

# Meeting of UKFN Executive Committee

09:30, Thursday 17 January 2019  
via Webex

## MINUTES

### Present:

Matthew Juniper (Chair)  
Nick Daish  
Anne Juel  
Paul Linden  
Neil Sandham  
Steve Tobias

### Apologies:

Yannis Hardalupas

### 1. Minutes of last EC meeting (1/5/18)

The EC agreed the minutes from the last EC meeting.

### 2. Outstanding actions from previous EC meetings

n/a

### 3. Website

ND went over the main developments in the website since the last meeting, under Home page, SRV page, Resources page, Directory page and GDPR.

NS commented that the website was mature and functioning well.

NS noted that the Directory search results for each person had the appearance of clickable buttons linking to lists of people related to that subject area, institution, etc, whereas they were actually just fixed text. MJ/ND agreed to investigate making the search results interactive in this way, for example by adding the corresponding tag to the search criteria.

**Action: ND/MJ to investigate further interactivity of the Directory research results, by 31/3/18. (\*)**

This was followed by discussion of possible further developments relating to: repurposing What's New on the Home page; whether to retain the Talks page; adding a new Gallery page; and reducing spam subscriptions to the mailing list.

#### *Repurposing What's New*

ND described plans to convert the 'What's New' column on the Home page from news about the UKFN website to news items from UKFN itself. To encourage uptake, ND proposed allowing

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(\*) Already discussed with web developer and added to the list of planned modifications.

network members to add items themselves directly, with suitable moderation, rather than indirectly via email. The EC agreed this would be a useful change.

ST asked if the What's On section could also be open to moderated editing by the network. MJ agreed this could be useful, but suggested first seeing how the What's New modification worked in practice.

**Action: ND/MJ to investigate opening up contribution of news items to website by UKFN members, by 31/3/18. <sup>(\*)</sup>**

#### *Modifying or dropping the Talks page*

There were two aspects: future talks, currently using RSS feeds to list them; and recorded talks.

The future talks section merges RSS feeds of different series of fluids talks, but there were only at present two contributing feeds. Obtaining additional feeds to give a more comprehensive coverage of UK fluids talks had proved problematic. It was agreed that an alternative would be simply to compile a list of links to schedules of fluids talks and include this on the Talks page.

It was agreed to retain the recorded talks section since it was a useful resource and the overhead was small. AJ thought the fairly modest numbers of viewings (5-40) might reflect the fact that their existence was not well known, so further publicity may be worthwhile. ND/MJ agreed to pursue this.

**Action: ND/MJ to investigate modifying the Talks page to include a list of links to fluids talks web pages, by 31/3/18. <sup>(\*)</sup>**

**Action: ND to publicise the recorded talks further, e.g. through the weekly bulletin and Twitter, by 31/1/18. <sup>(†)</sup>**

#### *Gallery page/reducing spam subscriptions to the mailing list*

The EC agreed these were worthwhile additions to the website, with no additional comments.

## **4. Special Interest Groups**

MJ reported on the status of the SIGs, highlighting the following:

- an accumulation of SIG meetings over the remainder of the grant, which would be alleviated if the no-cost extension application is successful (Item 8);
- the success of the SIG Leaders Workshop in Manchester on 4 September 2018, and other collaborative activities between SIGs;
- the predicted underspend by the SIGs.

## **5. Short Research Visits**

MJ reported on the status of the SRVs, highlighting the following:

- SRVs remain popular, with healthy numbers of proposals submitted at each call;
- support of SRVs beyond the original budget is through reallocation of other travel and subsistence funds

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<sup>(†)</sup> Already done; also will tweet new recorded talks as they become available.

## 6. Overall budget

MJ outlined the likely underspend and invited discussion on possible use.

The EC agreed that another SIG Leaders event around the time of the next UK Fluids Conference (end of August 2019) should be planned.

Regarding other ideas for use of any underspend, AJ and ST reported on recent discussions they had had separately on developing fluids-related demos, and asked whether this was something UKFN could support. Specifically

- AJ had discussed with Manchester producing some fluids-related demos that could be a lasting legacy for fluids
- ST reported that Leeds also looked into this while preparing their CDT bid. They had had discussions with Maths World UK, including its CEO, Katie Chicot, about museum-grade exhibits on the theme of fluids, which would become travelling exhibits that could be used in multiple museums
- AJ, ST and PL agreed to discuss this further between themselves and report back after 30 January. They would aim to include Katie Chicot in the discussion.

