

Minutes of DFD Teleconference
Thursday, May 12th, 2005, 2:00 to 4:00 pm EDT

Attendees: Jim Wallace, Jerry Gollub, Howard Stone, Steve Pope, Jim Duncan, Harry Swinney, Ellen Longmire, John Foss, Werner Dahm, Robert Behringer, Sandra Troian, Jim Brasseur, Monica Malouf, Jim Riley, Rich Lueptow, Tony Ladd, Pat McMurtry, Bill Saric

Decisions:

- The lecture for the Fluid Dynamics Prize will be called the Otto Laporte Lecture.
- The registration fees for the Chicago meeting will remain as planned even though the latest budget projection leaves a deficit of \$12,500, see Attachment B.
- The revised DFD By-Laws were approved by Executive Committee.
- Secretary-Treasurer is to keep lists of unused mini-symposia topics.

Action Items:

- Jim Wallace will contact Rich Lueptow and Ken Kiger regarding the Otto Laporte Lecture and work with them to make the appropriate changes in the Chicago meeting agenda and the DFD website.
- Jim Duncan and Jerry Gollub will discuss various ways to pass information like the guidelines for selection of invited speakers (see below) to future DFD committees.
- Jerry Gollub will forward the proposed revisions of the DFD By-Laws to the APS Council for approval. Done subsequently.
- Howard Stone will revise the proposed guidelines for selection of invited speakers at the annual meeting and forward them to the Executive Committee for further discussion or approval. Done subsequently.
- Steve Pope will revise the proposed DFD guidelines for consideration of nominees for APS Fellowship and forward them to the Executive Committee for further discussion or approval. Done subsequently.

Minutes:

- Report on the 2004 Annual Meeting in Seattle. Jim Riley
 - After all expenses the meeting resulted in a net income of about \$28,000.
 - Attendance: 1071 from USA and 240 from other countries. See Attachment A for detailed breakdown.
 - LCD projectors were used for the first time. Went smoothly.
 - Video entries to the Gallery of Fluid Motion changed from VHS tape to DVD for the first time. Worked well.
 - Released statement to the press, but it was not published.
 - Offered poster sessions, but there was little interest.
- Report on the 2005 Annual Meeting in Chicago, Rich Lueptow.

- Websites are up. Participants can register for the meeting and make hotel reservations now. Abstracts can now be submitted.
- The Local Organizing Committee sent out an email request for mini-symposia topics to the DFD membership. Fourteen proposals were received. Five were selected in consultation with the DFD Program Committee. There was a discussion on how to improve the interaction between the Local Organizing Committee and the DFD Program Committee in selecting mini-symposia. It was pointed out that rejecting so many proposals resulted in some hurt feelings.
- Suggested that we ask for mini-symposia for the APS March Meeting as well.
- The budget projections conclude there is a possibility of a \$12,500 deficit for the meeting. However, the Executive Committee decided not to raise the registration fees since, given the reserves in our operating account, we can afford the loss if it occurs.
- A special event for the 2005 Year of Physics is being planned for Saturday night.
- Report on the 2006 Annual Meeting in Tampa, Tony Ladd.
 - Budget is not yet proposed.
 - Contract signed with the Riverside Marriott for meeting.
 - Plans for reception are incomplete. Currently considering having the reception in the hotel. Harry Swinney asked if the committee had considered having the reception at the Aquarium. Tony will look into it. Monica pointed out that to move the reception offsite, it is important that the suggested site be worth the cost of transportation. Jerry, Jim Wallace and others pointed out that primary considerations are that the site should facilitate interaction between participants and provide easy access to food.
 - Before soliciting proposals for mini-symposia, Howard will provide list of proposals from 2005 that were not used at either the DFD Annual Meeting of the March APS Meeting. The organizers of the Chicago meeting, solicited mini-symposia proposals after the 2004 meeting. This timing will be used again.
 - The meeting site has room for up to 17 parallel sessions, all in excess of 90 people. In addition there is a large space for exhibits, as well as office and storage space. There are 3 overflow rooms on the next floor if necessary. The space is compact; the maximum travel time is 2 minutes.
- Report on 2007 Annual Meeting in Salt Lake City, Monica Malouf and Pat McMurtry
 - Meeting to be held at the Salt Lake Convention Center because hotels don't have enough meeting space.
 - Blocks of rooms are being reserved at three hotels across the street from the convention center: Marriot (350-room block), Raddison (150-room block), and a Best Western (100-room Block). No attrition charges.
 - Reception site has not been chosen yet.
 - Breakout sessions, general sessions, invited talks, registration, breaks, poster session, and exhibitor booths will be in the Salt lake Convention

Center. We have 18 breakout rooms with a minimum seating of 110, maximum 400. The invited talks will hold 800 each and the general session 1600. The space is all conveniently located, with minimal maximum distance between rooms and a lot of space for discussions.

