

# Belgian Particle, Colloid and Interface Society

Procter & Gamble – Nov 7<sup>th</sup> '02

## MEETING SUMMARY

**Present:** P. Van der Meeren, J. Cocquyt, R. Finsy, M. Paquot, J. De Coninck, A. Michoel, I. Sampers, P. Bogaert, B. Levecke, P. Roose, C. Vromant, J. Luyten, S. Mullens, M. Debrouwere, F. Devreese, H. Demeyere, K. Leroy.  
**Excused:** N. De Jaeger, W. Dewispelaere, P. Pollmann.

**This summarizes the key discussion points and agreed action steps from our Nov. 7<sup>th</sup> meeting.**

Meeting handouts are attached.

### **1. Purpose and Objective**

There was agreement on the draft Purpose and Objectives (see attachement), with the request to add a specific objective around training of students (R. Finsy), and to make the objective of promoting Particle, Colloid & Interface sciences in Belgium more prominent in the Purpose statement (J. De Coninck).

It was agreed that H. Demeyere will draft a new 'Purpose & Objectives' statement taking this input into account, and that the draft will be shared with the steering team for further input. The statement will then be shared with all members via email.

There was also some discussion around where to draw the border, i.e. how broad or restricted should Particle / Colloid / Interface be defined. The overall concensus was that the BePCIS should be seen as an umbrella organisation, spanning a very broad interest field, where it's better to be including then excluding.

The main interest of the members is clearly in forming a network with similar interests, where there is opportunity to learn from the diversity in the group.

It was also agreed that the association will be open to non-Belgian members.

### **2. Activities**

The organization of quarterly meetings and a yearly symposium were proposed as activities to ensure the formation of a lively association. It was also agreed we need to create a BePCIS website to promote the association.

#### **Quarterly meetings**

The idea was proposed to arrange quarterly meetings at the facility of an 'inviting member', where there would be a presentation by the inviting member of his activities, followed by a tour of the lab / plant.

The academic members expressed their interest to also arrange general trainings and/or lectures during these meetings, while there was also interest to try to arrange problem presentations.

Presentations of equipment (e.g. particle sizers...) by the commercial members would obviously also be a possible activity during some of the quarterly meetings. These presentations could be complemented by practical feedback from users or more general presentations on working principles, strengths and limitations by academic members.

It was also agreed that the meetings should contain a social part to allow for informal contacts and network formation.

#### 1<sup>st</sup> Quarterly meeting

J. De Coninck kindly volunteered to host the first quarterly meeting at UMH, with a general presentation followed by short presentations (10') of a number of students working in the field.

Proposed date is Wednesday, Jan. 22<sup>nd</sup> '03. J. De Coninck will work with the steering team to finalize the set-up of this meeting.

### **Yearly Symposium**

There was agreement on the idea to arrange a yearly BePCIS symposium.

This symposium would be a 2 day event to allow for sufficient informal contacts and network building. A potential structure of the symposium would be a first day with presentations by members and a lecture/presentation by at least one internationally renowned invited speaker. The second day would then be dedicated to thesis presentations, with a BePCIS award for the best thesis (500Eur?). Ideally, this would be combined with instrument exhibitions / demo's.

September '03 is proposed as target date for a first symposium.

### **Website**

We agreed we need to create a BePCIS website. Key functionalities of such a website would be:

- Membership list (names + extra note on job content, areas of interest, motivation to join the society...).
- Activity Reports / Newsletter
- Publications
- Conference Announcements
- Links (e.g. to the member company / university website, to other relevant websites)
- Discussion forum (e.g. for students to be able to enter questions)

Robert Finsy kindly proposed to look for a server to put our "under construction" website on. All society members will start thinking of possible candidates to develop this website.

### **Promoting BePCIS**

There was general agreement that we'll need to promote the society broadly to create awareness and to attract sufficient members.

Following suggestions were made to make the association broadly known:

- Link to the website of the BePCIS on own company/university website.
- Make sure the society website pops up when searching for relevant items on classical search engines.
- Announce the BePCIS foundation to the
  - Federation of Chemical Industries
  - Food Federation
  - Fedigem

- By mouth-to-mouth publicity of all team members.
- Adding a link to the BePCIS website in e-mail messages.

### **3. Organization**

#### **Organisational form**

It was agreed to start the associations as a 'de facto' association, without explicit legal form, but to check legal implications / responsibilities as we organize different activities.

#### **Financial Aspects**

We anticipated to need a 1500 – 2500 Euro budget. The preference is for an association without membership fee. It was therefore agreed that members of the industry will check the feasibility to get 250 Euros sponsoring money from their respective organizations.

#### **Organisational set-up**

##### Membership

Preferred option is to have an open association, where membership comes by simple enlisting (on website). The association will be open to non-Belgian members.

##### Steering Team

Following members agreed to become members of the steering team:

- Hugo Demeyere
- Robert Finsy
- Paul Vandermeeren
- Joel De Coninck
- Felix Devreese
- Maarten Debrouwere
- Nico De Jaeger
- Katrien Leroy (administration)

##### Responsibilities

Following responsibilities were agreed:

- Hugo Demeyere: Chairperson
- Katrien Leroy: Administrator
- Joel De Coninck: In charge of next meeting on his premises, on January 22nd, 2003.

H. Demeyere / K. Leroy