



Shaping Tomorrow's  
Built Environment Today

**MINUTES**

**RESEARCH ADMINISTRATION COMMITTEE**

**RAC WEB MEETINGS**

**JUNE 21ST & JULY 15, 2021**

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**JUNE 21, 2021 & JULY 15, 2021**

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**PRINCIPAL MOTIONS  
RESEARCH ADMINISTRATION COMMITTEE  
JUNE 21, 2021 & JULY 15, 2021**

| <b>NO.</b> | <b>PAGE</b> | <b>MOTION</b>   |
|------------|-------------|---|
| 1          | 1           | Minutes for the RAC 2021 spring meetings be approved as drafted.  |
| 2          | 2           | <b>1920-RTAR</b> , <i>Building Energy Data-Driven Prediction Modelling Toolkit</i> ; sponsored by TC 4.7 (Energy Calculations), be <u>accepted with comments</u> .  |
| 3          | 2           | <b>1924-RTAR</b> , <i>Formalizing Thermal Comfort Calculations for Children (0-18yr)</i> ; sponsored by TC 2.1 (Physiology and Human Environment), be <u>accepted with comments</u> .   |
| 4          | 2           | <b>1925-RTAR</b> , <i>Development of View Clarity Performance Metrics for Fenestration Systems</i> ; sponsored by TC 4.5 (Fenestration)   |
| 5          | 2           | <b>1927-RTAR</b> , <i>Building Operations Key Performance Indicators</i> ; sponsored by TC 1.4 (Control Theory and Application), be <u>rejected</u>   |
| 6          | 2           | <b>1928-RTAR</b> , <i>Improving Test Methods to Measure Air Cleaner Performance Against Airborne Pathogens</i> ; sponsored by TC 2.9 (Ultraviolet Air and Surface Treatment), be <u>accepted with comments</u> .  |
| 7          | 2           | <b>1929-RTAR</b> , <i>Evaluation of Building Life Cycle Analysis Tools Incorporating Embodied Carbon</i> ; sponsored by TC 2.8 (Building Environmental Impacts and Sustainability), be <u>accepted with comments</u> .  |
| 8          | 3           | the RTAR proposal scoring be changed to; accept with or without comments, return or reject be approved.   |
| 9          | 3           | the Service to ASHRAE award be awarded to multiple qualified applicants who score ten or more points be approved.   |
| 10         | 3           | <b>1869-WS</b> – Evaluation of VOCs with Respect to Development of Revised Standard 62.1 Indoor Air Quality Procedure (IAQP) Design Compounds and Design Limits, sponsored by TC 2.3 be <u>conditionally accepted</u> .   |
| 11         | 3           | <b>1887-WS</b> - Energy Usage for Indoor Plant Environments, sponsored by TC 2.2 be <u>returned</u> .   |
| 12         | 3           | <b>1918-WS</b> – <i>The Verification of openings, the limitations of openings, air distribution and humidity conditions in Naturally Ventilated spaces to compliment Section 6.4 of ASHRAE Standard 62.1</i> , sponsored by SSPC 62.1, be <u>conditionally accepted</u> .                             |
| 13         | 4           | <b>1919-WS</b> - <i>The effects of duct size and aspect ratio on flow noise in elbows</i> , sponsored by TC 2.6, be <u>conditionally accepted</u> .   |
| 14         | 4           | <b>1926-WS</b> – <i>Update of U-factors, Solar Heat Gain Coefficient and Visible Transmittances of Standard Fenestration Units made from Representative Fenestration Frame and Glazing System in the Fenestration Chapter of Handbook of Fundamentals</i> , sponsored by TC 4.5, be <u>returned</u> . |

**Action Items  
Research Administration Committee (RAC)  
Annual Meeting 2021**

| <b>Action #</b> | <b>Responsibility</b> | <b>Summary of Action</b>   | <b>Status</b> |
|-----------------|-----------------------|--|---------------|
| 1               | Staff                 | 1850-TRP Return letter to TC 4.2 should recommend award to White Box Technology as lowest cost responsive bid or TC should prepare project for rebid with expanded list of bidders.  | Complete      |
| 2               | Staff                 | Continue to collect project cost data for the new research project estimating guide.   | OG            |
| 3               | Staff                 | Send PES training module to RAC members.   | Complete      |
| 4               | Staff                 | Return letters to TC 6.3 for RTARs 1910 & 1911 should strongly encourage TC 6.3 to combine RTAR 1910 and 1911 into one project work statement with the tracking number 1910. Also add TC 1.4 as co-sponsor.                | Complete      |
| 5               | MORTS                 | Poll for two RAC fall web meetings once TechC fall meeting date is set – Nov. 13, 2020   | Complete      |
| 6               | MORTS                 | Poll for new member training in July or Aug.   | Complete      |
| 7               | MORTS                 | Recommend the SY19-20 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. | OG            |

