

Micro and Nano-fluid dynamics technical committee minutes

1. Introductions—many interesting people attended.
2. Previous minutes approved—unanimous vote
3. Report from FED Executive Committee
 - a. Did we get enough sessions? Are we happy with the organization?
 - i. Fred Forster said the sessions were too spread out.
 - ii. Micro/nano issues in different divisions go head to head.
4. JFE Report—no report
5. Report from Microfluidics Symposium—Channy noted that Kendra will be chairing the 2005 meeting with pitiful help from Steve Wereley
 - a. Deadlines for IMECE05:
 - i. One sentence abstract: March 7, 2005
 - ii. Extended abstract (one page text, one page figures) due end of May/beginning of June
 - iii. Notification of acceptance to authors at end of July
 - iv. Full paper due end of August
 - v. Disregard any shuffling of sessions prior to the final schedule
 - b. Advertisement—ads placed in JMEMS and will likely be in JFE as well.
 - i. Send emails to Channy Wong (ccwong@sandia.gov) if you want to be on the Microfluidics
 - ii. It would be great to get a list of FED and MEMS track attendees.
 - iii. The ad for 2005 Symposium was tailored to attract more submissions, especially from industry
 - iv. May be worth looking into co-sponsorship of some sessions—FED, MEMS, heat transfer
 - c. Review process/committee
 - i. fill out the volunteer sheet to help reviewing abstracts
 - ii. New, more quantitative spreadsheet-based review will be used next year
 - iii. Send emails to Kendra if you want to volunteer to review—or maybe Steve, but Kendra to be sure
 - d. Length of symposium—how long can you attend or can you afford to attend?
 - i. Current format is approximately 2 days
 - ii. FF suggested poster sessions could compress the time without cutting the number of presentations
 - e. Formation of new committees
 - i. Invited speakers
 1. FF observed that we have very little funds for invited speakers
 2. Volunteers: Luc Frechette (Luc.Frechette@usherbrooke.ca), Carolyn Fries (carolynf@intelligentmp.com)
 - ii. Awards committee

1. Two awards are given by the FED based on papers submitted to the IMECE
 2. Maybe give a new award to the Microfluidics Symposium best paper
 3. Volunteers: Juan Santiago and Jonathon Posner
- f. Co-organizer for Microfluidics 2006?
- i. CW asked for approval for the ad for 2006 meeting—unanimous approval
 - ii. Jeffrey Allen (jstallen@mtu.edu) volunteered to take the reigns in 2006
6. Calls for new Symposia and Forums
- a. FEDSM2005: deadline date has passed
 - b. FEDSM2006: FF noted that Surya Raghu had done these in the past. Someone should contact him shortly
7. Prizes and Awards
8. Other Business—Announcements for ASME Microchannels meeting was distributed

Meeting adjourned!