2022 SPRING MEETING MINUTES

RESEARCH ADMINISTRATION COMMITTEE

Spring Teleconferences

MARCH 28TH, & APRIL 21st, 2022

Note: These draft minutes have not been approved and are not the official record until approved by the Research Administration Committee.

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PRINCIPAL MOTIONS
RESEARCH ADMINISTRATION COMMITTEE
MARCH 28TH & APRIL 21ST, 2022

NO.	PAGE	MOTION
1	1	the draft minutes of the RAC 2022 winter meeting be approved as drafted.
2	3	the following eight projects be released for bid in the spring: 1716-TRP, 1789-TRP, 1790-TRP, 1815-TRP, 1835-TRP, 1843-TRP 1854-TRP and 1890-TRP.
3	3	**1927-RTAR** *Building Operations and Equipment Key Performance Indicators* – TC 1.4 (Control Theory and Application), be <u>accepted w/comments.</u>
4	3	**1932-RTAR** *Metrics that can Predict IEQ Effects on Productivity* – TC 2.1 (*Physiology and Human Environment)*, be <u>returned.</u>
5	4	**1937-RTAR** *Capillary Tube and Short Tube Orifice Performance for Lower GWP Refrigerants* – TC 8.8 (Refrigerant System Controls and Accessories), be <u>accepted.</u>
6	4	**PTAR-002** *Reference Guide for State-by-State Codes on Public Water Supply as Applicable to Building Consecutive Water Treatment Systems* – TC 3.6 (Water Treatment), be <u>rejected.</u>
7	4	**PTAR-003** *Design Guide for Radiant Heating and Cooling Systems* – TC 6.5 (*Radiant Heating and Cooling)*, be <u>rejected</u>.
8	4	**1889-WS**, *Graywater use in Healthcare Facilities – determining risk and appropriate design responses* – TC 9.6 (Healthcare Facilities), is <u>accepted with comments.</u>

RESEARCH ADMINISTRATION COMMITTEE
MARCH 28TH & APRIL 21ST, 2022

MEMBERS PRESENT: **GUESTS**:
Michael Pouchak*, Chair*
Omar Abdelaziz*, Vice-chair*
William Murphy*, Chair RAS*
Paolo Tronville, *Chair RPS,*
Ahmed Kashef, *RL Section 1.0,*
William Hutzel, *RL Section 2.0*
Chee Sheng Ow, *RL Section 3.0*
Natascha Ferretti, *RL Section 4.0*
Jin Wen, *RL Section 5.0*   **ASHRAE STAFF**
Stefan Elbel, *RL* Section 6.0   Michael Vaughn, *MORTS*
James Bogart, *RL Section 7.0*   Donna Daniel, *COORD*
Christopher Seeton, *RL Section 8.0,*
Roland Charneux *RL Section 9.0*
Lorenzo Cremaschi, *RL Section 10.0*
Tyler Glesne, *BOD Ex-Officio*

A.   CALL TO ORDER & INTRODUCTIONS

B.   ASHRAE CODE OF ETHICS
https://www.ashrae.org/about-ashrae/ashrae-code-of-ethics

C.   ADDITIONS AND/OR CHANGES TO THE AGENDA

D.   APPROVAL OF WINTER '22 MINUTES

It was moved and seconded that,

(1)   the draft minutes of the RAC 2022 winter meeting be approved as drafted.

      MOTION #1 PASSED: 11-0-0-1 (12) CNV

E.   CHAIR'S REPORT
      a) Disposition of Motions from Last Meeting or Letter Ballot Votes Since last Meeting
          • RTAR 1936 was Accepted with Comments after the fall meeting via Letter Ballot Vote: RAC vote was 6-5-0-3, (14) CNV