**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)<br>RAS (Secondary)  | Review RTARs  |
| RAS (Primary)<br>RPS (Secondary)  | Review Work Statements  |
| RAS (Primary)<br>RPS (Secondary)  | Review TRPs and URPs  |
| RPS (Primary)<br>upon (Secondary) | Review and revise the Society's Research Implementation Plan based accepted RTARs.  |
| Subcommittee<br>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 meeting.               | 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**

ATTACHMENT 1:  
ATTACHMENT 2:  
ATTACHMENT 3:



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## MINUTES

### RESEARCH ADMINISTRATION COMMITTEE JUNE 21ST & JULY 15, 2021

#### MEMBERS PRESENT:

Christopher Wilkins, *Chair*  
Michael Pouchak, *Vice-chair*  
Omar Abdelaziz, *Chair RAS*  
Dennis Loveday, *Chair RPS*  
Ahmed Kashef, *RL Section 1.0*  
William Hutzal, *RL Section 2.0*  
Chee Sheng Ow, *RL Section 3.0*  
Natascha Milesi-Ferretti, *RL Section 4.0*  
Jin Wen, *RL Section 5.0*  
Stefan Elbel, *RL Section 6.0 (July 15<sup>th</sup> only)*  
William Murphy, *RL Section 7.0*  
Christopher Seeton, *RL Section 8.0*  
Paolo Tronville, *RL Section 9.0*  
Lorenzo Cremaschi, *RL Section 10.0*  
Tyler Glesne, *BOD Ex-Officio*  
William McQuade, *Coordinating Officer*  
James Bogart, *Incoming RL .0*  
Roland Charneaux, *Incoming RL .0*

#### GUESTS:

#### ASHRAE STAFF:

Michael Vaughn, *MORTS*  
Donna Daniel, *COORD*

#### MEMBERS ABSENT:

#### A. CALL TO ORDER & INTRODUCTIONS & ASHRAE CODE OF ETHICS

Chair Wilkins called the meeting of the committee to order on Monday, June 21, 2021, at 12:00 p.m. and recessed at 2:00 PM. The meeting was reconvened on Thursday, July 15, 2021, at 2:00 p.m. and adjourned at 4:00 p.m. <https://www.ashrae.org/about-ashrae/ashrae-code-of-ethics>

#### B. MEETING AGENDA

- a) BOD ExO Presentation – Glesne
- b) Other additions or changes to agenda
- c) Budget Impact Summary:  
RAC will learn following this meeting what pending projects if any can be released for bid in a fall 2021 solicitation once Board approves budget for SY 21-22. We will also learn if grants and awards can be solicited for SY 21-22.

#### C. APPROVAL OF MINUTES – WINTER 2021 MEETING

It is moved and seconded that,

- (1) Minutes for the RAC 2021 spring meeting be approved as drafted.



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

**D. REVIEW SY 20-21 MBOs**

**E. RTAR Review**

RAC reviewed a total of six RTARs submitted by TC/TGs for addition to the Society's Research Implementation Plan. Five were accepted with comments and one was rejected. The status of the RTARs after RAC review is provided below.

It is moved and seconded that,

- (2) **1920-RTAR**, *Building Energy Data-Driven Prediction Modelling Toolkit*; sponsored by TC 4.7 (Energy Calculations), be accepted with comments.

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

**RAC MOTION PASSED:** 12-0-0-1 (14) CNV

It is moved and seconded that,

- (3) **1924-RTAR**, *Formalizing Thermal Comfort Calculations for Children (0-18yr)*; sponsored by TC 2.1 (Physiology and Human Environment), be accepted with comments.

**RPS MOTION PASSED:** 4-1<sup>1</sup>-0-1 (6) CNV

**RAC MOTION PASSED:** 11-0-1<sup>2</sup>-1 (13) CNV

It is moved and seconded that,

- (4) **1925-RTAR**, *Development of View Clarity Performance Metrics for Fenestration Systems*; sponsored by TC 4.5 (Fenestration),

**RPS MOTION PASSED:** 4-0-1<sup>3</sup>-1 (6) CNV

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

It is moved and seconded that,

- (5) **1927-RTAR**, *Building Operations Key Performance Indicators*; sponsored by TC 1.4 (Control Theory and Application), be rejected.

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

It is moved and seconded that,

- (6) **1928-RTAR**, *Improving Test Methods to Measure Air Cleaner Performance Against Airborne Pathogens*; sponsored by TC 2.9 (Ultraviolet Air and Surface Treatment), be accepted with comments.

**RPS MOTION PASSED:** 4-1<sup>4</sup>-0-1 (6) CNV

**RAC MOTION PASSED:** 10-2<sup>5</sup>-0-1 (13) CNV

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<sup>1</sup> Chris Seeton voted against because he felt more work needed to be outlined.

<sup>2</sup> Dennis Loveday abstained due to a conflict of interest.

