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IASMiRT Board Meetings
November 19, 2014
MacDonald Hotel
November 20 & 21, 2014
University of Manchester

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1. Call to Order 10:00, Nov. 19, MacDonald Hotel – FO

Attending: Hiroshi Abe (HA), Andrie Blahoianu (AB), Bjjan Duttta (BD), Scott Flanders (SF), Rainer Gillot (RG), Abhinav Gupta (AG), Asa Hadjian (AH), Tae Eun Jin (TEJ), John Luxat (JL), Vernon Matzen (VM), Tim Morris (TM), Cheryl O'Brien (CO'B), Manus O'Donnell (MO'D), Farhang Ostadan (FO), Rauno Rintamaa (RR), Sujit Samaddar (SS), Dave Shepherd (DS), Heki Shibata (HS), Lubin Sun (LS) (See **Attachment B23-10** for the Attendance List)

2. Approval of the Agenda and the Schedule of Meetings – FO and DS. Approved with minor adjustment.

3. Minutes of the Meeting January 2014 – VM, acting secretary. Minutes approved as distributed.

4. Review of outstanding actions (see **Attachment B23-11** for disposal of previous items, and below for summary of new Action Items related to the old ones) – VM
    a. **Action Item A23-14**: JL to work with Yasin Hassan on improved access to NED
    b. **Action Item A23-15**: VM to put IASMiRT membership information on the public side of the website, and the membership list itself on the member only page, and will put the new procedure in the Conference Manual
    c. **Action Items A23-16** RG will check with Berlin on the IASMiRT logo
    d. **Action Items A23-17** DS will assist Russians in participating in SMiRT 23 if they can't attend
    e. **Action Items A23-18** DS will summarize the NED procedures in the Conference Manual
    f. **Action Items A23-19** AB will draft a policy on obtaining conference panel presentations and discussions so that they are not lost.

5. Agenda for the General Assembly – RG, approved as distributed, see **Attachment B23-12.**

6. Status of the IASMiRT Membership – VM. The policy was approved at the GA in San Francisco and will be implemented on the registration form for the Manchester conference

7. Statutes and Bylaws – RG, no changes.

8. Report of the Advisory Board – VM
    a. Permanent and Two-Year AB members to be identified on the website
    b. Tae-Eun Jin was asked to join the AB, and he accepted.

9. Report of the Secretary – VM (acting), nothing to report

10. Report of the Treasurer – BD, For information only at this meeting, see **Attachment B23-13**

11. Final Report on SMiRT 22 and Seminars – FO, see **Attachment B23-14** (summarized below)
    a. By the numbers:
        i. 2 key note speakers

      ii. 4 plenary talks
      iii. 13 special sessions
      iv. 1 extended session (NGA East on Friday)
      v. 503 paid, 74 complimentary, and 10 student delegates
      vi. 474 full papers from 28 countries
      vii. 4 Technical tours

b. Finances:
      i. $519,112 total income for the conference, contribution of EDF to SMiRT22 will be added
      ii. $475,833 total expenses ($437,654 total conference expenses and $38,179 for Board and AB meetings and 2009-2012 expenses)
      iii. $43,279 surplus, given to AASMiRT, will be amended
      iv. 71 papers to be expanded to full length for inclusion in NED special issue, 25 submitted, 10 more are being finalized. Review process to be finished end of January, 2015, and issue published by August, 2015.

12. Progress Report SMiRT 23 – DS, see **Attachment B23-15**
    a. Opening Ceremony
    b. Scientific Program
    c. State-of-the-art paper
    d. Program for Young Scientists
    e. Technical Tours
    f. Social Program
    g. NED Special Edition
    h. Transactions
    i. 3rd Announcement
    j. Thomas A. Jaeger Lecture and Early Career Award

13. John Stevenson recognition – Preliminary Discussion, main discussion moved to 14:00 pm Friday 21st

14. IASMiRT Conference Manual - VM, FO, AG. Activity continuing

15. Archival Matters – RG None to report.

16. Progress Report on SMiRT 24 – Tae-Eun Jin and team, see **Attachment B23-16**
    a. Facilities
    b. Plan for Budget and Income
    c. 1st Announcement

17. Early career promotion CO'B, Committee presented two initiatives: see **Attachment B23-17**
    a. Early bird registration fee applicable to all early career attendees regardless of the deadline.
    b. "Hour with an Expert" forums offered for self identified early career participants
    c. DS said that SMiRT 23 would try to implement both initiatives
    d. The Board encouraged the committee to continue its good work

18. Adjourn

19. Call to order 9:00 Nov. 20, University of Manchester – FO

Attending: Bijan Dutta (BD), Asa Hadjian (AH), Rainer Gillot (RG), Abhinav Gupta (AG), Vernon Matzen (VM), Farhang Ostadan (FO), Rauno Rintamaa (RR) see **Attachment 23-18,** page 1 for Attendance List

20. SMiRT Website. AG, see **Attachment 23-19**
    a. Review of difficulties (server crash) encountered with the webtool operation and steps taken to correct them.
    b. Continued support for SMiRT 23
    c. Needed changes (full access by developers, access to hosting company by Technical Advisor and other Board members, develop formal contract with developers to provide support, and have a central administrator to deal with account creating, abstracdt upload, duplicate abstracts, etc.