- Report on 2008 Annual Meeting in San Antonio (proposed), Bill Saric and Rodney Bowerstock
 - Monica said conventions center is working with us to find a way to accommodate our meeting. Now holding space in the convention center. This space would cost about \$15,000 (negotiable). They are looking for hotels now.
 - Monica will visit San Antonio.
 - The possibility of having the 2008 meeting in Boston was discussed but there is big convention scheduled there at the same time as our meeting. We will continue to pursue the San Antonio proposal.
- Naming the Fluid Dynamics Prize Lecture “The Otto Laporte Lecture”, Jim Wallace
 - Jim reminded everyone that the Otto Laporte Award and the Fluid Dynamics Prize were merged into a single prize, the Fluid Dynamics Prize, last year.
 - Jim Wallace pointed out that there were a number of complaints about the merging of the two awards and the loss of the Otto Laporte name. Also part of the funds that support the Fluid Dynamics Prize now come from an account comprised of funds donated by the friends of Otto Laporte.
 - Jim stated that it was important to acknowledge this support and the history of the Otto Laporte Lectureship and Award.
 - By naming the Fluid Dynamics Prize Lecture the Otto Laporte Lecture, this recognition would be accomplished.
 - Jim Wallace’s proposal was accepted. The name will be used for the lecture starting with the Chicago meeting.
- Approval of the minutes from the November Executive Meeting (distributed previously).
 - Minutes were approved.
- Treasurer’s report, Jim Duncan (Attachment F.)
 - The Division is financially sound.
 - Funds kept in our accounts at APS earn 7% annually at the present time.
 - The award accounts have sufficient funds to cover expenses:
 - The Acrivos Award account has increased by \$1,284 over the past 12 months after expenses.
 - The sum of the Fluid Dynamics Prize and the Otto Laporte funds have increased by \$7,152 over the past 12 months after expenses.
 - The American Physical Society recommends that each division’s operating account have a balance equal to the typical of cost of one its Annual Meetings. Since the expenses for the DFD meetings are typically about \$300,000, our [operating](#) account balance ([presently \\$318,682](#)) is within the APS guidelines.
- Acrivos Award Committee Report, Jim Brassure
 - 11 entries this year. Up from 7 last year.

- Should be finished by 3rd week in June.
- Guidelines for the DFD Fellowship Committee, Steve Pope (Attachment A.)
 - 34 nominations. Physicists are not well represented in this group.
 - The guidelines proposed by Steve Pope were discussed.
 - These guidelines were revised after the teleconference. The revised version is in Attachment A.
- Proposed policy on selection of invited speakers for DFD Meetings, Howard Stone, (Attachment B.)
 - A policy statement on selection of invited speakers for DFD meetings was drafted by Howard Stone and discussed during the teleconference. The revised version of the statement appears in Attachment B.
 - Ways to pass on this kind of information from year to year were discussed..
- Proposed changes to the DFD by-laws, Jerry Gollub (Attachment C).
 - A summary of changes to the By-Laws is given in Attachment C.
 - The Executive Committee approved the proposed changes to the DFD By-Laws.
 - Jerry Gollub will send the new By-Laws to the APS Council for approval.
- A report by Nadine Aubrey on the activities of the DFD Nominating Committee was submitted (Attachment D) but not discussed during the teleconference.

Background Material for DFD Teleconference –May 12, 2005

A. Guidelines for the APS/DFD Fellowship Committee – Steve Pope

(Approved by the DFD Executive Committee, May 2005)

Each year the APS/DFD Fellowship Committee selects members for Fellowship, and forwards their names to the APS Fellowship Committee which has final authority. The criteria for Fellowship are contained in the statement (see <http://www.aps.org/fellowship>):

"The APS Fellowship Program was created to recognize members who may have made advances in knowledge through original research and publication or made significant and innovative contributions in the application of physics to science and technology. They may also have made significant contributions to the teaching of physics or service and participation in the activities of the Society."

Based largely on past practices, the Executive Committee of the DFD makes the following suggestion to the Fellowship Committee. It does so while respecting the facts: that Fellowship is bestowed by the Society (not by the Division); that the applicable criteria are those stated above; and that it is the responsibility of the Committee to use its best judgment in proposing fellows based on these criteria.

1. Members of the Committee do not normally nominate candidates for fellowship, but they should actively encourage others to do so. Efforts should be made to encourage nominations in all of the areas of fluid dynamics research and application.