<sup>3</sup> William Hutzler conflict of interest affiliated with Purdue University.

<sup>4</sup> Chris Seeton voted against because he felt the need for deactivation of live micros.

It is moved and seconded that,

- (7) **1929-RTAR**, *Evaluation of Building Life Cycle Analysis Tools Incorporating Embodied Carbon*; sponsored by TC 2.8 (Building Environmental Impacts and Sustainability), be accepted with comments.

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

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

It is moved and seconded that,

- (8) The RTAR proposal scoring be changed to accept, accept with comments, return or reject.

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

#### **F. PROPOSED CHANGES TO SERVICE TO ASHRAE RESEARCH AWARD**

It is moved and seconded that,

- (9) the Service to ASHRAE award be awarded to multiple qualified applicants who score ten or more points.

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

#### **G. BOD EX-OFFICIO & COORD. OFFICER**

Tyler Glesne gave a brief presentation, and asked members for feedback on the virtual conference.

#### **Recess Meeting**

#### **Reconvened July 15th**

#### **H. CALL TO ORDER**

#### **I. ASHRAE CODE OF ETHICS** - <https://www.ashrae.org/about-ashrae/ashrae-code-of-ethics>

#### **J. WORK STATEMENT REVIEW**

Five work statements were submitted to RAC. Five were conditionally accepted and one was returned with comments.

It is moved and seconded that,

- (10) **1869-WS** – Evaluation of VOCs with Respect to Development of Revised Standard 62.1 Indoor Air Quality Procedure (IAQP) Design Compounds and Design Limits, sponsored by TC 2.3 be conditionally accepted.

**RAS MOTION PASSED:** 5-0-0-1 (6) CNV

**RAC MOTION PASSED:** 12-0-0-1, CNV

It is moved and seconded that,

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<sup>5</sup> Chris Seeton and Chee Ow voted against the because the RTAR because they felt the

- (11) **1887-WS** - Energy Usage for Indoor Plant Environments, sponsored by TC 2.2 be returned.

**RAS MOTION PASSED:** 5-0-0-1 (6) CNV

It is moved and seconded that,

- (12) **1918-WS** – *The Verification of openings, the limitations of openings, air distribution and humidity conditions in Naturally Ventilated spaces to compliment Section 6.4 of ASHRAE Standard 62.1*, sponsored by SSPC 62.1, be conditionally accepted.

**RAS MOTION PASSED:** 5-0-0-1 (6) CNV

**RAC MOTION PASSED:** 11-1<sup>6</sup>-0-1, (13) CNV

It is moved and seconded that,

- (13) **1919-WS** - *The effects of duct size and aspect ratio on flow noise in elbows*, sponsored by TC 2.6, be conditionally accepted.

**RAS MOTION PASSED:** 5-0-0-1 (6) CNV

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

It is moved and seconded that,

- (14) **1926-WS** – *Update of U-factors, Solar Heat Gain Coefficient and Visible Transmittances of Standard Fenestration Units made from Representative Fenestration Frame and Glazing System in the Fenestration Chapter of Handbook of Fundamentals*, sponsored by TC 4.5, be returned.

**RAS MOTION PASSED:** 5-0-0-1 (6) CNV

H. Vice Chair (Pouchak) Thank Chair and other RAC Members Rolling-off RAC and Welcome New Members Joining RAC.

Members Rolling-Off: Chris Wilkins, Dennis Loveday, and Bill McQuade

Members Rolling-On: James Bogart, Roland Charneau, Tim McGinn

- I. Plans for FY 21-22 Society Year – POUCHAK Lead (20 minutes)
- a) Thank the chair and members rolling-off RAC (Wilkins, Loveday, McQuade)
  - b) Vice Chair and Subcommittee Chairs:
    - a. Omar Abdelaziz, Vice Chair
    - b. William Murphy, RAS chair
    - c. Omar Abdelaziz, RPS Chair
  - c) Introduce new members of RAC
    1. James Bogart – RL Section 7 - RAS
    2. Roland Charneau – RL Section 9 - RAS
    3. Mentors for new members – James Bogart – William Murphy  
Roland Charneau – Paolo Tronville
  - d) New RAC Member Training – early August Web session prior to fall meeting?
  - e) Review new assignments & positions for RAC members
  - f) Fall Meeting 2021 – Need to meet before TechC meets on **TBD**
  - g) Review SY 21-22 RAC MBOs

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<sup>6</sup> William Murphy

- J. MORTS Report (5 minutes)
  - a) Semi-Annual Report
  - b) Recommend that we recognize the 21-22 *Service to ASHRAE Research Award* recipient at the Annual meeting instead of the Winter meeting going forward at the request of the Honors & Awards Committee.

K. UNFINISHED BUSINESS (5 minutes)

**ADJOURNED**

The meeting of the Research Administration Committee was adjourned at 4:00 p.m., Thursday, July 15, 2021.