21. Call to order 11:30, Nov. 20, University of Manchester – FO

Attending: (in addition to those attending the 9:00 meeting) Andrei Blahaueinu (AB), Scott Flanders (SF), John Luxat (JL), Cheryl O'Brien (CO'B), Sujit Samadar (SS), Heki Shibata (HS). see **Attachment 23-18,** page 2 for Attendance List

22. SMiRT 50th anniversary – AH
    a. The anniversary project will be managed by Hadjian, Wittmann, and the SMiRT-26 chair. Gillot will act as Secretary and initiate the organizing efforts for Berlin. The technical segment will be published in an NED Special Volume with papers entitled "50 Years of _____" for the various topics. Shibata, Kussmaul, and Rierra will be the Editorial Board, and Ostadan will be the Executive Editor. Matzen will update the IASMiRT history. The final session, chaired by Yu, will be "A Vision for the Next 50 Years". **Attachment B23-20**.
    b. A draft program for SMiRT@50 is given in **Attachment B23-21**
    c. The Organizing Committee for SMiRT@50 is given in **AttachmentB23-22**

23. State-of-art papers – FO reported that Prabir Basu, after organizing a successful State of the Art (SoA) session on NPP concrete Structures at SMiRT 22, is now organizing a SoA session on component fragility in NPPs. He now suggests that the SoA concept be formalized by IASMiRT as follows (See **Attachment B23-23** for details):
    a. It should have a distinctive name
    b. It should have the stature of a Plenary Session
    c. It should be organized in conjunction with the ISC
    d. It should be on a single topic
    e. It should have experts from various continents
    f. It should be recommended for publication in the NED Special Issue
    Action Item A23-20 VCM and FO will add guidance for SoA sessions to the Conference Manual

24. SMiRT 25 - HS and HA presented their ideas for the possibility of hosting SMiRT 25 in Japan, see **Attachment B23-24**. A proposal will be submitted by May 2015.

25. Adjourn

26. Call to Order – FO 9:15, Nov. 21, University of Manchester

Attending: Andrie Blahoianu (AB), Bjjan Duttta (BD), Rainer Gillot (RG), Abhinav Gupta (AG), Asa Hadjian (AH), John Luxat (JL), Vernon Matzen (VM), Cheryl O'Brien (CO'B), Farhang Ostadan (FO), Nawal Prinja (NP), Rauno Rintamaa (RR), Dave Shepherd (DS), Heki Shibata (HS), see **Attachment B23-25** for Attendance List

27. Webtool: continued –
    a. AG, further discussion;
    b. FO presented a letter from PEER offering to host both the IASMiRT web site and the SMiRT conference web site, see **Attachment B23-26**;
    c. **Action Items A23-21** FO, VM, & DS will compile a list of the costs and payments for the webtool

28. ISC summary - NP, see **Attachment B23-27** for presentation.

29. Webtool continued:
    a. **Action Items A23-22** FO and DS will write up the functional requirements for management of webtool and IASMiRT home page, and ask all interested parties to submit proposals for hosting these internet activities at a SMiRT 23 Board meeting.
    b. **Action Item A23-24** VM will ensure that the SMiRT 22 webpage is operational

30. Bob Budniz by SKYPE on the John Stevenson recognition – **Action Item A23-25** Bob Budnitz will email a list of possible participants for a special John Stevenson session

31. Adjourn – 14:33 FO

Action Items:
1. JL: work with Yasin Hassan to get NED Special Issue published within one year after the conference, 50th anniversary
2. Webpage update:
    a. VM: Put membership information on the public side of the IASMiRT website
    b. VM: Post IASMiRT membership on the member-page of the IASMiRT website.
3. RG: check with Berlin on status of the IASMiRT name and logo – registered in Germany only, or international?
4. DS: Explore assisting Russian participation in conference even if they are prevented on attending the conference because extraordinary reasons.
5. Conference Manual update – include the following:
    a. VM: Membership procedure in the Conference Manual.
    b. DS: NED procedures.
    c. AB: Policy on gathering panel presentations and discussions
    d. FO & VM: state of practice papers- guidance
6. VM, DS, FO: cost of webtool: development + maintenance
7. DS&FO: Functional requirements for management of webtool and IASMiRT home page.
8. AG: Make sure SMiRT 22 homepage is operational
9. RB: will send email on possible participants for John Stevenson sessions