

International Union of Pure and Applied Chemistry

93RD MEETING OF BUREAU

Frankfurt, Germany, 20-21 April 2013

MINUTES

Attendees: Prof. K. Tatsumi, Chair; Dr. M. Cesa, Prof. J. Corish, Prof. R. Deplanque, Prof. N. J. Moreau, Prof. S. Penczek, Prof. N. P. Tarasova, Prof. Q-F. Zhou, Prof. M. Buback, Prof. M. Camões, Prof. M.-H. Chiu, Dr. M. Dröscher, Prof. K. Ganesh, Dr. J. García-Martínez, Prof. R. Hartshorn, Dr. R. Loss, Dr. L. McConnell, Prof. D. Templeton (for Dr. F. Pontet), Prof. E. Reichmanis, Prof. M. van Dam-Mieras, Prof. K. Yamanouchi, Prof. Chris Brett, Prof. Ram Lamba, Mr. Colin Humphris

Absentees: Prof. I. Willner, Prof. Leiv Sydnes

Guests: Dr. F. Meyers, Prof. H. K. J. Powell, Prof. R. D. Weir

Secretary: Dr. J. D. Petersen

1. INTRODUCTORY REMARKS AND FINALIZATION OF AGENDA **PROF. TATSUMI**

President Tatsumi opened the meeting and welcomed everyone to the 93RD Meeting of the Bureau. He asked if there were any additional items to be added to the Agenda. No additional items were introduced. He then introduced Dr. Michael Dröscher to give a welcome.

Action: Complete list of actions emerging from this meeting and provide to Bureau members within two weeks of the meeting (JP)

Action: Review actions list from previous Bureau and EC meetings (All)

2. WELCOME FROM HOSTING SOCIETY **PROF. TATSUMI**

Dr. Dröscher welcomed the Bureau members and Guests on behalf of the 30000 members Gesellschaft Deutscher Chemiker and welcomed everyone to Frankfurt and to Germany.

3. MINUTES OF 92ND MEETING OF BUREAU **PROF. TATSUMI**

The 17 February 2013 final minutes of the 92ND Meeting of the Bureau in Leiden of April 2012 were approved without changes.

3.1. MATTERS ARISING FROM MINUTES (not covered by items on agenda)

There was a recommendation that the Secretariat maintain a list of contact information of each NAO to support any interaction or collaboration among the organizations.

Action: Establish alternative NAOs contact list (JP/Secretariat)

Action: Meeting documentation to include detailed agenda book with brief description of each item and mention if items is for information, discussion, or decision (for Council and future Bureau and EC meetings)

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Mr. Humphris remarked that the minutes often come too late after the meetings, making it difficult to follow-up on any required business or even to comment on drafts.

4. MINUTES OF PREVIOUS EXECUTIVE COMMITTEE MEETINGS **PROF. TATSUMI**

4.1 MINUTES OF 147TH EXECUTIVE COMMITTEE, LEIDEN

The 11 February 2013 final minutes of the 147TH Meeting of the Executive Committee were approved by the Bureau with no changes.

4.2 MINUTES OF 148TH EXECUTIVE COMMITTEE, SAINT PETERSBURG

The 11 February 2013 final minutes of the 148TH Meeting of the Executive Committee were approved by the Bureau with no changes.

5. ACTION ITEMS FROM PREVIOUS MEETINGS **PROF. TATSUMI**

The primary action item of the meeting was the effort to organize the IUPAC publishing system to become more economical. The second action item was to continue work to increase the efficiency of the Secretariat. Both are progressing.

6. REPORT OF THE PRESIDENT **PROF. TATSUMI**

President Tatsumi reported that the Executive Committee Meeting in St. Petersburg was very productive. The event in Moscow after the Executive Committee Meeting celebrated the validation of claims for discovery of two new elements and the naming of each: Element 114 has been named flerovium (Fl) and element 116 has been named livermorium (Lv). Priority for the discovery of these elements was assigned by an IUPAC/IUPAP Joint Working Group to a collaboration between scientists from the Joint Institute for Nuclear Research in Dubna, Russia and from Lawrence Livermore National Laboratory, California, USA (the Dubna-Livermore collaborations).

