



Shaping Tomorrow's  
Built Environment Today

## **MINUTES**

**RESEARCH ADMINISTRATION COMMITTEE**

**VIRTUAL**

**JANUARY 6<sup>th</sup> & JANUARY 12th, 2021**

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

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**JANUARY 6<sup>th</sup> & JANUARY 12<sup>th</sup>, 2021**

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**PRINCIPAL MOTIONS  
RESEARCH ADMINISTRATION COMMITTEE  
JANUARY 6<sup>th</sup> & JANUARY 12<sup>th</sup>, 2021**

NO.	PAGE	MOTION
1	2	Draft minutes of the RAC fall 20 meeting be approved as written.
2	2	1919-RTAR, <i>The effects of duct size and aspect ratio on flow noise in elbows.</i> – TC 2.6 (Sound and Vibration), is <u>accepted</u> .
3	3	1921-RTAR, <i>Enhancing Whole-Building Calibrated Simulation Using Indoor Environmental Data</i> – TC 4.7 (Energy Calculations), is <u>accepted with comments</u> .
4	3	1825-WS, <i>Quantifying Makeup Air Entering Hood and Impact of Supply Temperature on Hood Performance</i> – TC 5.10 (Kitchen Ventilation), is <u>returned</u> .
5	3	1857-WS, <i>Improved &amp; simplified methodology for describing and calculating heat conduction between buildings and the ground</i> - TC 4.7 (Energy Calculations), is <u>conditionally accepted</u> .
6	4	1873-WS, <i>Upper-Air Ultraviolet Germicidal Irradiation (UVGI) for Tall Spaces</i> – TC 2.9 (Ultraviolet Air and Surface Treatment), is <u>conditionally accepted</u> .
7	4	1907-WS, <i>Development of the First Global Indoor Quality Database</i> – TC 2.1 (Physiology and Human Environment), is <u>returned</u> .
8	4	1912-WS, <i>Impact of Combustion Emissions from Gas-fired Combustion Devices on Indoor Air Quality</i> – SSPC 62.2 (Ventilation and Acceptable Indoor Air Quality in Residential Buildings), is <u>returned</u> .
9	4	1913-WS, <i>Study of the Corrosion Impact on Information Technology Equipment in Data Centers Located in Coastal Regions with High Sea Salt Concentrations and the level of Filtration Required for Reliable Operation of this Equipment</i> – TC 9.9 (Mission Critical Facilities, Data Centers, Technology Spaces, and Electronic Equipment) – Co-Sponsor TC 2.3 (Gaseous Air Contaminants and Particulate Contaminant Removal Equipment), is <u>rejected</u> .
10	4	1923-WS, <i>Prepare climatic design conditions for the 2025 ASHRAE Handbook – Fundamentals and ASHRAE Standard 169</i> – TC 4.2 (Climatic Information), Co-Sponsor: TC 4.1 (Load Calculation Data and Procedures), is <u>conditionally accepted</u> .
11	4	RAC approved a motion to award Tabeel Jacob the 2021-22 Homer Addams award.

**New Action Items  
Research Administration Committee (RAC)  
Winter 2020  
JANUARY 6<sup>th</sup> & JANUARY 12th, 2021**

Action #	Responsibility	Summary of Action	Status
1	Everyone	Everyone get your conditionally accept comments to Natascha on WS-1857, particularly Stefan.	
2	Staff	Post updated Research Manual, which now includes information on PTARs to Research Page of Website along with PTAR forms	
3	Staff	Send e-mail to All Research Subc. Chairs announcing that TCs can now develop and submit PTARs to RAC for consideration.	
4	Staff	Add new RAC Conflict-of-Interest text to RAC Reference Manual	
5	Staff		
6			

**Carry-Over Action Items  
Fall Meeting 2020**

Action #	Responsibility	Summary of Action	Status
1	Abdelaziz, Ow	Finalize conflict-of-interest text initiated by Wilkins for RAC members who bid on research projects while serving on RAC that could be added to RAC Reference Manual.	New
2	MORTS	Pass URPs 1905, 1911, and 1914 on to the ASHRAE Washington D.C. Office, who in turn could share with NIH, NIOSH, which they may wish to fund. Also notify ETF as to what we did regarding these three URPs.	On-going

**RECURRING ACTION ITEMS  
(EACH MEETING)**

<b><u>Responsibility</u></b>	<b><u>Summary of Action</u></b>
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  
(FALL MEETING)**

<b><u>Responsibility</u></b>	<b><u>Summary of Action</u></b>
RAS	Initial Plan for Research Breakfast Workshop for Winter Meeting
RLs	Review "Service to ASHRAE Research Award" nominations submitted by TC chairs and select the best nomination for RAC consideration.
MORTS	Prepare semi-annual report to RAC by December 15.