- New <u>Research Strategic Plan for the Society</u> was also passed via letter ballot vote of RAC. Vote Count was 13-0-1, (14) CV and was then passed on to Technology Council for a final vote.
<u>New & On-going Action Items Assigned by Tech. Council</u> - None

b) <u>New Information Items</u>: Initial Plans for Research Subcommittee Chair's Breakfast on Monday January 31st starting at 6:30 am

c) MBO Status Report – Review with action items
NEW MBO results are stored at: (docs & Files\ref info\RAC new topics\Jan'21Mbos)
https://3.basecamp.com/3106353/buckets/3496690/vaults/4498975095

d) **AI#1**- I would like to have all the RLs update the last 2 years of historical results for their sections. Staff should distribute the Winter 2022 RL reminder report immediately to all RLs. Reminder Reports should be put in the Basecamp ASHRAE RL "X" (x=your section #) location ASHRAE RL "X" / Docs & Files / Ref Info / RL "X" Status / RL "X" Reminders – 2022 Winter Meeting.rev#.xls. RLs should send an email to Donna and Mike V. after the RL reminder reports have been updated and posted to basecamp. See Rac Excom or RAC chair for help.

e) **AI#2 –** Ensure all the RLs update the Basecamp RL "x" sites with their TC roster, RP folders, updated summary pages and remove old information. Move completed projects to completed folders. See Rac Excom or RAC chair for help.

f) **AI#3 –** Each RL invite their sections Research subcommittee chairs to the Research Breakfast Basecamp project. Update ASHRAE Research Subc Chairs / Docs & Files / TC and Subcom list with names and email addresses of your TC research subc names.   See Rac Excom or RAC chair for help.

g) **AI#4** - Staff to Remove extra RL X sites (with only 1 project member) created last year (Keep "ASHRAE RL X" sites!) RL reminder and basecamp training is published at
https://3.basecamp.com/3106353/buckets/3496690/vaults/2399793514
(rac basecamp/docs&files / ref info/ training/ rl training)

F.   BOD EX-OFFICIO & COORD. OFFICER
none

G.   ACTION ITEMS

Research Administration Committee (RAC)
Winter 2022

Action #	Responsibility	Summary of Action	Status
1	RLS	All the RLs update the last 2 years of historical results for their sections. Staff should distribute the Winter 2022 RL reminder report immediately to all RLs. Reminder Reports should be put in the Basecamp ASHRAE RL "X" (x=your section #) location ASHRAE RL "X" / Docs & Files / Ref Info / RL "X" Status / RL "X" Reminders – 2022 Winter Meeting.rev#.xls. RLs should send an email to Donna and Mike V. after the RL reminder reports have been updated and posted to basecamp. See Rac Excom or RAC chair for help.	**On-going**

2	RLS	Ensure all the RLs update the Basecamp RL "x" sites with their TC roster, RP folders, updated summary pages and remove old information. Move completed projects to completed folders. See Rac Excom or RAC chair for help.	**On-going**
3	RLS	Each RL invite their sections Research subcommittee chairs to the Research Breakfast Basecamp project. Update ASHRAE Research Subc Chairs / Docs & Files / TC and Subcom list with names and email addresses of your TC research subc names. See Rac Excom or RAC chair for help	**On-going**
4	Staff	Remove extra RL X sites (with only 1 project member) created last year (Keep "ASHRAE RL X" sites!) RL reminder and basecamp training is published at https://3.basecamp.com/3106353/buckets/3496690/vaults/2399793514 (rac basecamp/docs&files / ref info/ training/ rl training)	**Complete**

H.   TRPs to BID or REBID in spring 2022

It is moved and seconded that,

(2)   that the following eight projects be released for bid in the spring: 1716-TRP, 1789-TRP, 1790-TRP, 1815-TRP, 1835-TRP, 1843-TRP 1854-TRP and 1890-TRP.

   MOTION #2 PASSED RAC: 12-0-0-1 (13) CNV

RECESSED

RECONVENED April 21, 2022

I.   RTAR Review (3 new or revised RTARs)
It was moved and seconded that,

(3)   **1927-RTAR** *Building Operations and Equipment Key Performance Indicators* – TC 1.4 (Control Theory and Application), be accepted w/comments.

   MOTION #3 PASSED: 13-0-0-1 (14) CNV

It was moved and seconded that,

(4)   **1932-RTAR** *Metrics that can Predict IEQ Effects on Productivity* – TC *2.1 (Physiology and Human Environment)*, be returned.

   MOTION #4 PASSED: 12-0-0-2 (14) CNV

It was moved and seconded that,

(5)   **1937-RTAR** *Capillary Tube and Short Tube Orifice Performance for Lower GWP Refrigerants* – TC 8.8 (Refrigerant System Controls and Accessories), be accepted.