Action: Prepare document describing the process for verification of claims for and naming of new elements (Prof. Corish)

President Tatsumi reported as well about his scientific trips to meet with different organizations to try to increase the number of NAOs in South America.

7. VICE PRESIDENT'S CRITICAL ASSESSMENT **DR. CESA**

Dr. Cesa described his experience as one in which he learned a great deal about IUPAC in doing the Critical Assessment than during his time in the organization.

Dr. Cesa's overall comments and recommendations are the following:

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- a. Carry out a Strategic Review Process of IUPAC operations
- b. Task groups have been assembled to negotiate and arrangement with a publishing partner, to review such arrangement, and to oversee the publication strategy for PAC and CI with an eye toward increasing circulation.
- c. Finance Committee to reassess our investments and investment policy to effectively supply the necessary income we need to generate the necessary income to keep economic stability.
- d. Information should be posted on our website to clearly explain our procedures for recruitment and retention of volunteers.
- e. A decision needs to be made for the optimum location of the IUPAC web content.
- f. COCI should take a leadership role to make recommendations to IUPAC on the restructuring of the Company Associates Program.
- g. Division Presidents and Standing Committee Chairs should review their projects and recommend termination for those that are not expected to be completed.

Dr. Cesa discussed at greater length the need for a new Strategic Plan. He indicated he would work toward gathering information from both within and outside of IUPAC. The Plan will focus on long-term goals.

He will be sending a series of questions to Division Presidents and Committee Chairs to seek input for creating the new strategic plan, e.g.:

- a. Is our infrastructure adequate?
- b. Can we evaluate our goals to determine in which directions we need to go?
- c. Are we addressing diversity?
- d. How can we use our National Subscriptions, publications, investments and fundraising to keep our organization on a strong financial base?
- e. He will also form a task group to help prepare the new strategic plan.

The general consensus from Bureau members was that Dr. Cesa should move forward with the Strategic Plan but to seek input widely, including input from NAOs and others outside of IUPAC.

Action: VPCA is in a draft form – ALL to report ideas/suggestions to MC (by 1 June 2013).

Action: Establish a task group to initiate and coordinate a review of the IUPAC Strategic Plan (MC).

8. REPORT OF THE SECRETARY GENERAL

PROF. DEPLANQUE

Prof. Deplanque gave an overview of the Union and summarized the items he would address later in the agenda. These items included the publications and infrastructure.

The old IYC website, www.chemistry2011.org, was taken over by a Canadian company and it appears we cannot control what is posted on this site. The entire IYC site is now on the IUPAC server at iyc2011.iupac.org.

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The question of the use of IYC sponsor logos on the chemistry2011.org site was raised and the SG will follow-up to inform IYC sponsors of what has become of the original site.

Action: Check on use of sponsor logos on chemistry2011.org (SG)

Action: Establish link to IYC back-up site from the IUPAC home (link to iyc2011.iupac.org (Secretariat/BP))

In the next few months, the IUPAC server (www.iupac.org) will be migrated from Berlin, Germany to Cary, North Carolina.

The SG invited the DPs and STCCs to review and report any contracts, MOUs, etc. in place.

Action: DPs and STCCs to review and report to SG any contracts, MOUs, etc. in place.

9. RECEIPT OF PROGRESS REPORTS FROM DIVISIONS AND STANDING COMMITTEES

DIVISION I

PROF. YAMANOUCHI

Prof. Yamanouchi mentioned the six new projects and existing projects in the Division I. The Division is currently running a cartoon competition for students to illustrate an aspect of physical chemistry in a manner to reach students. Winners will be announced on 30 June 2013.

