

Meeting Notes

Center for Particulate & Surfactant Systems (CPaSS)

Closed Door IAB meeting; 16-Feb-2017

Item	Discussion & Decisions	Action Items
LIFE forms	Presenters responded to major issues brought out in LIFE forms	➤ Brij to send password for CPaSS website to IAB members to allow access to LIFE form responses
Member recruitment and benefits	<p>Marketing plan</p> <ul style="list-style-type: none"> Ted Astleford explained plans for tasking marketing students to develop marketing plan for CPaSS. Information regarding Strategic Research Plan and Marketing plan to be given to Dr. Astelford prior to kickoff meeting during week of Feb. 27. Vida suggested soliciting projects from potential sponsors <p>Hook projects</p> <ul style="list-style-type: none"> Hook projects, designed as 1-page expositions of the kind of work done in CPaSS, should emphasize: (i) the research is pre-competitive, (ii) general science themes, (iii) members have access to specialized equipment and local experts (i.e. be creative about leveraging one's membership). <p>CPaSS Roadmap</p> <ul style="list-style-type: none"> Roadmap themes to be discussed in Feb. 24 teleconference <p>CPaSS website has been revamped: http://cpass.mse.ufl.edu</p>	<ul style="list-style-type: none"> ➤ RSF organize SPC teleconference re: marketing plan for Feb. 24 ➤ Send comments for marketing students to Dr. Shukla by Feb. 22; include purpose of CPaSS and target companies ➤ Dr. Shukla send Research Strategic plan to IAB members
By-laws	Changes to by-laws were approved. Altony has additional changes to suggest. These should be proposed formally to the CPaSS PI's	
Next meetings	Aug. 8, 2017: SPC meeting at Solvay in Stamford, CT Aug. 9-10, 2017: IAB meeting at Columbia Feb. 13-15, 2018: IAB at UF	➤ RSF/DRN to organize SPC meeting in Stamford

Any corrections or additions should be sent to: Raymond.Farinato@solvay.com

Respectfully submitted,
R.S. Farinato
CPaSS IAB co-chair 21-Feb-2017

Response to Action Items of Meeting Notes
Center for Particulate & Surfactant Systems (CPaSS)
Closed Door IAB meeting; 16-Feb-2017

Item	Discussion & Decisions	Action Items
LIFE forms	Presenters responded to major issues brought out in LIFE forms	<p>➤ 1. Brij to send password for CPaSS website to IAB members to allow access to LIFE form responses</p> <p>Response: Done. LIFE form responses on pdf file also made available to IAB members.</p>
Member recruitment and benefits	<p>Marketing plan</p> <ul style="list-style-type: none"> • Ted Astleford explained plans for tasking marketing students to develop marketing plan for CPaSS. Information regarding Strategic Research Plan and Marketing plan to be given to Dr. Astelford prior to kickoff meeting during week of Feb. 27. • Vida suggested soliciting projects from potential sponsors <p>Hook projects</p> <ul style="list-style-type: none"> • Hook projects, designed as 1-page expositions of the kind of work done in CPaSS, should emphasize: (i) the research is pre-competitive, (ii) general science themes, (iii) members have access to specialized equipment and local experts (i.e. be creative about leveraging one's membership). <p>CPaSS Roadmap</p> <ul style="list-style-type: none"> • Roadmap themes to be discussed in Feb. 24 teleconference <p>CPaSS website has been revamped: http://cpass.mse.ufl.edu</p>	<p>➤ 2. RSF organize SPC teleconference re: marketing plan for Feb. 24</p> <p>Response: Done</p> <p>➤ 3. Send comments for marketing students to Dr. Shukla by Feb. 22; include purpose of CPaSS and target companies</p> <p>Response: Done</p> <p>➤ 4. Dr. Shukla send Research Strategic plan to IAB members</p> <p>Response: Strategic Research Plan made available to all IAB members.</p>
By-laws	Changes to by-laws were approved. Altony has additional changes to suggest. These should be proposed formally to the CPaSS PI's	<p>5. Voting on Bylaws</p> <p>Response: Being done</p>
Next meetings	Aug. 8, 2017: SPC meeting at Solvay in Stamford, CT Aug. 9-10, 2017: IAB meeting at Columbia Feb. 13-15, 2018: IAB at UF	<p>➤ 6. RSF/DRN to organize SPC meeting in Stamford</p>

Item	Discussion & Decisions	Action Items
		Response: Done; SPC meeting on August 9, 2017

Any corrections or additions should be sent to: Raymond.Farinato@solvay.com

Respectfully submitted,

R.S. Farinato

CPaSS IAB co-chair 21-Feb-2017