   MOTION #5 PASSED: 11-0-0-3 (14) CNV

J.   PTAR Review (2 new PTARs)

It was moved and seconded that,

(6)   **PTAR-002** *Reference Guide for State-by-State Codes on Public Water Supply as Applicable to Building Consecutive Water Treatment Systems* – TC 3.6 (Water Treatment), be <u>rejected.</u>

    MOTION #6 PASSED RPS: 5-0-0-1 (6) CNV

It was moved and seconded that,

(7)   **PTAR-003** *Design Guide for Radiant Heating and Cooling Systems* – TC 6.5 (*Radiant Heating and Cooling)*, be <u>rejected</u>.

    MOTION #7 PASSED RPS: 5-0-1-(6) CNV

K.   WORK STATEMENT REVIEW (1 new & revised WSs)

It was moved and seconded that,

(8)   **1889-WS**, *Graywater use in Healthcare Facilities – determining risk and appropriate design responses* – TC 9.6 (Healthcare Facilities), is <u>accepted with comments.</u>

    MOTION #8 PASSED: 13-0-1-0 (14) CNV

L.   CARRY-OVER TRPs/URPs, FUNDED EXTENSIONS & GRANT REQUESTS
NONE

M.   CONSULTANTS REPORTS
    a) AHRI – Xudong Wang
    b) CIBSE – Hywel Davies

N.   UNFINISHED OR OUT-OF-SEQUENCE BUSINESS
NONE

O.   NEW BUSINESS
NONE

ADJOURNED
The meeting of the Research Administration Committee adjourned at 2:30 PM.

RECURRING ACTION ITEMS
(EACH MEETING)

Responsibility	Summary of Action
Chair	Report to Technology Council on RAC's MBO Status.
Research Liaisons	Remind all TC chairs and research subcommittee chairs in section that a draft of all Work Statement and RTARs, and all later versions should be sent to their Research Liaison for review before information is passed on to the Manager of Research.
RPS (Primary) RAS (Secondary)	Review RTARs
RAS (Primary) RPS (Secondary)	Review Work Statements
RAS (Primary) RPS (Secondary)	Review TRPs and URPs
RPS (Primary) upon (Secondary)	Review and revise the Society's Research Implementation Plan based accepted RTARs.
Subcommittee Chairs	Report Status of assigned MBOs.
Staff	Distribute copies of Technology Council's Action Items and Motions affecting RAC.
BOD ExO	Report to the RAC Chair BOD's Actions and Motions affecting RAC.
Staff	Forward URPs to RAS Chair to help identify a champion for the URP on RAC based on members background and experience. The RAC URP Champion will either help select a cognizant TC to review the URP or return the URP with a recommendation that it not be reviewed further as a possible ASHRAE research project.

RECURRING ACTION ITEMS
(WINTER MEETING)

Responsibility	Summary of Action
RAS	Plan TC Research Subcommittee chair Training Workshop for Winter Meeting
RPS	Review Grant-In-Aid Applications
RPS	Review New Investigator Award Nominations
RPS	Review Homer Addams Award Nominations
Chair	Present Service to ASHRAE Research Award to this year's recipient
RAC	Decide if spring meeting is needed and set date for spring meeting.
MORTS	Prepare semi-annual report to RAC by December 15.

RECURRING ACTION ITEMS
(SPRING MEETING)

Responsibility	Summary of Action
RPS	Review Grant-In-Aid Applications

RECURRING ACTION ITEMS
(FALL MEETING)

Responsibility	Summary of Action
RLs	Review "Service to ASHRAE Research Award" nominations submitted by TC chairs and select the best nomination for RAC consideration.

RECURRING ACTION ITEMS
(ANNUAL MEETING)

Responsibility	Summary of Action
RPS	Plan training workshop for new RAC members at the Annual meeting
Research Liaisons Award	Request nominations from TCs for Service to ASHRAE Research
Chair	Invite new members of RAC to the workshop for new RAC members scheduled for the Annual meeting.
MORTS	Prepare semi-annual report to RAC by May 15.