**RECURRING ACTION ITEMS**  
**(WINTER MEETING)**

<b><u>Responsibility</u></b>	<b><u>Summary of Action</u></b>
RPS	Review New Investigator Award Nominations
RPS	Review Homer Addams Award Nominations
RPS	Review Innovative Research Grant (IRG) Pre-Proposals
MORTS	Prepare semi-annual report to RAC by May 15.

**RECURRING ACTION ITEMS**  
**(SPRING MEETING)**

<b><u>Responsibility</u></b>	<b><u>Summary of Action</u></b>
RPS	Plan workshop for new RAC members at the Annual meeting.
RPS	Review Grant-In-Aid Applications

**RECURRING ACTION ITEMS**  
**(ANNUAL MEETING)**

<b><u>Responsibility</u></b>	<b><u>Summary of Action</u></b>
Chair	Invite new RAC members to meeting and any training sessions at meeting.
Incoming Chair	Finalize MBOs and roster assignments. Set date for fall meeting.
RAS	Review Invited Innovative Research Grant (IRG) Full-Proposals

LIST OF ATTACHMENTS

None



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## MINUTES

### RESEARCH ADMINISTRATION COMMITTEE REPORT TO TECHNOLOGY COUNCIL JANUARY 6<sup>th</sup> & JANUARY 12<sup>th</sup>, 2021

#### MEMBERS PRESENT:

Christopher Wilkins, *Chair*  
Michael Pouchak, *Vice-chair*  
Omar Abdelaziz, *Chair RAS*  
Dennis Loveday, *Chair RPS*  
Ahmed Kashef, *RL Section 1.0, (01/06 only)*  
William Hutzler, *RL Section 2.0*  
Chee Sheng Ow, *RL Section 3.0*  
Natascha Milesi-Ferretti, *RL Section 4.0*  
Jin Wen, *RL Section 5.0, (01/06 only)*  
Stefan Elbel, *RL Section 6.0*  
William Murphy, *RL Section 7.0*  
Christopher Seeton, *RL Section 8.0*  
Paolo Tronville, *RL Section 9.0*  
Lorenzo Cremaschi, *RL Section 10.0*  
Hywel Davies, *Consultant CIBSE (01/06 only)*  
Tyler Glesne, *BOD Ex-Officio*  
William McQuade, *Coordinating Officer (01/06 only)*

#### GUESTS:

#### ASHRAE STAFF:

Michael Vaughn, *MORTS*  
Donna Daniel, *COOD*

#### MEMBER ABSENT:

Ian Cull, *Consultant IAQA*

#### A. CALL TO ORDER

Chair Wilkins called the meeting of the committee to order at 12:00 PM.

#### B. ADDITIONS AND/OR CHANGES TO THE AGENDA

None

#### C. APPROVAL OF 2020 VIRTUAL FALL MINUTES

It was moved and seconded that,

- (1) The draft minutes of the RAC fall 2020 meetings be approved as written.

**MOTION #1 PASSED:** 13-0-0-1, CNV



**D. CHAIR’S REPORT – WILKINS**

- a) Disposition of RAC Motions from Last Meeting – Motion to award the Service to ASHRAE Research Award to Lawrence Markel for his work on RP-1848 was reported to TechC.
- b) New and On-going Action Items Assigned by Tech. Council:
  - 1. Define success metric for SY 20-21 RAC MBOs
- c) Discussion Items:
  - 1. PTAR process update – staff has updated the Research Manual to now include the new PTAR procedures and forms
  - 2. RAP Progress to date – great progress has been made by RAP on the new Research Strategic Plan – RAP plan to meet in mid to late February to possibly vote on the plan.
  - 3. Development of PES training module is complete & 1<sup>st</sup> training session will occur prior to posting our next project for bid.
- d) New Information Items:
  - 1. TBD
- e) MBOs

**E. BOD EX-OFFICIO & COORDINATING OFFICER REPORTS**

- 1. BOD Ex-Officio, Trent Hunt gave ExO presentation to RAC. Highlights of the report were the need to plan a system to track MBO’s, RTARs, research projects, and work statements. Digital ASHRAE versus paper-based system. The Kaggle project is a good example of working outside the box.

**F. ACTION ITEM TRACKING AND PRELIMINARY REVIEW OF FALL ‘20 ACTIONS & CARRY-OVER ACTIONS FROM PREVIOUS MEETINGS**

**Carry-Over Action Items  
Research Administration Committee (RAC)  
Fall Meeting 2020**

Action #	Responsibility	Summary of Action	Status
1	Abdelaziz, Ow	Finalize conflict-of-interest text initiated by Wilkins for RAC members who bid on research projects while serving on RAC that could be added to RAC Reference Manual.	Complete
2	MORTS	Pass URPs 1905, 1911, and 1914 on to the ASHRAE Washington D.C. Office, who in turn could share with NIH, NIOSH, which they may wish to fund. Also notify ETF as to what we did regarding these three URPs.	On-going
3	MORTS	Investigate to determine if the Service to ASHRAE Research Award can be awarded to more than one individual each year.	Current award text allows for only 1 recipient per year. Fiscal impact if additional awards are

			granted.
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**Carry-Over Action Items  
Research Administration Committee (RAC)  
Annual Meeting 2020**

