

Conferences and Expositions Committee Meeting

Saturday, January 20, 2024

Daniel Burnham AB, Marriott Marquis Chicago
Chicago, Illinois

MINUTES

Members Present

Raul Simonetti, Chair
Maggie Moninski Vice Chair
Aaron Boranian
Kevin Brown
Robin Bryant
Cindy Callaway
Kristen Cetin
Joe Chow
Jon Cohen
Brian Fronk
Ng Yong Kong
Suzanne LeViseur
Jim Liston
Anoop Peediayakkan
Bert Phillips
Erik Sanchez
Som Shrestha
Davide Ziviani
Cheng Wee Leong, BOD ExO

Members Absent

Ahmed Abdelsalam
Atilla Biyikoglu
Craig Bradshaw
Lina Maged Hashem
Money Khanna
Ehab Mamdouh
Stephanie Mages
Vinod Venugopal

Guests

Jason Aphonso
Doug Cochrane
Kevin Summers
Michael Cooper
Scott Peach
Ashish Rakheja
Buzz Wright
Isabelle Lavoie
Susanna Hanson
Devin Abellon

Staff

Haley Booker-Lauridson
Tony Giometti
Ragan McHan

1. Call to Order

Mr. Raul Simonetti called the meeting to order at 8:00 a.m.

2. Approval of June 24, 2023 Minutes

Mr. Davide Ziviani moved and Ms. Suzanne LeViseur seconded to approve the minutes from the June 24, 2023 meeting. VOTE: 12-0-2, CNV. Passed

3. BOD ExO Comments

Mr. Cheng Wee Leong presented the ASHRAE Leadership Presentation, a wide-ranging and in-depth view of the Society's activities June 2022. He emphasized the Society's work on diversity, equity and inclusion, the Task Force on Building Decarbonization, the 'Society Snapshot,' membership and publications.

4. Host Committee Reports

2024 Winter, Chicago. Conference Chair Kevin Summers said the Welcome Party will be held at the Old Post Office. Tours are sold out for the Old Post Office, McCormick Place mechanical room, Eris Brewery and Cider House and 340 OTP. Members Night Out will feature entertainment and Casino Night.

2024 Annual, Indianapolis. Conference Chair Doug Fick sent a report because he could not attend the meeting. There are a significant number of events occurring in Indy around the host hotel: US Swimming Olympic trials, Indianapolis Indians Minor league Baseball, Eiteljorg Indian Market and Community Hospitals Giving Gig. Assisting conference attendees onsite on Saturday is going to be an extra large focus for the host committee. The Welcome Party will be at the zoo and Members Night Out will have a driving simulator and a DJ/ MC to keep things interactive and people engaged. Tours will be the Speedway and the infrastructure to convert Lucas Oil (NFL Stadium) into an Olympic Natatorium.

2025 Winter, Orlando. Jason Aphonso said the Welcome Party is planned for the Orlando Auto Museum at Dezerland. Tours are being planned for the Kennedy Space Center, Florida Solar Energy and the Orange County Convention Center.

5. 2024 Winter Conference, Chicago

Ms. Suzanne LeViseur reported that there had been a problem with reviewing presentations for commercialism but that the backlog has been cleared up. All other preparations for the conference are ready to go.

6. 2024 Annual Conference, Indianapolis

Mr. Brian Fronk reported that 111 conference paper abstracts were received and that 93 abstracts accepted.

7. 2025 Winter Conference, Orlando

Mr. Som Shrestha reported that he identified nine tracks. He is seeking comments on the tracks and track abstracts. Track chairs will be named.

8. Subcommittee Reports

a. CEC Executive Subcommittee

Mr. Simonetti said CEC received two referrals from Members Council from motions that were approved at Chapter Regional Conferences. He said ExCom reviewed and approved responses to the motions. He asked for CEC's approval.

Motion 1

CEC ExCom moves that the following referral and answer be approved:

Fall 2023 CRC, Region-at-Large Sub Region 2 Chair, Motion #40 ((October 7, 2023): "It is proposed that Society walks the talk by demonstrating leadership by starting the de-carbonization initiative from its meetings & conferences by curtailing serving meat."

CEC response: The implementation of such a motion presents a variety of technical and social challenges. It was noted that an initiative to "curtail serving meat" at ASHRAE conferences would not have the carbon impact desired based upon preliminary discussion. Furthermore, this initiative would be reducing the choices for members attending the conferences. Based on historical initiatives ASHRAE already provides up to 20% of meals as vegetarian at each conference. CEC will explore other ways to reduce the carbon impact of conferences.