The 2012 off-year meeting was held in Tokyo on 8 June 2012. The symposium had 75 participants. Professor Tatsumi opened the symposium outlining the high level of activity of the Division.

DIVISION II

DR. LOSS

Dr. Loss commented that 1/3 of the members were doing all of the projects and they needed to encourage the other 2/3 to participate. He also is hoping to see more projects from the materials and molecules group.

Commission II.1 has released a periodic table of the isotopes and is preparing the release of the 2011 atomic weights (to be published as technical report in PAC).

DIVISION III

PROF. GANESH

Prof. Ganesh described six subcommittees with IUPAC conferences with a theme of connecting arts with IUPAC. They are planning a Flagship Symposium with 400-2000 participants and many students, as well as generating contacts with IUBMB in the area of chemical biology. Also mentioned were projects on nomenclature for protecting groups in organic synthesis, and symposia and projects in green chemistry.

DIVISION IV

PROF. BUBACK

Prof. Buback discussed the election of Titular members, the six subcommittees (split between academic and industrial members), the collaboration with Division VIII, the sponsorship of 10 conferences, and the work on 21 projects. They plan to have cross-divisional meetings at the GA and are beginning a Wiki project.

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DIVISION V

PROF. CAMÕES

Prof. Camões presented a description of a balanced portfolio of the Division's projects. Some of the projects are emerging, some are advanced and are ready to promote externally. A major project is the revision of the Orange Book on surface techniques, bioanalysis, the redefinition of the mole and the establishment of a committee on pH.

DIVISION VI

DR. McCONNELL

Dr. McConnell presented that the Crop Protection Subcommittee of the Division is hosting the IUPAC Congress of Pesticide Chemistry at the American Chemical Society Meeting in San Francisco in the third quarter of 2014. Currently, Division VI is trying to build back the Food Chemistry Subcommittee which is down to one member. Vice President Mark Cesa pointed out that such combined meetings are a very attractive mechanism while it helps foster collaboration with chemical societies and reach out to specific audiences.

DIVISION VII

PROF. TEMPLETON

Prof. Templeton, Acting Division President, made the presentation for Division VII. The three technical subcommittees are currently working on 26 projects spread over six topic areas. Several projects are also consistent with the goals of COCI and CCE, and links have been formed with a number of cognate scientific bodies and societies. The Secretary General highlighted the relevance and value of the Subcommittee on Nomenclature, Properties and Units (NPU) and also the difficulty of getting collaborative agreement set correctly so that IUPAC preserves its rights.

DIVISION VIII

PROF. HARTSHORN

Prof. Hartshorn discussed a positive theme growing in Division VIII, out of an increase in collaborative work with Division II, III, IV, and outside organizations including ISO. Nomenclature development is well served by this interaction. The election process has been a struggle for the Division. The Blue Book revision has been in the work for 16 years and should go to press in August of this year.

COCI

DR. DRÖSCHER

Dr. Dröscher presented that the most difficult aspect for the Committee On Chemistry and Industry was to get new companies to join. They are currently working on the electronic industry as well as making person-to-person calls to generate new Company Associates. It is especially difficult in China to get support from the companies because they are in many cases owned by the State. He reported on the regional workshop in Toronto in June 2012 and on the progress and plans for the WCLM at the GA in Istanbul.

CCE

PROF. CHIU

The Biennial International Congress on Chemical Education (ICCE) held in Rome in July 2012 was well attended. It was the first time that ICCE and ECRICE were combined in one joint event between IUPAC and EuChemS (<http://www.iccecrice2012.org>) A virtual conference was organized in advance of the regular ICCE on the theme of IYC projects; the VC generated about 30000 hits on the website and ten out of the twelve papers were submitted to the *Journal of Chemical Education*. Flying Chemists and Young Ambassadors for Chemistry (YAC) are very helpful in recruiting new IUPAC Members.

