

International Union of Pure and Applied Chemistry

151st MEETING OF EXECUTIVE COMMITTEE

Research Triangle Park, North Carolina, 7-8 December 2013

MINUTES

Attendees: Prof. K. Tatsumi (Chair), Dr. M. Cesa, Prof. J. Corish, Mr. C. Humphris,
Prof. N. J. Moreau, Prof. N. P. Tarasova, Prof. Q-F. Zhou
Absent: Prof. R. Deplanque, Prof. R. Lamba, Prof. S. Penczek
Secretary: Dr. F. Meyers

1. INTRODUCTORY REMARKS AND FINALIZATION OF AGENDA

Professor Tatsumi welcomed the current and incoming members to the Executive Committee meeting. The President recognized the unusual circumstances that resulted in the Secretary General being unable to attend and also noted the apologies sent by both Professor Penczek and Professor Lamba. He expressed thanks to the Secretariat staff for the local arrangements and in particular to Dr Meyers who had organized the meeting in the absence of an Executive Director.

With respect to the Agenda, an additional item was requested to cover the PAC/CI Business Plan (added between 7.2 and 7.3). Professor Tarasova asked to lead item 21.2 about IUPAC support to International Chemical Olympiad (IChO). The Executive Committee agreed to discuss the absence of the Secretary General under 21.7 Any Other Business.

2. MINUTES OF 150TH (ISTANBUL) MEETING OF EXECUTIVE COMMITTEE

The minutes of 148th Meeting, St. Petersburg, Russia, 20-21 October 2012 were approved by email and posted online on 11 February 2013. The EC met next in Frankfurt, Germany, in April 2013 directly following the Bureau; no minutes for that 149th meeting have been issued. The EC 150th meeting in Istanbul was brief and held directly after the short Bureau meeting. The draft of the minutes was circulated by email on 5 September 2013 and, as there were no matters arising the Minutes of the 150th Meeting of the Executive committee were approved.

The Executive Committee noted that the Bureau Minutes from Frankfurt and from Istanbul will be for approval at the Bureau next meeting in April 2014.

3. MATTERS ARISING FROM MINUTES (NOT COVERED BY ITEMS ON AGENDA)

There were no matters arising from the Minutes not covered in this Agenda.

4. ACTION ITEMS FROM PREVIOUS MEETINGS

The Committee reviewed the Action Items included the Agenda Book and was asked to inform the Secretariat of any changes in status.

[92BU01 – *Alternative Contact Names within each NAO*] Professor Nicole Moreau collected some alternative names, but the collection is not completed; she will pass her information to Dr. Cesa as part of an action for the next Executive Director to complete and then maintain records in the Secretariat.

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[92BU02 – *Updating the process for Applications for Sponsorship*] The use of the term ‘Sponsorship’ seems to be a recurring problem as IUPAC provides no money, is there a better term? The length of time for approving sponsorship was also questioned. Major international events are however planned well ahead and the EC view was not to reduce the timeline. The goal should be to increase the number of IUPAC-sponsored events.

The EC acknowledged that sponsorships are granted by Division Presidents and that they should be asked to review the program and provide suggestion how to increase the number of IUPAC-sponsored events.

ACTION 1. Include an agenda item to complete a review of the Application for IUPAC Sponsorship and related guidelines on the next DPs/Bureau Meeting (FM).

[93BU06 – *Strategy Review*] Dr. Cesa confirmed that the task group has been established and that he has had an initial communication with Richard Harthshorn, Jung-Il Jin, Natalia Tarasova, Javier Garcia-Martinez, Maria C.E. Van Dam-Mieras.

[93BU11 – *Review of the Expenses Claim Form procedure*] Prof. Corish confirmed that the task of reviewing claim form and related instructions has been completed.

[93BU16 – *IUPAC Speaker Pack*] Professor Moreau urged that everyone to take a look at the speaker pack and provide updates and suggestions. Dr. Cesa reported that he has been using it and tailoring content for each audience. Mr. Humphris suggested that the Evaluation Committee (EvC) could provide highlights on key completed projects to exemplify IUPAC’s work.

[93BU17 – *Moreau ppt*] Professor Moreau suggested that the presentation she regularly used be reviewed and translated. This document will be valuable for the new members of the Membership Relations Committee. It was suggested that some explanation be added to describe how IUPAC spend its funds; an often asked question.

[93BU23 – *New Elements*] Dr. Cesa pointed out that the claim for new elements and the processes associated to the recognition and naming is most exciting, and when news is released relating to a new element, this triggers many outside calls to IUPAC and the Secretariat. Professor Corish confirmed that a document describing the process for verification of claims for and the naming of new elements was being prepared.

