

IASMiRT Board and Advisory Meeting

Place: Haeundae Grand Hotel

Date: 17 November 2016

Time 9:30 – 16:00 B and AB - Private Hall 22nd Floor

Date: 18 November 2016

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Attendees: Dave Shepherd (DJS), Vernon Matzen (VM), Farhang Ostadan (FO), Goon-Cherl Park (GCP), Abhinav Gupta (AG), Rainer Gillot (RG), Tsuyoshi Takada (TT), Sujit Samaddar (SS), Ajaya Kumar Gupta (AKG), Claude Faigy (CF), Victor Kostarev (VK), Bijon Dutta (BD), Pierre Labbe (PL), Hiroshi Abe (HA), Sung Phil Chang (SPC).

The following attended only the specific Agenda item related to SMiRT 26

Emmanuel Viallet (EV)

1) Call to Order

DJS called the meeting to order at 9:30 am.

2) Approval of the Agenda and the Schedule of Meetings

The Agenda was approved by the attendees.

3) Approval of the Minutes of the January 2016 Meeting

The minutes of last Advisory Board meeting held in August 2015 were approved with no comments.

4) Review of Outstanding Action Items – DJS

The list was reviewed and updated. A very large number of action items were marked as completed. Only a few items remained open. The list of action item was updated to add new action items as per other items in the Agenda throughout the meeting. The updated list of Outstanding Action Items is attached. See **attachment B-24-16**.

5) Agenda for the General Assembly

The agenda was approved.

6) Report of the Secretary

There was nothing to report in addition to the various items included in the Agenda. The Board and Advisory Board agreed that we don't need this item in future.

7) Report of the Treasurer

FO presented the Treasurer's Report which is attached. See **attachment B-24-17**. There were no questions.

Future financing of IASMiRT - FO presented the financial outlook report. See **attachment B-24-18**. The Board and the Advisory Board members discussed various options and agreed that an increase in the conference fee is the most reasonable option moving forward.

8) Report of the Advisor General

There was nothing specific to report beyond the items already included in the Agenda.

9) Update of the Membership List

VM summarized the membership process. It was mentioned that the current list of members stands at 118. VM also presented the alternative way of maintaining membership status, i.e. anybody who is present at the conference and attends the GA is by default the member of IASMiRT. The membership is for 2-year biennium starting at the GA of the conference and ends at the beginning of the GA for the next conference. Everyone who is a member of Board, Advisory Board, and International Scientific Committee will be a member of IASMiRT.

ACTION ITEM-24-47: VM and RG to modify wording in Bylaws to reflect the IASMiRT membership definition.

10) Update on Website

AG gave a demo of the newly developed IASMiRT website. The updated website is developed in WordPress. This update was needed based on the recommendation from the IT staff at NC State University which maintains the site. The development of the new site conforms to the new security standards of the university. The work on update was done at no cost to IASMiRT. The updated website also has section for Board members to login for reading the minutes and attachments of the Board and the Advisory Board meetings. The process of uploading the future conference transactions has also been streamlined by involving the Library staff at NC State University. The transactions are now hosted by the Library and available for search to a much wider audience. The plan in to simplify the process of uploading transactions even further. AG also noted that a separate login area for General Assembly minutes is not yet possible due to security reasons.

AG also mentioned that NC State University does not plan to charge a fee for uploading transactions for SMiRT 23, SMiRT 24, and SMiRT 25. This should relieve IASMiRT financial outlook by about \$4500 over the next 4 years.

The Board and Advisory Board members agreed that the site can be brought live now. DJS and FO wanted to find out if the university (particularly the library) will return the entire database to IASMiRT in future if a need arises to move the entire site out of NC State University. FO and DJS also inquired about the possibility of a formal agreement between IASMiRT and NC State University. AG and VM agreed to explore the possibility of such a formal communication.

ACTION ITEM AI-24-48: AG to work with IT staff at the university to bring the new site live.

ACTION ITEM AI-24-49: AG and VM to find out about formal communication between NC State University and IASMiRT.

11) Statutes and Bylaws - IASMiRT tax liability

RG presented the change in tax situation and the new tax liability. RG presented Board's recommendation about possibility of changing the Statutes. Board and Advisory Board members agreed for the action suggested by the Board.

12) Final Report on SMiRT 23 Conference and Seminars

DJS presented the final report on SMiRT 23. The presentation slides of this report are attached as **Attachment B-24-18**.

13) Progress Report on SMiRT 24

GCP presented the progress report on SMiRT 24. The presentation slides of this report are attached as **Attachment B-24-19**. Board members expressed a concern about the proposed Budget for the conference. Board members also expressed a concern about a lack of commitment from hotel for the conference. GCP informed that it is too early to have a hotel contract based on the current environment of hotel industry in Busan. GCP agreed to include the sessions proposed by certain regular attendees of the conferences – Andrei Blahoianu and Andrew Whittaker. GCP informed that these sessions will be a part of the Technical Program for SMiRT 24.

YJK presented the report of ISC. See **attachment B-24-20**. The number of sessions in various divisions and the plan for special sessions was presented. It was recommended that SMiRT 24 team should invite internationally recognized speakers for Plenary Sessions in the mornings.

ACTION ITEM AI-24-50: DJS to write an email about the specific concern about budget numbers based on the experience from SMiRT 23.