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ICTNS

PROF. WEIR

ICTNS continued for IUPAC to review, edit, and approve for publications 42 Recommendations and Reports in PAC. The Committee served as a resource for the Secretariat in matters of terminology, nomenclature, symbols and units. With the increase in legal ramifications since 2010, all IUPAC books are reviewed by ICTNS.

CHEMRAWN

Prof. Sydnes was not in attendance. The ChemRAWN report was accepted as written.

10. ITEMS FROM MEETING OF DIVISION PRESIDENTS

DIVISION PRESIDENTS

The report from the meeting of the DPs included a number of ways in which they could work together to generate more collaboration within and without IUPAC. Within IUPAC, they are considering more crossover meetings in Istanbul, a project proposal for ICSU, the recently approved CODATA support from ICSU, and the futuristic area of digital formats for a 'Digital IUPAC.'

Other Topics discussed included: dissatisfaction with the iupac.org website, publishing policy and royalties. IUPAC shall assess what it could/should do in the digital space, move from printed word to digital word (human intervention) to computer-to-computer digital (InChI).

Action: Provide feedback to NAOs about this year's elections – information, calls for nominations for VP, Bureau, and Division and Standing Committees (Secretariat, PL)

Action: Review election process and prepare an outline of the process for information (acknowledging that each committee might be different and recognizing that the timing is currently too early in the biennium cycle (SG and Secretariat, PL)

Action: Division Presidents to provide initial ideas/questions to SG to draft guidelines for the publication of books

11. ITEMS FROM THE COUNCIL AGENDA

PROF. DEPLANQUE

Items for the Council Agenda in Istanbul should be submitted. A detailed agenda will be supplied for all meetings in the future (apologies from the Secretary), and the timing of the elections are important. (All information should be copied to Prof. Deplanque).

12. FUTURE GENERAL ASSEMBLIES AND CONGRESSES

DR. PETERSEN

12.1. 47TH GENERAL ASSEMBLY AND 44TH CONGRESS (ISTANBUL, 2013)

12.1.1. Review of plans for Congress and General Assembly

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The meeting plan and layout for Congress and General Assembly are substantially completed and room assignments and meeting days are in the Agenda Book.

Action: DPs and STCCs to provide agenda items for Council meeting (to Secretariat, by deadline June 1)

12.1.2. World Chemistry Leadership Meeting

Action: Reschedule the GA YO lunch feedback session currently scheduled for Tuesday August 13th (Secretariat/ Fabienne Meyers /Paul LeClair)

12.2. 48TH GENERAL ASSEMBLY AND 45TH CONGRESS (BUSAN, 2015)

Drs. Renner and Petersen visited Korea in December 2012 to assess the suitability of changing the venue of the 2015 General Assembly and Congress from Seoul to Busan. The facilities in Busan are excellent, the venue should be an excellent site for the GA and the change of site has been agreed.

12.3. 49TH GENERAL ASSEMBLY AND 46TH CONGRESS (2017)

There were materials in the Agenda Book for the upcoming vote at the General Assembly to decide between Melbourne, Australia and Sao Paulo, Brazil for the General assembly in 2017. These materials will enable Bureau Members to see some early information that has been developed for their respective bids for 2017.

12.4. 50th GENERAL ASSEMBLY AND 47TH CONGRESS (2019)

China and France have submitted some materials in preparations for bidding on the General Assembly and Congress for 2019. Early in the discussion, Prof. Zhou made a motion that China would withdraw its bid for 2019 because of the significance of the centennial year for IUPAC and its history with France. China's proposal was to move their application for hosting the GA to 2021. The Bureau voted unanimously to accept the withdrawal from China and thanked Prof. Zhou and China for this kind gesture of collaboration and consideration.