5. FINANCE AND BUDGETS

5.1 AUDITED FINANCIAL STATEMENT FOR 2012

The audited Financial Statement for 2012 was reported in the Council and was available in the Agenda Book for information.

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5.2 REPORT ON CURRENT FINANCIAL SITUATION

Professor Corish reviewed the current financial situation that is of some concern. Decreasing revenues have been exacerbated by the difficulties at the Secretariat that have reduced the accuracy of monitoring, control and the day-to-day operational effectiveness. An audit was tentatively arranged for March 2014 with the goal of having a draft report by the time of the Bureau meeting.

Professor Corish explained that the originally proposed publication contract with De Gruyter had sought to improve income, but had a significant knock-on effect on the cash flow. In the past PAC subscriptions were received early in the year and were available to fund expenditures. Now a only proportion of \$130k based on the percentage subscriptions retained will be received early in the new year.

In the past biennium the Union had to bear additional exceptional expenses such as the 5 months overlap cost new ED in 2012, an expensive GA in Istanbul, \$425k versus a budget of \$350k, and over expenditure on Young Chemist prize awards \$65k versus the budget of \$35k. Operational difficulties in the Secretariat included cheques not paid through the accounting system and a missed income tax return.

In the ensuing discussion it was recognized that the coming biennium will be a severe test of our ability to continue IUPAC current programs. It was felt that it is important that the seriousness of the current situation is made clear to the Bureau. Going forward there will need to be careful control and monitoring of all expenditures. New income streams need to be identified be identified.

It was noted that many projects are shown as fully spent but yet to be completed. It was felt necessary to engage the Division Presidents on project expenditure and management to ensure the best and most efficient use was made of limited funds.

ACTION 2. Establish a task group to provide recommendations on how the office shall work in collaboration with the SG and EC, and how to exercise control and oversight of the budgets. Humphris, Corish, and Cesa will undertake the task. In addition, a member of the FC will be asked to participate.

ACTION 3. Ask the DPs for suggestions on how to manage the project budgets more effectively.

5.3 BUDGET FOR 2014-2015

The approved budget for 2014/2015 is USD 2,543,200. The details, as adopted by Council at the General Assembly in Istanbul were available in the Agenda Book for information.

No questions were raised.

5.4 PERFORMANCE OF INVESTMENT PORTFOLIO

Prof. Corish reviewed the portfolio information provide in the Agenda:

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Portfolio Value Summary

Date	USD	EUR (in USD)	Total
31-Dec-06	3,991,233	1,559,961	5,551,193
31-Dec-07	4,192,852	1,668,575	5,861,427
31-Dec-08	2,969,792	1,531,446	4,501,238
31-Dec-09	3,603,516	1,307,702	4,911,218
31-Dec-10	3,465,432	1,248,346	4,713,778
31-Dec-11	3,113,521	1,056,551	4,170,072
30-Dec-12	3,019,114	981,232	4,000,346
31-Oct-13	2,983,294	858,000	3,841,294

Usually funds redeemed on maturity are reinvested in high-quality securities. Available yields for new corporate bonds are however approximately half or even less of what had been typical in the past. The reduction of yield for new investments will negatively impact IUPAC's operating income, and the need is now acute for IUPAC to identify, diversify, and increase its income streams to provide funding for its future activities. Worldwide stock markets are recovering. The gains, however, are not sufficient to counterbalance the declining returns from corporate bonds.

The year-to-date change in value of the portfolio was -2.7%. During 2013, three bonds matured with a total value of USD 408,125. It has not proved possible to reinvest these funds: firstly, because it was not possible to find suitable high-quality corporate bonds and secondly, because the very heavy expenses associated principally with the General Assembly meant that it was necessary to utilise funds from the money market account to support our operations. At the time of the EC meeting it was not clear that any funds will remain at year-end for reinvestment.

Prof. Corish explained that the Audit requires that the Union hold a meeting of its Finance Committee and that the minutes of the FC be on record. In the absence of an Executive Director, the preparations for the next FC minutes will be difficult. He will make recommendations for this in early January 2014.

5.5 NAOs NATIONAL SUBSCRIPTION ISSUES

Prof. Corish confirmed that only one NAO, Greece, was seriously in arrears; Cuba is also late. All other NAOs have paid for 2012. Sixteen NAOs had yet to pay their 2013 National Subscriptions.

ACTION 4. Follow-up with the communications with Greece and Cuba to explore options ensuring their continuing NAO status.