MJ noted that UKFN funds could be available to facilitate development of such demos, and it may also be possible to support their development directly, depending on the scale of the activity.

**Action: AJ/ST/PL to report back to MJ/ND on discussion of fluids-related demos, by 8/2/18.**

**Action: AJ/ST to continue to feed ideas and report progress to MJ/ND over next 6 months.**

## 7. Supplementary funds

### *Fund uses*

MJ outlined the main uses to date, which have all been prizes for various UKFN competitions: (i) photo/video on website, (ii) UK fluids conference student presentations, and (iii) best fluids thesis.

- The photo/video and UK Fluids Conference student competitions were low cost, useful and popular, and the EC agreed these should continue – funds permitting, for some time, even beyond the end of the grant.
- The competition for the best fluids-themed doctoral thesis is likely to remain relatively expensive (as it was last time), mainly due to covering the costs of speakers to attend the UK Fluids Conference. Nevertheless, the EC supported this and agreed to run it for one more year and then review.

MJ noted the supplementary funds could also possibly take over where outreach T&S had so far been covered by the grant, e.g. to facilitate further videos by Tom Crawford (Item 8).

## 8. Engagement with other UK activities

MJ ran through the various organisations and events with which UKFN has an ongoing interaction. The main points of note in the discussion were the following.

### *EPSRC*

There had been some significant attempts to couple SIGs with CDTs during the recent round of bids, but the results had still not been made public, so further discussion on how to link the two would be deferred until then. (See also Item 9.)

### *ERCOFTAC*

MJ noted that forming a new ERCOFTAC SIG was a potential way for a UKFN SIG to continue into the future, in particular for those UKFN SIGs that (i) did not have a natural way to link with one of the newly-funded CDTs and (ii) worked in a fluids area not already covered by an existing ERCOFTAC SIG. Once the CDT bid results were public, a small number of suitable SIGs would be identified and approached.

### *ERCOFTAC Osborne Reynolds Day*

There were no specific comments to report.

### *UK Fluids Conference*

The EC agreed that UKFN should plan to have the same involvement with this year's UK Fluids Conference in Cambridge as it had with last year's conference in Manchester.

### *Journal of Fluid Mechanics/Tom Crawford*

PL commented that JFM appears to be keen to maintain their ongoing relationship with TC (as social media editor), and therefore further UKFN involvement with JFM, for example supporting TC to travel to make further video interviews, appears possible.

## **9. Long-term plans for UKFN**

MJ gave an update on current activities concerned with the future of UKFN. These could be divided into low-cost and high-cost activities.

Low-cost activities, such as the website and newsletter, were relatively easy to continue and support.

The high-cost activities were the SIGs (and SRVs), and long-term support was more challenging.

### *Support from CDTs*

This had already been discussed in Item 8, pending the publication of the CDT bid results.

### *Facilitating SIG meetings*

The main cost of SIGs arises from their meetings, but this can be substantially reduced if SIG members agree to cover their own travel and accommodation costs. Furthermore, a venue within an institution can almost always be obtained free of charge. The remaining costs – catering, possibly a dinner, and the costs of invited speakers – could be covered by fees.

Comparing the two models for gathering these fees, the EC unanimously agreed a Pay-as-you-go model was preferable to a Subscription model. MJ added that this could be arranged by

- setting up a web-based forum for SIG meetings
- finding suitable institutions willing to act as hubs – both Cambridge and Leeds (confirmed by ST) were happy to do so, and it would be preferable to find others to cover further geographical areas, such as Scotland, London, Western England.

MJ agreed to write up guidance on how to organise a SIG meeting in this way, including typical costs (based on Cambridge), and to share this with other potential hosts over the next few months.

**Action: MJ to provide guidance for potential SIG meeting hosts before the next EC meeting.**

**10. Any other business.**

No further items were proposed for discussion.

**11. Next meeting**

The next meeting would be via Webex in April 2019.

**Action: ND to organise Webex meeting for April 2019.**

*ND/MJ, 6/2/19*