13. FINANCIAL MATTERS

13.1. REPORT OF TREASURER

PROF. CORISH

(Statement as provided by the Treasurer) A number of contributing factors have come together to cause a deterioration in the financial situation of the Union. Like every other organization, we are living in a difficult financial climate. For IUPAC the most significant changes have been the sustained decreases in two of our principal income streams, namely those from our publications and from our investment portfolio. As of now we have not secured alternative income sources although we are actively exploring a new strategy with our publishing. Since the formulation and approval of the budget for the current (2012-13) biennium our income has fallen below expectations and we have also had to bear a number of unforeseen expenses, for example related to staffing changes

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at the Secretariat. We must now carefully control expenditures in the current General Assembly year. After a lengthy period of relative plenty it will also be difficult to set budgets for the coming 2014-15 biennium.

Controlling expenses are critical for IUPAC as we complete our first 100 years. Expenditures need to be controlled as we maximize our income from our investments. We should continue to recruit and retain NAOs to keep our major income stream intact. A reduction in the number of PAC hard copy subscriptions has reduced the income from journals.

Action: Review claim form information and outline the additional request for submitting receipts; in future reimbursements for subsistence will be made only for receipted expenses and will be limited to the maximum per diem amount. (Secretariat/Treasurer, EW<)

13.2. REPORT OF FINANCE COMMITTEE

PROF. CORISH

(Statement as provided by the Treasurer) The Finance Committee met in Zurich in February. The meeting considered the downturn of the budget for 2011 and the Accountant's Report for the first half of 2012 and accepted these. The Committee also reviewed the investment portfolio and examined the best options for reinvestment of funds that had become available because of the maturing of bonds. The decision reached was to hold the capital for the moment, particularly because of the demands of the upcoming GA and the uncertainty as to the outcome from 2012. The Treasurer has maintained contact with the Chair of the Finance Committee in respect of these investments.

The Finance Committee recommended that expenditures be controlled as tightly as possible, especially in 2013 when expenses would be larger with the General Assembly. Redeemed bonds should, if possible, be reinvested to maintain the interest income. Other possibilities for savings would include new regulations for reimbursements and potentially not having an Executive Committee Meeting in the Fall of 2013.

13.3. STATEMENT OF ACCOUNTS FOR 2012

PROF. CORISH

(Statement as provided by the Treasurer) The Agenda Book contains an audited set of accounts for 2011. The Audit for 2012 was carried out at the Secretariat between March 11th and 15th last and a draft of the final outcome was communicated to the Secretariat on Wednesday last. Draft summary pages of income and expenditure are shown in the Agenda Book.

13.4. REVIEW OF BUDGET 2012-13

PROF. CORISH

(Statement as provided by the Treasurer) The Budget for the 2012-13 biennium as agreed by Council is in the Agenda Book. This budget was drawn up in 2011 and approved at the General Assembly at Puerto Rico in that year. Clearly in a volatile financial climate it is

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difficult to formulate budgets so far in advance and some of the projected income figures have not been realized due to circumstance that we do not control. This coupled with the additional expenditures previously mentioned makes a review of the 2013 budget essential. This year's Council in Istanbul will be tasked with approving a budget for the 2014-15 biennium. It will not be easy to do this with the outcome for 2013 not yet known. The options available for the formulation of this budget will be discussed.

13.5. NAO AND ANAO PAYMENT STATUS

DR. PETERSEN

There are 8 countries that have not paid their National Subscriptions for 2012 which is past due. There are 45 countries that have not yet paid for 2013 and as of 16 July 2013, only 2 remain unpaid for 2012.

Action: For countries not having paid their 2012 NS, no delegates support to attend this year Council shall be provided. Send follow-up letter to NAOs in arrears (Secretariat/LT)

14. PUBLICATIONS

14.1. STATUS REPORT ON *PURE AND APPLIED CHEMISTRY* PROF. DEPLANQUE

Prof. Deplanque outlined the declining income that IUPAC receives from its publications. The economy is having some impact on that trend. However, the major reason for the decline is the conversion of the subscription from print to electronic-based. This trend is not likely to change and we need to generate a greater number of subscriptions to keep the income level constant.