6. STATUS REPORT ON IUPAC SECRETARIAT & EXECUTIVE DIRECTOR

The Secretariat has been working under an interim arrangement in the absence of the Executive Director, who resigned as of the end of September 2013. An assessment of the skills, background and interests needed in the next leader of the Secretariat was carried out

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by Dr. Thomas Tritton, former President of the Chemical Heritage Foundation, and Associated Organization of IUPAC. Documents detailing the interim arrangement for the staff, Dr. Tritton's report, and written comments from several Executive Committee members on the report were included in the Agenda Book. A perspective drafted separately by Dr. Meyers and shared with the EC on 9 Oct 2013 was also included in that section of the Agenda Book.

The Executive Committee discussed the situation and the Executive Director's role and the skills required for the job. This led to an increased focus on administrative and managerial skills as the priority with preference given to those with science or chemistry backgrounds. EC members were asked to consider people they may know who they would recommend for the role. There was also discussion of previous candidates who for various reasons dropped out of contention in the past. Mr. Humphris was asked to recommend ways forward for the Secretariat to the EC.

7. PUBLICATIONS

7.1 STATUS REPORT *CHEMISTRY INTERNATIONAL* & TRANSITION TO DE GRUYTER

The CI transition team on the IUPAC side comprises Dave Martinsen, Javier Garcia Martinez, Stephen Bachrach, and Fabienne Meyers, and has had regular biweekly phone meeting with DG counterparts since September.

Dr. Meyers summarized the status highlighting that De Gruyter (DG) has no equivalent news magazine and the workflows currently mimic those of IUPAC. The January 2014 *CI* was on track and a good working relationship established. Issues needing attention involve the extent of copying editing DG are prepared to undertake, availability of back files, copyright transfer agreements, and the future of the online versions.

7.2 STATUS REPORT *PURE AND APPLIED CHEMISTRY* & TRANSITION TO DE GRUYTER

The *PAC* transition team comprises Dave Martinsen, Hugh Burrows, Colin Humphris, and Fabienne Meyers on the IUPAC side. The team has had a regular biweekly phone meeting with DG counterparts since September. James Bull and Ron Weir have also been involved in various discussions.

The transition was reported as going well with a constructive relationship developing. Early editions for 2014 were in hand although some issues were emerging, again in the areas of the back file, copyright and the copy-editing support given by Cheryl Wurzbacher which DG appear unable or unwilling to replicate. These were matters requiring resolution.

7.2a BUSINESS PLAN

Prof. Corish recalled the history of the negotiation, the initial contract drafted in December 2012 which would have created significant cash flow problems for IUPAC, the further review made at the meeting in Istanbul and the final discussions are on-going.

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Dr. Cesa reviewed the current outline of the business plan through which DG and IUPAC share 50/50 the profit after deduction of De Gruyter costs. This would result in receipt by IUPAC of \$271k USD from *PAC* assuming that the circulation was unchanged and a loss of \$97k USD from *CI*. An option to reduce the losses is to modify the current mailing of *CI* where for instance Fellows (estimated for the business plan at 2019, plus other miscellaneous recipients) would no longer receive complementary printed *CI* a potential saving of \$46k USD.

After some discussion, the EC supported a proposal for a change to *CI* in print only for Members and Affiliates, deferring Fellows to the free online version.

Dr. Cesa thanked both transition teams for their task and continued efforts to ensure timely publication of *PAC* and *CI* into the New Year.

7.3 BOOK PUBLICATION AND BOOK SALES

See report in the Agenda Book.

This Item was for information only.

8. FELLOWS AND AFFILIATE MEMBERSHIP PROGRAMS

Prof. Corish reported on the operation of the Fellows and AMP programmes during the past year.

The current number of Fellows in our database is 2019, which is a small increase. Each new fellow received a letter signed by the President informing him/her of his/her new status but it is not intended to continue this practice.

The Affiliate Membership Program (AMP) has remained essentially constant with regards to the total number of during 2013. There are currently 2022 paid Affiliates (725 from other chemical societies and 1297 from the ACS). In addition, there are 34 individual paid Affiliates, 104 individual sponsored Affiliates, and 160 sponsored Affiliates through chemical societies. The grand total for the year 2013 is 2320 (last year's total was 2382).

Professor Moreau pointed out that the web has a lot of out-dated records and it would appear that many Fellows are no longer reachable. Dr. Meyers explained that there was no current proactive mechanism to regularly enquire as to who among the fellows are even interested in keeping their connection to IUPAC.