Vote: 16-0-0, CNV. Passed

Motion 2

CEC ExCom moves that the following referral and answer be approved:

Fall 2023 CRC Motion, Region-at-Large Pune Chapter - Motion 43 (October 7, 2023): "We propose the development of guidelines to quantify the emissions due to ASHRAE events and Conferences, with an intent to organize Net Zero Carbon/ Carbon neutral events for major events (e.g., CRC)."

CEC response: There are a number of tools being developed by ASHRAE and other organizations to quantify emissions. CEC will seek guidance to determine if the existing tools to provide the guidance to develop such guidelines to quantify emissions from ASHRAE events and conferences.

During the discussion of the motion, it was mentioned that the reason for the motion was to address travel to conferences. ASHRAE and other organizations are developing tools to quantify emissions. There is a need to quantify emissions first and then apply what is learned. A general response that ASHRAE is working on this and it is coming would be sufficient. Also, it was noted that chapter guidelines are being developed.

Vote: 16-0-0, CNV. Passed

Motion 3

CEC ExCom moves that the following registration rates for the 2025 Winter and Annual Conferences be approved:

Member Early Bird	\$790
First Time Member Early Bird	\$765
Non Member Early Bird	\$1065
First Time Non Member Early Bird	\$1040
Life Member/Speaker/BOD/PM/LeadDRs/CEC	\$195
Member Advance	\$835
First Time Member Advance	\$810
Non Member Advance	\$1090
First Time Non Member Advance	\$1065
Member Onsite	\$1090
First Time Member Onsite	\$1065
Non Member Onsite	\$1340
First Time Non-Member Onsite	\$1315
One Day Member	\$420
One Day Non Member	\$500
SBA/Student Member	\$25
Student Non Member	\$55
Companion	\$60
One Session Onsite	\$75
Virtual Member	\$500
Virtual Non Member	\$550
Virtual Reduced	\$125
Virtual Company Package (3-5)	\$2135
Virtual Company Package (6-10)	\$4020
Virtual Company Package (11-20)	\$7535

Background: the 2025 rates are \$35 higher than the 2024 rates, which is less than a 5% increase.

Vote: 16-0-0, CNV. Passed

b. Joint Exposition Policy Committee

Mr. Michael Cooper said the 2024 AHR Expo in Chicago has over 530K exhibit space sold. The 2025 AHR Expo in Orlando has 90% of the floor space sold. He said the AHR Expo Mexico is doing very well. He also pointed out that the dates for the 2029 AHR Expo in Las Vegas will be at the end of February – beginning of March.

c. Topical Conferences Subcommittee

Mr. Davide Ziviani reported on the conferences in process and proposed conferences.

Topical Conferences in Process

- i. April 17-19, 2024 -- ASHRAE International Conference on Building Decarbonization, Madrid
- ii. June 24-26, 2024 – Conference on Integrated Design, Construction and Operations, Indianapolis, IN
- iii. September 26-27, 2024, Women in ASHRAE Leadership Symposium, Chicago, IL
- iv. October 3-4, 2024 – 6th Conference on Efficient Building Design, Beirut
- v. October 21-23, 2024 – 2024 ASHRAE Decarbonization Conference: Decarbonizing Existing Tall Buildings, New York City
- vi. September 2025 – IEQ 2025, Montreal, QC, Canada
- vii. Dec 8-11, 2025 -- Buildings XVI, Clearwater, FL

Topical Conferences Proposed

- i. April 23-24, 2025, Hot Climates Conference, Doha, Qatar

- ii. June 2025 – Industrial Ventilation Conference co-located with the 2025 Annual Conference (tracks only), Phoenix, AZ

In addition, the following conferences were put on since the 2023 Annual Conference:

- i. September 11-13, 2023 – Building Performance Analysis Conference, Austin, Texas. 230 registrants attended the conference from 11 countries; 45% of the registrants were ASHRAE members. The conference featured a strong technical program with up to three concurrent sessions; there were 2 keynote presentations, 23 seminars, 5 panels and 1 debate with a total of 111 speakers.
- ii. October 25-27, 2023 – Decarbonization Conference for the Built Environment, Arlington, Virginia. The conference was organized by ASHRAE, IFMA, AIA, APPA and MCAA. 430 registrants attended the conference from 7 countries; 53% of the registrants were ASHRAE members. The conference featured a strong technical program with up to four concurrent sessions; there were 4 keynote presentations, 23 seminars and 17 panels with a total of 149 speakers.
- iii. November 28-30, 2023 – ICERD-8, Kuwait. The conference was organized by ASHRAE, Kuwait University and the Kuwait Chapter. 165 people attended the formal Opening Ceremony and Conference. There were 5 keynote speakers, 1 panel, 2 workshops, 2 industrial sessions, 10 paper sessions with a total of 42 papers presented.