Action #	Responsibility	Summary of Action	Status
6	MORTS	Present the Service to ASHRAE Research Award at the Annual meeting instead of Winter meeting because award recommendation needs to be endorsed by Honors and Awards and Members Council at winter meeting first.	On-going

**G. RTAR REVIEW**

RTAR reviewed two RTARs

It is moved and seconded that,

- (2) 1919-RTAR, *The effects of duct size and aspect ratio on flow noise in elbows.* – TC 2.6 (Sound and Vibration), is accepted-as-is.

**MOTION #2 PASSED:** 13-0-0-1, CNV

It is moved and seconded that,

- (3) 1921-RTAR, *Enhancing Whole-Building Calibrated Simulation Using Indoor Environmental Data* – TC 4.7 (Energy Calculations), is accepted with comments.

**MOTION #3 PASSED:** 12-0-1<sup>1</sup>-1, CNV

No action was taken on the following RTARS:

- 1920-RTAR, Building Energy Data-Driven Prediction Modeling Toolkit – TC 4.7 (Energy Calculations)  
Status: Hold until RL reviews and oks – RL did not ok prior submission.
- 1925-RTAR, Building Operation & Equipment Key Performance Indicators – TC 1.4 (Thermodynamics And Psychrometrics)  
Status: Hold until RL reviews and oks – RL did not ok prior submission.

**H. WORK STATEMENT REVIEW**

It is moved and seconded that,

- (4) 1825-WS, Quantifying Makeup Air Entering Hood and Impact of Supply Temperature on Hood Performance, sponsored by TC 5.10 (Kitchen Ventilation), is returned.

**MOTION #4 PASSED RAS:** 5-0-0-1, CNV

It is moved and seconded that,

- (5) 1857-WS, Improved & simplified methodology for describing and calculating heat conduction between buildings and the ground, sponsored by TC 4.7, (Energy Calculations), is conditionally accepted.

**MOTION #5 PASSED:** 10-1<sup>2</sup>-0-1, CNV

<sup>1</sup> Dennis Loveday abstained because of his professional relationship.

<sup>2</sup> Stefan Elbel voted against because comments are extensive and would be better if returned.

It is moved and seconded that,

- (6) 1873-WS, Upper-Air Ultraviolet Germicidal Irradiation (UVGI) for Tall Spaces, sponsored by TC 2.9, is conditionally accepted.

**MOTION #6 PASSED:** 11-0-1-1, CNV

It is moved and seconded that,

- (7) 1907-WS, Development of the First Global Indoor Quality Database; sponsored by TC 2.1 (Physiology and Human Environment), is returned.

**MOTION #7 PASSED RAS:** 5-0-0-1, CNV

It is moved and seconded that,

- (8) 1912-WS, Impact of Combustion Emissions from Gas-fired Combustion Devices on Indoor Air Quality, sponsored by SSPC 62.2, (Ventilation and Acceptable Indoor Air Quality in Residential Buildings), previously topic # 1798, is returned.

**MOTION #8 PASSED RAS:** 5-0-0-1, CNV

It is moved and seconded that,

- (9) 1913-WS, Study of the Corrosion Impact on Information Technology Equipment in Data Centers Located in Coastal Regions with High Sea Salt Concentrations and the level of Filtration Required for Reliable Operation of this Equipment sponsored by TC 9.9, (Mission Critical Facilities, Data Centers, Technology Spaces, and Electronic Equipment); co-sponsored by TC 2.3, (Gaseous Air Contaminants and Particulate Contaminant Removal Equipment), is rejected.

**MOTION #9 PASSED RAS:** 4-1-0-1, CNV

It is moved and seconded that,

- (10) 1923-WS, Prepare climatic design conditions for the 2025 ASHRAE Handbook – Fundamentals and ASHRAE Standard 169, sponsored by TC 4.2, (Climatic Information); co-sponsored by TC 4.1, (Load Calculation Data and Procedures), is conditionally accepted.

**MOTION #5 PASSED:** 11-0-0-1, CNV

**I. SY 20-21 Research Manual Update & Results from Letter Ballot Vote**

- a) SY 20-21 Research Manual Update which now includes the PTAR Process
- b) RAC Letter Ballot Vote Results on new Research Manual

**J. HOMER ADAMS**

It is moved and seconded that,

- (4) RAC approved a motion to award **???** the 2020-21 Homer Addams award.

**MOTION # PASSED:** 13-0-1, CNV

**ADJOURNED**

RAC adjourned at 5:00 PM.