ACTION 5. Establish a procedure to confirm fellow status every 3 years to ensure that the records are current. If no confirmation received, assume status termination.

9. THE PHOSAGRO PROJECT

Prof. Corish reported on the PhosAgro/UNESCO/IUPAC Partnership in Green Chemistry for Life which will provide research grants of up to USD 30,000 – six per year for the next five

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years - to scientists aged 35 years or less to assist them to implement innovative projects that respect the 12 principles of green chemistry. PhosAgro, a company from the Russian Federation is funding the project at USD 1.4m, UNESCO will provide administrative support and IUPAC will supply scientific expertise for the International Scientific Committee to judge the applications, award the grants and assess the outcomes. The call for the first round of grants has been issued with a deadline for applications of 28th February 2014. Full details of the programme, including directions as to how application can be made, are currently available on the IUPAC and UNESCO websites.

Prof. Corish explained that IUPAC has contributed in identifying experts; including 4 IUPAC members nominated by the Division Presidents (Tundo, Duffus, Droescher, Pawliszyn) and additional experts from Africa and Vietnam. IUPAC will also contribute in disseminating the call for applications via CI, his website and the NAO and Bureau bulleting boards.

The first review coordinated by UNESCO will be completed in May 2014.

ACTION 6. Notify the CAs about the PhosAgro project; the office is to work with COCI to ensure that a notice is sent out.

10. NEGOTIATIONS WITH IFCC AND DNBH ON AGREEMENTS REGARDING NOMENCLATURE FOR PROPERTIES AND UNITS (NPU)

Prof. Moreau reviewed briefly the history of this project of Div VII on nomenclature on clinical chemistry. There was agreement that Urban Forsum (Linköpings University) from the Division will participate in NPU. EC agreed to proceed with the NPU, providing that IUPAC has the scientific expertise represented in Division VII and that the named representative will be able to contribute. Recognizing that the expertise resides with the Chemistry and Human Health (Division VII), the collective view was to refer the matter to the Division President, Tom Perun, and Secretary, Rita Cornelis.

ACTION 7 a) Contact Division VII Officers to confirm that Urban Forsum (Linköpings University) from the Division will participate in NPU.

b) Communicate EC approval to proceed with the NPU, providing that IUPAC has the scientific expertise represented in Division VII and that the named representative will be able to contribute. (Meyers & Cesa)

11. REPORTS FROM COMMITTEES OF THE BUREAU

11.1 PROJECTS: SUMMARY OF STATUS: COMMITMENTS, EXPENDITURES AND UNDER REVIEW

Dr. Meyers reviewed the reports. The Commitment report is specific to the biennium and a summary of the approvals made since January 2012. In order to control the flow of last minute commitments, the Project Committee imposed a deadline of November 1st 2013 for proposals to be considered by the PC in this year's funding cycle. The DPs were

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informed about that last April and reminded in September. This has caused no apparent difficulties and there was no last minute rush.

The expenses report is a complete list of all current projects, sorted by Division. The proposed end date should be a trigger for the Divisions to follow-up on the activity and is also a trigger for the Secretariat not to dispense funds unless an update is provided. Members noted that large number of projects were passed due completion dates and also that some project have spent no funds.

Dr. Meyers indicated that many Task Group Chairs under-estimated the time to complete their project. The planned end date initially reported is that indicated in the proposal, but when updates are provided, the report is updated accordingly. If the date is passed is that likely no report has been provided.

The collective view was that the Divisions should be encouraged to monitor their projects much more closely and clean up their project portfolios.

Mr. Humphris indicated that the Evaluation Committee uses some of this data in the review of the health of the project system. The project approval process should include measurable outputs to enable assessment to be made of project value. Account should be taken of task group chairs past projects and their performance.

Dr. Cesa noted that while reviewing the projects spending over time, on average project spend in each recent biennium was approximately equivalent to commitments in that biennium.

ACTION 8. Review systematically the projects portfolio and terminate the projects recorded with a past proposed end date (prior Dec 2013) and that have not spend any funds (i.e. apparently not yet initiated) (Meyers).

