

Meeting Minutes

The 34th IWWFEB Steering committee Meeting

Newcastle, 8 April, 2019

Participants: Yonghwan Kim, Harry Bingham, Michael Meylan, Robert Beck, Kevin Maki, Bernard Molin, Hugh Wolgamot, Malthe Peter, Alessandro Iafrati, Xinshu Zhang, Masagi Kashiwagi, Sime Malenica, Rodney Eatock-Taylor, Bin Teng, Masoud Hayatdavoodi

1. Summary of the 34th IWWFEB by Mike Meylan

- 78 abstracts were submitted and 56 accepted, with 5 of the accepted abstracts ultimately withdrawn, mainly due to visa problems. Mike suggests that future hosts start as early as possible with the process, especially for Iranians, and Chinese (and possibly others) living outside of their home country. There were 64 participants this year, with 9 accompanying persons. Full support was provided for one Russian participant, while 4 Indian participants had their registration fees covered and were housed in a less expensive hotel.
- Workshop organization issues
 - Mike wondered whether a partners program is necessary? It is not an official part of the workshop, and thus is at the discretion of the local organizers. However, it consistently attracts 8-10 people and would no doubt be missed by a core group of long-term participants.
 - The email list has been set up under MailChimp, which works well and will be passed along to the next host.
 - The question of whether or not the IWWFEB proceedings should have an ISBN or ISSN number was raised. Some hosts have done so in the past and others have not, and an official policy does not exist. Arguments for having a number centered around the fact that in some countries having a number is important for counting publications. The main argument against was that it could hinder the re-use of material in subsequent journal publications. A vote was taken, and a majority favored adopting a policy of getting an ISBN number for all future proceedings.
 - It was decided that the full proceedings should be made available on the local web page as soon as they are finalized. They should also be sent to BV to streamline the transfer onto the USB drives.
 - It was agreed that we should go back to the policy of starting the workshop with the Tuck Fellowship winner for all future workshops.
- Funding status and sponsorship: Funding was provided by ONR Global, BV and CARMA.
- Tuck Fellowship: Everything has been smooth with the Tuck fellowship. Mike will pass the contact information along to Yonghwan.

2. Status of preparations for the 35th IWWFEB in Seoul, Korea, by Yonghwan Kim

- Venue and date: Hoam Faculty Club, Seoul University Campus. April 26-29, 2020. On April 26, we will share the venue with some wedding celebrations, but have the whole venue for the rest of the workshop.
 - Registration fee and funding plan: Estimated fees will be \$650 – 700. Funding has been secured from Seoul University, some of Yonghwan’s projects and ONR.
 - Travel: There is a direct bus from Incheon airport to the venue. A tour will be organized on Wednesday afternoon to visit the new campus on the way to Incheon airport.
3. Status of preparations for the 36th IWWF in Rome, Italy by Alessandro Iafrati
- Locations in Catania, Sicily, Algero and Ordia, Sardenia, and Garda Lake near Verona are being considered. All of these would mean relatively long connections for most travelers. Possibilities closer to Rome will be considered and a decision made over the next couple of months. The committee will be kept up to date by email.
 - Fees are expected to be about 800 Euros.
4. Decision for the 37th workshop and future workshops
- Bids for the 37th workshop: Shanghai (Xinshu Zhang) and Dundee (Masoud Hayatdavoodi) have outstanding bids for the 37th workshop, while the bid from the Balkans (Sime Malenica and Yannis Chatjigeorgiou) is on hold. The decision was made to award the 37th workshop to Xinshu Zhang from Shanghai Jiao Tong University.
 - New bids: Bob Beck and Kevin Maki agreed to look into bringing the workshop back to the US at some point in the future.
5. Process for the Tuck Fellowship. As noted above, this is running smoothly.
6. IWWF website and archive for all workshop files
- Status of lwwwfb.org website: Yonghwan reported that things are ok with the web page which costs \$300 per year to maintain. However, he noted that the entire archive is hosted by this one site, which if hacked could mean losing the whole thing. It was agreed that we should backup the site by purchasing a Dropbox-type account. This account will also provide a means to introduce a limited access “host resources” section to store the email list, templates, etc.
7. AOB: No other business was raised.