The matter of Pre/Post-SMiRT seminars was discussed. It was noted that organizers be informed of a fee of \$25 per person to IASMiRT.

ACTION ITEM AI-24-51a: DJS to coordinate collection of Post-conference seminar on Fire Safety fee of \$25 per person.

It was agreed that the future cost would be \$50 per person.

ACTION ITEM AI-24-51b: DJS to work on increasing the fee to \$50 in future. It was discussed that such a seminar should complement the conference and should not be a burden for the conference but rather enhance the conference.

CF has proposed a Post-conference seminar.

ACTION ITEM AI-24-52: CF and GCP will discuss this matter and report back to the Board.

Japan's JASMiRT has proposed a Pos-SMiRT seminar in Japan to the Chair of SMiRT24. The Chair of SMiRT24 and JASMiRT have agreed on this proposal.

14) Thomas A. Jaeger Prize / Jaeger Lecture / and Other Awards - GCP

GCP informed that the ISC of SMiRT 24 is still working on finalizing the individual for delivering the Jaegar Lecture. GCP informed that activities for early career and young professionals are being planned at the conference.

15) Progress Report on SMiRT 25

AG presented the progress report on SMiRT 25. The presentation slides are attached as **Attachment B-24-21**.

16) Archival Matters

RG discussed the archival material that is stored as hardcopies with him. The possibility of scanning and uploading the essential archival material on IASMiRT website was discussed. RG agreed to sort out the archival material to identify only the essential pages that would need to be scanned.

ACTION ITEM AI-24-53: RG to sort out archival material and identify essential pages that need to be scanned for electronic archival. RG to explore the possibility of scanning and sharing softcopies with AG for upload on website.

17) IASMiRT Conference Manual - DJS

DJS reported that the work on updating the conference manual is continuing. It is expected to be complete soon.

ACTION ITEM AI-24-54: DJS to update conference manual

18) Miscellaneous

a) Update on SMiRT 26

DJS presented the update on SMiRT 26 including the submission of a proposal from Germany. The reserve proposal from France was also discussed. The actual decision would be made at the General Assembly in 2017. EV presented the details of reserve proposal to the members of the Board and Advisory Board. It was presented only as an informal presentation

to suggest an alternative proposal. Attendees appreciated the effort put in by the French team in developing the proposal and for their willingness to maintain the proposal as a reserve proposal. It was encouraged that some of the proposed activities in this proposals be integrated with SMiRT 25 and SMiRT 26 as appropriate.

ACTION ITEM-24-55: DJS to reply to the leaders of both the proposals that were presented for SMiRT 26.

b) Update on Webtool

AG presented the demo of updated webtool. The webtool portal is now redesigned and user friendliness has been improved significantly. The new development is targeted to increase the security against possible hacking. The feature on creating proceedings by one click and downloading it is also available now. AG reported that the new development is about 80 to 90 percent complete. Only a few items such as conflict management need to be finalized. It will be used in SMiRT 25.

c) JASMiRT

TT presented the creation of JASMiRT in Japan. The attendees welcomed the idea of regional association. The Bylaws of IASMiRT were reviewed. JASMiRT has been provided with a feedback about the requirements of Bylaws. It is expected that JASMiRT will provide a follow up report in August 2017.

ACTION ITEM AI-24-56: DJS to coordinate a review and possible update of IASMiRT statutes by the Board with respect to regional organizations.

ACTION ITEM AI-24-57: HA and TT (Japanese representatives) to look into and report on how the JASMiRT bylaws take into account the IASMiRT bylaws and statutes.

d) Advisory Board membership proposals

VM discussed the process of inviting members to Advisory Board. The current membership will be reviewed in August 2017. Members are invited for a 2-year term and should typically rotate-off. Some members may be invited to continue.

e) Publication of SoA extended papers

The proposal presented by Sujit Samaddar was discussed. It was agreed that there would be a panel session on this topic at SMiRT24. GCP agreed to provide support for this panel session. Writing the summary of the outcome of this panel will depend upon the participants and will be decided after the panel. Depending upon the status of discussion at the panel, the future action about writing the summary could be discussed again by the Board and Advisory Board.

ACTION ITEM AI-24-58: Sujit Samaddar to work with GCP and Board to finalize the panel and participants.

Advisory Board had recommended that SoA paper be the responsibility of ISC. However, Board recognizes that it should be the responsibility of the Board.

AB recommended that Prof. Andrew Whittaker be asked if he would be willing to work on an SoA paper for SMiRT 24. One recommended topic would be Soil-Structure Interaction. Board agreed to explore the possibility.

It was reported that the SoA paper on concrete has been rejected in the review of NED special issue.

ACTION ITEM AI-24-59: AG will ask Prof. Andrew Whittaker about his availability to work on an SoA paper for SMiRT 24.

ACTION ITEM AI-24-60: FO to review the SoA paper criterion and share with Board and Advisory Board

ACTION ITEM AI-24-61: VM to create a list of potential topics for SoA papers.

ACTION ITEM AI-24-62: PL to work on updating the paper and evaluate if it can be reconsidered for publication in the NED special issue.

f) Japan has expressed in interest in hosting SMiRT 27.

19) Adjourn

The meeting was adjourned at 15:00 hrs.