ACTION 9. Coordinate with the incoming DPs a systematic review of their projects portfolio so that a clean slate is available by next Bureau. (Meyers)

11.2 EVALUATION COMMITTEE: IUPAC AND PROJECTS VISIBILITY

Mr. Humphris indicated that the EvC role was not clearly defined; should it evaluate individual projects and, if so, does it have the expertise, or should it assess the project portfolio as a whole? In its current role, the EvC felt that there was a need to develop a questionnaire for the Task Group Chairs to report on the achievement of key deliverables on completion of their projects. The EvC however relies on the Division's assessment of scientific quality. Scope was foreseen for the EvC and PC to work together on the review of the project proposal form to facilitate post project appraisal

ACTION 10. Coordinate the PC review of the project proposal application form and of the questionnaires shared with reviewers and to DPs (adding in the form a question asking TGC to provide update on their other current projects if they have any and on the questionnaire, consult with the EvC). (Meyers)

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11.3 MEMBERSHIP RELATIONS COMMITTEE

Prof. Moreau indicated that most of her activities in recruiting members have been focused on francophone countries including several in Africa and most recently with Senegal. She indicated that successful recruitment involves a lot of nurturing of contacts and that an approach in their own language can also be essential.

She urged the MRC to look into the documentation that she shared at the Frankfurt Bureau meeting and consider translating them. She also urged IUPAC to keep a record of what makes recruitment successful or not. The goal of the MRC is to help IUPAC gain members.

The question of Vietnam's membership and the proposed International Chemistry Olympiad was raised and agenda **item 21.2** was discussed. The views of the EC were mixed. Some members see the International Chemistry Olympiad as an instrument to recruit new members. In that sense the support that IUPAC provide is good value. Other have doubts on the quality of the competition and therefore have concerns is supporting it.

The dominant view was that it will be most important to preserve the connection with Vietnam in some way, despite the fact that the budget to support IChO has been eliminated for this coming biennium's budget.

ACTION 11. Follow-up with IChO to see how the Past President could be involved in the 2014 event in Vietnam. (Tatsumi)

11.4 COMMITTEE ON CHEMISTRY RESEARCH FUNDING (CCRF)

Prof. Moreau reviewed the objective of this programme that is to promote multinational research collaboration. The CCRF is composed of members representing the funding agencies participating in the funding round, a representative from IUPAC Division involved in the subject and the Past President as chair. The programme benefits from NSF financial support that enables an independent secretary to be engaged.

The initial programme in Polymer science has its mid review in Virginia in summer 2012 (during Macro); an end review is scheduled for Macro 2014.

The second call involved Division VI and had a meeting to finalize the applications review in Istanbul during the Congress in August 2013.

Prof. Moreau urged IUPAC to keep involved proactively in this program and laying out plans for the next round in the next year or so. IUPAC should take advantage of the participation of Professor Ober, who besides being involved in the first round is now an elected member of the Bureau. His participation at the review at Macro 2014 should reflect his dual role.

ACTION 12. Confirm with Chris Ober that his participation in CCRF in 2014 at Macro is also on the behalf of IUPAC and the CCRF chair (as the PP will not be present). (Tatsumi)

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11.5 PRIZE COMMITTEE: IUPAC/SOLVAY AWARD

Prof. Corish confirmed that Solvay is contributing USD 10k this year towards the prize. Following Solvay's request, the prize was also renamed IUPAC-Solvay Award for International Award for Young Chemists, to remove any ambiguity with the new Solvay Prize established this year. The award was announced online on iupac.org on October 30.

Prof. Moreau indicated that the Committee met in Istanbul and agreed to review the guidelines so that wider geographic diversity can be recognized. The Committee approved the proposal that "only one laboratory per NAO can see its PhD awarded" following suggestions were made by the Young Observers.

Prof. Corish pointed to the uncontrolled cost of the young prize participation in Istanbul. In 2015, all costs should be strictly controlled within the budget and support for daily allowance capped to a maximum. IUPAC should work with the Congress organizers to ensure that affordable lodging will be made available and that prize winner's registrations to the Congress should be waived, as in previous congresses.

Dr. Meyers confirmed that she had already started to receive applications and inquiries.

ACTION 13. Communicate with the 2015 Congress organizers and clarify IUPAC understanding that the awardees of the IUPAC-Solvay Award will have the registration fees waived and that they will have options to access affordable accommodations. (Meyers)

12. DIVISION/STANDING COMMITTEE MEMBERSHIPS 2014-2015

12.1 RATIFICATION OF DIVISION COMMITTEE MEMBERSHIPS

The Division Committee Membership rosters for 2014-2015 were included in the Agenda Book.

Questions were raised regarding the number TMs from the same country elected in some Divisions. While recognizing that it is too late to adjust the 2014-15 rosters, the EC's general view was that the Nominating Committee should be reminded of IUPAC's desire to achieve geographic diversity.