2. There is merit in having a balance between mid-career members selected for fellowship, and late-career members who may have more extensive records.
3. There is merit in having a balance between US and foreign members selected for fellowship.
4. Over several years, fellowships should recognize the broad range of areas involved in fluid dynamics research and application.
5. Other factors which may be considered favorably include attendance at APS meetings and the nominee's being from an under-represented group.
6. Members of the committee should recuse themselves from deliberation or voting on a candidate if they participated in the nomination, if they were the candidate's doctoral or post-doctoral advisor, if the candidate is a colleague in the same institution, or if they have a similar close connection with the candidate. Any conflicts of interest (real or possibly perceived) should be discussed with the committee chair.
7. When the Society confirms the fellowships to be awarded, the chair of the committee should ensure that the successful candidates are notified and encouraged to attend the awards ceremony at the APS/DFD Annual Meeting.

B. DFD Program Committee – Howard Stone

GUIDANCE FOR THE SELECTION OF INVITED SPEAKERS FOR DFD MEETINGS

The list of invited speakers for the annual DFD meeting is assembled through a process of consultation between the Local Organizing Committee and the DFD Program Committee. Generally, the Local Committee first assembles a preliminary speaker list, striving for a balanced list including well known senior researchers and accomplished researchers who do not yet have wide recognition. The committee should be mindful of the DFD membership as a whole and strive to include a broad range of topics, a broad geographic representation, and members of underrepresented groups and the international community. Normally, invited speakers should be selected who have not previously given invited or prize* talks at DFD meetings in the past decade. A list of past speakers at the DFD meetings will be maintained by the DFD Program Committee. The DFD Program Committee then reviews the preliminary list, and generally suggests changes. After further consultation, the Program Committee approves a final list of invited speakers, as specified in the Bylaws of the DFD. When it issues invitations, the Local Committee should remind speakers to allocate some time to putting their field in perspective.

* The Otto Laporte Award (through 2004) and the Fluid Dynamics Prize.

C. DFD Bylaws – Jerry Gollub

I am writing to transmit a revised draft of the DFD Bylaws (separate file). Here are the major changes:

Article I: Simplification of the Objective: "The objective of the Division shall be the advancement and diffusion of knowledge of the dynamics of fluids."

Article V: Replacement of the business meeting by electronic consultation with the membership. (When we did have a business meeting, it was very poorly attended.)

Article VI: Updating of the roles of the various officers.

Article VII: The Nominating Committee invites suggestions from the membership. This replaces the obsolete provision for member nominations by initiative.

Article VIII:

Clarification of the charges and membership of the various committees. Publications is now "Publications and Media"; "External Affairs" is new. Members of the Program, Publications and Media, and External Affairs Committees now serve for three years. (The Nominating and Prize Committee members continue to serve for two years only.) Committees are generally larger than in the past to allow additional participation and expertise.

The role of the Program Committee in the Divisional Meeting is clarified (but not changed): "For Divisional meetings, the Program Committee shall have final responsibility for the selection of invited talks and minisymposia and the arrangement of the programs of such meetings. Generally, the Program Committee works with a local organizing committee that makes recommendations on these matters."

Article IX: Meetings, minor updates. This section might still benefit from further review.

There are various other minor refinements of the bylaws as well to bring them in conformity with current needs and practice.

I suggest the following procedure:

- Consultation with the Executive Committee
- Consultation with APS Council
- Sharing with Membership, including invitation to reply
- Possible further revisions based on member comments
- Vote of the membership

All of this will take a year or so, so we need to take care that the proposed changes are good and complete.

The revised DFD Bylaws are included in a separate file. I am requesting approval from the Executive Committee to transmit them to the APS Executive Board for their comments.

D. Report of the APS/DFD Nominating Committee – Nadine Aubry (no action scheduled)

*Upon the request of Jerry Gollub, Chair of DFD, the Committee nominated 25 candidates for the 26 vacant positions in the various DFD committees. Nominees were organized in three categories, very highly recommended, highly recommended and recommended (this work was done with Committee members of last year).

* After the appointment of this year's committee (H. Aref, N. Aubry (Chair), D. Barkley, K. Breuer, R. Ecke, M. Gharib (Vice Chair), W. Shulz, L. Smith), vacancies among the officers and members-at-large were identified as

- Vice Chair (2 candidates needed)
- Secretary/Treasurer (no candidate needed this year)
- Two Members-at-Large positions (4 candidates needed)

* The schedule was established as follows

- May 3: Deadline for suggestions of candidates by Committee members to the Committee chair
- May 30 - June 3: Telephone conference during that week to discuss candidates. First attempt at rank-ordering the candidates.
- June 15: Final rank-ordering. The proposed candidates will be contacted to see if they agree to be nominated
- July 1: Submission of final nominees to Jerry Gollub, DFD Chair.

* A call for nominations from the APS/DFD members was sent for e-mail distribution and inclusion in the DFD Newsletter. The deadline for DFD members to send their nominations is 5/20/05.