d. Operations Subcommittee

Ms. Maggie Moninski reported on activities of the subcommittee: update training materials, Basecamp cleanup, training for technical chairs, training for session chairs, MOP updates, providing more guidance for STBE issues and to address using software names in presentations.

e. Paper Submission ad hoc Subcommittee

Ms. Kristen Cetin the ad hoc had last met in October 2023. She said 24 invites were sent to authors of accepted papers at the 2023 Annual Conference for STBE and 8 responded they were interested. The recommendation to move forward with implementing DOI (Direct Object Indicator) for accepted papers is in staff's hands to determine pricing and moving forward. The condensed, tight schedule for conference papers created some problems for the 2024 Winter Conference, but a more reasonable schedule has been put in place for the 2024 Annual Conference that aligns final paper acceptance/rejection with registration deadlines. The intent is to apply lessons learned to the conference paper schedule for the 2025 Winter Conference.

9. New Business

Honors and Awards Committee Chair Isabelle Lavoie said a new award is being considered that would incorporate resiliency, decarbonization and indoor environmental quality. She asked for CEC's comments and ideas on anything for this proposed award.

10. MBOs

Mr. Simonetti reviewed the committee's MBOs for 2023-2024. See Attachment A.

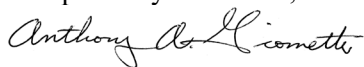
11. Next Meeting

Saturday, June 22, 2024, Indianapolis, Indiana.

12. Adjournment

Mr. Simonetti adjourned the meeting at 11:30 a.m.

Respectfully submitted,



Anthony A. Giometti

MBO Submission to Planning		Updated 06/23/2023		ATTACHMENT F	
Council:	Members Council		Raul Simonetti		
Committee:	CEC		Maggie Moninski		
MBO #	Description	Metric (how do we determine success?)	Completion % /Date	Financial Assist Req'd?	MBO Comments
1	Improving CEC operations through more structured information distribution and storage	CEC's basecamp reorganized	12/31/2023	No	Avoid duplicates, rename directories to meaningful names, standardize structures and sub-structures as much as possible
2	Streamlining review process for papers and presentations through automation	Prompt feedback to authors; Reducing number of review iterations	12/31/2025	No	Partially automate the presentation review process so as to better utilize volunteer time and reduce number of review cycles. This will also help improve the overall conference speaker/author experience, encourage future ASHRAE participation. May need financial assistance for implementation. <u>Delayed to 2025 due to merging of US sw provider with German HQ.</u>
3	Selecting the conference chairs for the 2026 Winter and 2026 Annual	Complete selection of chairs	12/31/2023	No	Complete assignments to allow for early planning to begin for these conferences.
4	Applying DEI Initiatives to conference programs	Diversity of speakers, sessions, and topics.	6/30/2024	No	The committee looks forward to receiving additional guidance from the society level DEI committee.
5	Improving the quality of papers and programs submitted for conference attendees	Change the award for Technical Paper Award to Best Paper Award, update the 3-Strike Policy and have it implemented	6/30/2024	No	The need to change the award name comes from the fact that Technical Papers are not in the conferences's scope anymore. Changes already approved by Op Sucomm on 6/6/23 to be voted on by the Full CEC during the 2023 Annual Conference in Tampa, then to be implemented.
6	Improving author experience through more effective committee member training	Reducing the number of review iterations by providing more consistency in review comments	6/30/2024	No	2 non-compliant papers + 2 compliant papers + 2 non-compliant slides + 2 compliant slides shall be selected from a previous conference. A senior reviewer shall train all CEC members to properly review those documents and implement a 2-stage review process by highlighting how to do reviews, what to look after, and why they are compliant or not.
7	Aligning conference programs with targeted conference attendees	Comparing attendees to the target type of audience	6/30/2024	No	1st step: identifying the target audience 2nd step: defining the tracks 3rd step: collecting data 4th step: analyzing data 5th step: improving, loop to 1st step