ACTION 14. Review Division membership guidelines with DPs and STCCs to ensure that the practice of ensuring geographic diversity among TMs is followed. (Cesa)

12.2 NOTIFICATION OF STANDING COMMITTEE MEMBERSHIPS

The Standing Committee Membership rosters for 2014-2015 were included in the Agenda Book.

The EC recommended that the President approve the proposed membership.

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ACTION 15. To obtain a written statement from the President that the Standing Committees as proposed and presented in the EC agenda book are approved. (Meyers)

13. NOMINATIONS OF BUREAU MEMBERS TO COMMITTEES

13.1 REVIEW OF THE RULES OUTLINED FOR BUREAU COMMITTEES

Prof. Moreau reviewed the outline of the rules for Bureau Committees. The ‘rules’ were intended to clarify the scope of the committee/task force. The intent is not to have these formalized as Standing Orders approved by the Council, although the EC may wish to consider whether these rules, when in final form, could be formalized. Only the Project Committee (PC) and the Evaluation Committee (EvC) are formally recognized as Standing Committees and governed by Standing Orders.

For MRC, changes were proposed to the Composition and Terms of Office as follows:

- (i) There shall be a Membership Relations Committee composed of five to seven Members of the Bureau.
- (ii) The Past-President, or his/her designee, shall chair the Committee and appoint the Members in consultation with the Executive Committee.
- (iii) The membership shall be reviewed every 2 years. The period of service of the members shall be 2 years and can be renewed.
- (iv) The Executive Director, or designee, shall act as Secretary for the Committee.

In the Terms of Reference (ii), should refer to ‘possible’ future NAOs.

For the Committee for the IUPAC-Solvay International Award for Young Chemists proposed revisions in Composition and Terms of Office included:

- (iii) The Past-President or an IUPAC officer designated by the Past President shall chair the Committee and appoint the members from IUPAC in consultation with the Executive Committee. Solvay will choose its representative(s).
- (iv) The membership shall be reviewed every 2 years. The period of service of the members shall be 2 years and can be renewed.

For the Terms of Reference, proposed revisions included:

- (iii) Only one Award will be made per country *awarding the PhD* per year.
- (v) The jury will determine and publish the citizenship of the awardee and the places where (s)he received his/her under graduate and graduate degree.

For CCRF, the outline of the guidelines has been prepared as a result of project 2010-032-3-400 “Guidelines of Multinational Calls for research cooperation and funding through national funding agencies” (<http://iupac.org/project/2010-032-3-400>).

Prof. Moreau pointed out that the current draft is missing the key step triggering the topic selection of a next round of call, i.e. how to select the topic.

She proposed to modify the Composition and Terms of Office (i) as follows:

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To discuss and propose to the Granting agencies a subject area each biennium within the field of chemistry, broadly defined, that will encourage and support international research collaboration.

The EC recommended that the revised set of draft rules should be made available for the next Bureau meeting.

13.2 REVIEW MEMBERSHIP ROSTERS

Dr. Cesa reviewed the rosters included in the Agenda Book, including those for the PC and EvC, and the Membership Relations Committee, the 'Prize' Committee, and CCRF.

The EC recommended that the table be simplified and circulate to the Bureau for input.

ACTION 16. Circulate the proposed memberships to the various committees to the incoming Bureau (PC, EvC, MRC, Award, CCRF, web (pending CPEP response)). (Meyers)

14. INTERNATIONAL YEAR OF CHEMISTRY 2011

An interim report on project 2012-009-1-020 was provided by Professor Bryan Henry. He hopes to complete drafting in early 2014.

This Item was for information only and was not discussed.

15. RATIFICATION OF SPONSORSHIP OF SYMPOSIA

The regular report of recently Sponsored Symposia was reported by Dr. Meyers who pointed out that the list does not indicate when the sponsorship was granted. This makes it impossible to judge the time lapse between the approval and the actual conference date.

The Executive Committee ratified the sponsorships approved since the meeting of the Bureau at Frankfurt but requested that a revised version to be prepared and recirculated.

ACTION 17. Prepare a revised version of the report listing recently approved symposia to include date of approval and Div, and recirculate to the EC for ratification. (LeClair)

16. PERIODIC TABLE OF ELEMENTS – 150TH ANNIVERSARY OF THE DISCOVERY

Professor Tarasova reviewed a letter from the National Committee of Russian Chemists outlining a proposal to add D.I. Mendeleev name to the IUPAC periodic table of elements and to call it "D.I. Mendeleev IUPAC periodic table of elements". Prof. Tarasova requested a reply, as a formal acknowledgement to the National Committee of Russian Chemists.

