

Meeting notes for TG 1.13, June 28, 2015

Meeting time: 1:00p - 3:00p.

Meeting location: Atlanta Hilton, Room 309

Meeting opened at 1:10pm. Introductions.

Name (position on TC 1.13)	Affiliation	Status
Chris Laughman (incoming secretary)	MERL	Corresponding member (CM)
Peter Armstrong (incoming vice-chair)	Masdar Inst.	Voting member (VM)
Vikrant C Aute (incoming chair, webpage chair, handbook chair)	UMD	VM
Amir Jokar	Exponent	CM
Art Giresler	RLI	
Farhad Omar	NIST	Provisional CM
Anthony Jacobi	UIUC	CM
S.A. Sherif	Univ. of Florida	CM
Dave Yashar	NIST	VM
Omar Abdelaziz	ORNL	CM
Steve Treado (outgoing chair)	PSU	VM
Krishnan Gowri	Autodesk	Visitor

4 voting members are present: David Treado, Vikrant Aute, Peter Armstrong, Dave Yashar.

Vikrant will be the new chair of this TC starting in July. The committee is now labeled TG 1.13, rather than TG1.Opt. There are no previous minutes; Omar Abdelaziz thinks that he may have recorded the minutes at the previous ASHRAE meeting, but he cannot presently find them.

Information from the group chair:

1. There is a new process for adding provisional corresponding members. Click the “Join TC” button at the top of the TC page.
2. A new easier-to-use website template is in development, with expected release this coming fall.
3. New email addresses for TC administration team (secretary, etc.) are also available - go to the “Members Only” section on ashrae.org.
4. RAC is prioritizing topics relating to the residential sector, particularly relating to energy efficiency.
5. Chris Laughman has volunteered to do the webmaster duties now that Vikrant is becoming the chair, since he will also be the secretary.
6. ASHRAE is beta-testing electronic telepresence for meetings, so that members who cannot physically attend the meeting can still participate.
7. Our committee can nominate someone for the Hightower award for ASHRAE service, as well as ASHRAE Research Service award. The nomination is entered by the TC chair, and honors contributions made over the most recent 4 years.
8. Seminar and Forum proposals for Orlando are due by August 10.
9. Info for the St. Louis conference: Conference paper abstracts are due Sept 14, with the corresponding papers due at the beginning of January. Seminar and workshop proposals will be due Feb 8. Suggestions for a program can also send suggestions to the corresponding Track Chair.
10. It appears that the many calls for reviewers are disappearing into the ether. ASHRAE is trying to figure out a better system for this information to be retained and communicated to the relevant parties.
11. ASHRAE has recently added Multidisciplinary Task Group (MTG) type of organization to their types of committees. The need for each MTG is assessed independently.

12. Standard 203 is now available; this is a standard testing method for determining heat gain of office equipment in buildings, and is very short. It does not contain any information on the radiant/convective split; mostly just specifies that a watt-hour meter should be used.
13. There is a new TAC TC reporting form for the TC chair to submit to the section head.
14. There is also a new invited speaker designation for someone who does not participate in ASHRAE meetings that will eliminate their conference registration fee so that there might be more incentive for people who do not attend to come and share their expert knowledge. This will only be available to 5 people per conference.
15. Speaker bias forms will be used starting next June.
16. ASHRAE welcomes suggestions for tracks (18 months ahead of the given meeting).
17. In Atlanta, 153 conference papers submitted, 138 approved, 78 papers were finally submitted.
18. Steve Treado will forward electronic copies of these documents to Chris Laughman.

Program chair report:

1. In January, there was an initial plan to have a workshop on the fundamentals of optimization workshop in Atlanta, with Vikrant, Steve, and Salvador Acha (Imperial College in London) participating. Unfortunately, the workshop did not come together in time to submit the proposal to the conference steering committee.
2. Omar proposes putting a new seminar together for Orlando titled “Fundamentals and Applications of Optimization”. Vikrant Aute and Steve Treado are still interested in participating, as is Dave Yashar. It would go into the Fundamentals and Applications track. Steve Treado would discuss applications (particularly the hybrid optimization of renewable energy sources), and Vikrant would discuss fundamentals. Steve Yashar would discuss genetic algorithm-based optimization of room air-conditioners.
3. When papers are submitted, make sure they are identified as being sponsored by TC 1.13 so that the TC gets credit for them.
4. TC 8.4 could be interested in co-sponsoring seminars, as well as 7.5, and TC 1.4. People who attend these other TCs will raise the possibility to them, and if there is interest we can conduct an email ballot on such co-sponsorship.

Info from the section head:

1. We should put information on the TC website regarding new transitions (new chair, etc.).
2. Should there be a membership chair for this TC to manage membership recruitment or solicitation for people to go from corresponding member to voting member, etc. ? After some discussion, the general feeling is that this is not needed, as the current membership will continue recruiting interested and available people through individual connections.
3. There is an award for a TC within each section with technical contributions. TC 1.4 won this award this year; part of the requirements for these awards involves maintaining the activity sheet and keeping the minutes up-to-date.
4. There are 6 multitask groups available. The list of these groups are available under ASHRAE.org under the TC page.

Research chair:

1. (Art Geisler) We presently have no research projects in the pipeline; TC 1.4 (Controls) would be a good group to work with.
2. There is a forum (tomorrow) to bring your concerns about efficiency and an opportunity to provide feedback and suggestions on ways to improve its efficiency.

Handbook chair:

1. The chapter was approved for the next issue of the fundamentals volume. The title of the chapter (currently "Optimization") should be changed, and we need to create a chapter by July 2016, for publication in 2017. Vikrant sent out a handbook chapter outline and a mind map from the optimization forum; he will re-send it out.
2. Steve Treado has volunteered to chair the handbook.
3. Chris Laughman, Vikrant Aute, and Omar Abdelaziz volunteered to work on writing the chapter. Peter Armstrong will weigh in as a reviewer.
4. There are also opportunities to create online training materials that can be used by readers/users to play with some of the methods described in the chapter.
5. During August, we will set up a meeting at the beginning of September for planning and writing.
6. There will be an opportunity to put the training materials on the TC website.

Website chair:

1. It would be good to publish the roster on the website.
2. The website has been updated to reflect TC name change to TC 1.13.
3. As mentioned before, a better web interface and template is coming from ASHRAE HQ sometime in the fall. Chris Laughman will get access to the website administration information from Vikrant.

Membership chair:

1. Convert Farhad Omar from a provisional to a corresponding member in January.
2. Vikrant will be the new chair, Peter Armstrong: Vice Chair, Chris Laughman: Secretary, Omar Abdelaziz: Research Committee, Zheng O'Neill: Program Subcommittee Chair,

No new business, no old business.

He will send me the minutes and the list of handouts from the meeting. I need to do something with the activity sheet in the TC forms and documents page.

Motion to adjourn at 2:23 by Steve Treado.