Professor Corish confirmed that informal contact with the Chemical Heritage Foundation has been made and CHF has offered to provide assistance.

Prof. Tarasova reminded the EC that 2019 will be 150 years of Mendeleev's first draft version of the Periodic Table and that in Russia the periodic table is more than a scientific accomplishment, it is somewhat a cultural icon. In 2014, there will also be celebration of Mendeleev's 180 anniversary (dob 8 Feb 1834)

Professor Moreau suggested that in Paris, the 2019 IUPAC Congress could include a session on the Periodic Table.

The EC agreed to ask Division II to set up an expert task group to consider the proposal and to make a recommendation back to the EC.

ACTION 18. Provide the Russian NAO an official response to their inquiry about the naming of the periodic table. (Corish)

ACTION 19. Contact Jan Reedijk suggesting that he (or his designee) initiates a task group to provide a recommendation on the question raised by the Russian NAO on the naming of the periodic table after Mendeleev. (Tatsumi)

17. IUPAC WEB SITE

A written report provided by Professor Deplanque was included in the Agenda Book.

Dr. Cesa explained that fixing the website should be a priority and that a system to keep members apprised of the development should be set in place. He recognized that within CPEP, there is a sub group responsible for the web, but its role requires reconsideration. Dr. Cesa suggested that within the Bureau, there could be an additional advisory group (of users) which could work in tandem with CPEP; the later having the required technical expertise to advise.

Mr. Humphris concurred on the importance of having a functioning website and which should be integral part of the IUPAC strategy and communications. He pointed out that it is really important to consult users groups and that outsourcing options should be considered for web management.

Dr. Cesa agreed to pursue discussions with the current chair of CPEP, Dave Martinsen, and incoming chair of CPCDS, Bonnie Lawlor.

18. GA 2021 TIMELINE

Dr. Meyers pointed out that at the Bureau meeting following the Council in Istanbul, the question was raised whether a call for the 2021 Congress should be processed this coming year for the Council to vote on in 2015, thus retaining the 6-year forecast instead of the 4-year as previously applied.

(In 2007 (Torino meeting), the Council voted for 2011.)

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(In 2009 (Glasgow) voted for 2013 (Istanbul) and 2015 (Korea).)
(In 2011 (Puerto Rico) no call where processed and no vote made.)
(In 2013 (Istanbul), the Council voted for 2017 and approved 2019.)

The EC considered both options, 6 vs 4 years and concluded that 4 years was sufficient lead time. The next call should not therefore be initiated until 2015 with a reply/letter of intent to be provided prior the Bureau 2016 and for Council consideration in 2017.

ACTION 20. Inform the NAOs that site for future IUPAC Congress will be voted by Council 4 years in advance; i.e. next vote for the IUPAC Congress in 2021 will be at the Council in 2017, and not in 2015. (Meyers)

19. DATES AND PLACE OF NEXT BUREAU MEETING

The Bureau will meet on 11-14 April 2014 in Coimbra, Portugal; the dates and place have been selected and confirmed in collaboration with Chris Brett and Maria Jose' Calhorda, President of Sociedade Portuguesa de Química. The selected venue is the Hotel Tryp Coimbra. The usual schedule of ancillary meetings will take place on Friday morning, the DP/STCC Meeting and Friday afternoon, the Project Committee and Evaluation Committee in parallel sessions.

Dr. Meyers raised the question of setting a time for the MRC and other committee/task group to meet. The EC was in favor and a schedule should be developed to take advantage of the meeting to facilitate more consultations. Dr. Cesa also asked that individual time be set for each DPs to meet with him.

The Friday schedule will be revised to accommodate more meetings over three (instead of two) time slots during the day.

20. DATES AND PLACE OF NEXT EXECUTIVE COMMITTEE MEETING

The following was reproduced from the EC 2009 and shared again with the EC for information:

Excluding the NAOs admitted at Beijing and Torino, there are 7 NAOs that have never hosted an IUPAC Bureau or Executive Committee meeting: Brazil, China/Taipei, Croatia, Egypt, Kuwait, Pakistan, and Serbia. Croatia declined to host the 2009 Bureau meeting. Jordan and Ethiopia could also be considered, the former because they are hosting the next Eurasia Conference from 6-10 October 2010 and the latter because of their strong support during the approval process for the International Year of Chemistry.

Since 2010 and separately from the Bureau, the EC met in Taipei in October 2010, in North Carolina in Oct 2011, and in Russia in Oct 2012.

After some discussions, the EC decided to explore the following options in the following order: China (Beijing), Kuwait, Serbia, and UK.

21. ANY OTHER BUSINESS

21.1 HANDLING OF THE MINUTES FROM ISTANBUL

Dr. Meyers reported that the draft minutes of the EC and Bureau meetings held in Istanbul had been circulated by email on 5 Sep 2013. The list of Actions taken by the Council has been posted and sent to NAOs on 6 Sep 2013. A draft of the minutes from the Council is still incomplete; a preliminary version prepared by Fabienne Meyers has been shared with the VP and Treasurer.

21.2 INTERNATIONAL CHEMISTRY OLYMPIAD (ICHO)

This item was discussed under item 11.3.

21.3 IUPAC SOCIAL MEDIA

This item was information only and no questions were raised.
The proposal will need CPEP recommendation to be moved to the PC.

21.4 DIVISION ELECTIONS TIMELINE REVIEW

The agenda book included copy of the letter requesting nominations sent to the NAOs in 2012 and a table highlighting key dates of the election process.

A number of recurrent concerns and questions have been raised by NAOs and members about the transparency and length of the election process; some candidates did not know where they stood 18 months after nomination. The EC recommended that the DPs should be consulted to review the process in a timely manner for the next biennium.

The EC was keen that all the nominees should be promptly informed of the election results (including negative output), and that candidates not included in the ballot must be notified when that decision is taken and not at the end of the process. (e.g. step 8 – add a step where by the nomination committee shall notify who is NOT on the ballot)

ACTION 21. Review with the DPs the timeline for next elections cycle with the goal to proceed soon after the next Bureau (April 2014). An emphasis shall be placed on transparency; e.g. all the candidates should be aware of the whole candidate list and the deadline for completion, i.e. for ratification by the EC following the preceding Council Meeting, so that candidates know when they will hear the results. (Meyers & LeClair)

21.5 ICSU REGIONAL OFFICE FOR LATIN AMERICA AND THE CARIBBEAN MEETING

While Professor Lamba was not able to attend the EC, he informed the EC that he will attend a meeting of the Regional Office for Latin America and the Caribbean (ROLAC) of ICSU in Veradero, Cuba in January 2014. The main topics will be Future Earth, regional research collaboration and other items. (The ICSU ROLAC Draft Agenda for the Jan meeting was included in the Agenda Book for reference.)

Prof. Lamba requested that the EC consider recommending issues and items that may be included in the agenda of the meeting, including items that concern IUPAC.

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MINUTES (v. 140325)

Dr. Cesa suggested that Professor Lamba asked on how Chemistry is represented in Future Earth?

ACTION 22. Inquire with ICSU and ICSU ROLAC how is chemistry represented in the Future Earth program. (Cesa to email Lamba)

21.6 IUPAC SPONSOR REQUESTED FOR ICCC 2014 TO BE HELD IN SINGAPORE

The EC reviewed and considered the information pertaining to the sponsorship for ICCC 2014 to be held in Singapore, 21-25 July 2014 (<http://www.iccc41.org/>).

The EC decided is to decline the request for sponsorship of the upcoming ICCC held in Singapore. That decision does not affect future ICCCs. Also the AO status of ICCC should not be affected by this decision. The key element is the eligibility of the place where the specific event is held: sponsored conferences may only be held in NAO member countries. Singapore has previously been an Associate NAO, but this status was terminated on 1 January 2010, after the maximum 4-year period of ANAO. Therefore, Singapore is not currently eligible to organize and host a IUPAC-sponsored conference.

The EC noted that in 2012, Singapore has indicated some interest in becoming an NAO. The estimate National Subscription calculated at that time averaged to about USD 13k per year. At that time, there was the consideration to plan for the 2016 WMFmeetsIUPAC. After multiple exchanges, no NAO application have been filed and the 2016 WMFmeetsIUPAC is now being planned to be held in Canada.

Professor Tatsumi reported that in November, he talked with Prof. Chris Orvig, the Secretary General of ICCC, in Germany, at Bernt Kreb's house in Muenster during dinner. Professor Orvig appeared to understand the situation.

ACTION 23. Inform Jan Reedijk of the decision and view of the EC viz the ICCC 2014.

21.7 OTHER

The Associate Executive Director left the meeting, and the EC discussed several matters in private. The EC agreed that the officers including the Secretary General would meet later in December.

There was no other items discussed, just one last action to be recorded:

ACTION 24. To revise the Executive Director advertisement to reflect that the revised balance of the priorities for the role and core competencies. (Humphris, Cesa, Corish)

The meeting was adjourned Sunday at 4 pm.