14.2. STATUS REPORT ON *CHEMISTRY INTERNATIONAL*

DRS. PETERSEN/
MEYERS

Prof. Tatsumi complemented CI content and encouraged others to contribute to the publication.

14.3. BOOK PUBLICATION AND BOOK SALES

DR. PETERSEN

The total book sales from January 1, 2012 until April 16, 2013 came to 8 books and totaled \$277.57. There were 4 individual copies of *Pure and Applied Chemistry* that generated \$180 during the same time period.

Book contracts from all projects shall be reviewed by the SG; again, consultatively with the DPs input, some guidelines shall be drafted to clarify the process.

14.4. FUTURE OF IUPAC PUBLICATIONS

PROF. DEPLANQUE

A small group headed by Prof. Deplanque is working with an outside publisher, DeGruyter, to determine if turning the publication of our journals to them would create a

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greater net cash gain. The advantages of DeGruyter are that they are a large company, are able to bundle many different journals together for their clients, and have lower overhead given the size of their operation. A preliminary proposal has been advanced and the group will attempt to complete the negotiations.

MOTION: Mr. Humphris moved that the Bureau agrees that the Executive Committee move forward to negotiate the best deal for the publication and distribution of PAC and CI. The motion was seconded by Prof. Templeton and carried unanimously.

Action: SG to post his document entitled "Preparation for change of publishing procedures for PAC and CI" on the Bureau discussion board.

Dr. Meyers indicated that the Gold Book needs continuous updating and that nobody is working on it at this time. The SG informed that it was part of the negotiation with DeGruyter.

15. FUTURE OF THE IUPAC WEB SITE

PROF. DEPLANQUE

The IUPAC servers are being relocated to the Research Triangle Park area from Fiz-Chemie. Bryan Pearson from the Secretariat will be moving sections of the materials at a time into a storage facility near the Secretariat (Cary, NC). The entire process should be completed by the end of June, 2013. This move will enable the Secretariat to have a greater ability to control the server and modify anything that need attention.

Action: CPEP to prepare a website development plan and invite CPEP chair to present a development plan.

16. CURRENT PROJECTS

16.1. REPORT FROM PROJECT COMMITTEE

PROF. POWELL

Prof. Powell reported the project system to be in good shape with ~190 projects underway. The projects are world-wide with group members from 59 countries. Currently, 88% of the projects finish with the output that was needed. The average completion time is 5-6 years. The committee will look again to see if it is possible to reduce the length of time to complete the projects. To save funds, task leaders should try to coordinate project meetings to overlap with another meeting that the members are attending.

16.2. PROJECT COMMITMENTS, EXPENSE, PROJECT APPROVALS

DRS. PETERSEN/MEYERS

Commitment and expense reports are produced monthly by the office and shared by email with the DPs and the TGCs; systematic recent reports have been delayed due to the ED transition, but DPs are invited to ask Linda for details.

The commitments to the project system are holding steady. There are approximately 42 new projects added per year.

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17. REPORT FROM EVALUATION COMMITTEE

PROF. PENCZEK

Prof. Penczek provided a report. It was mentioned that 2966 scientists contributed to IUPAC projects between 1997 and 2012.

The committee is concerned with the retrospective evaluation and not specific project impact evaluation. The committee is compiling statistics that should make it possible to identify general trends for the use of the Bureau and Council. The committee relies on each Division input to also identify key exemplary project.

18. REPORT FROM MEMBERSHIP RELATIONS COMMITTEE

PROF. MOREAU

We continue to advertise IUPAC with our slide show, IUPAC Hints. It has 4 to 20 slides and may be too long. We need to let our countries know how to help their National Representatives in order to make the impact of IUPAC more prominent. IUPAC books need to be translated for use in non-English speaking countries. We need to expand our reach in Latin America, in Africa and to improve our relationships while recruiting more NAO's. Colin Humphries suggested that we talk about the activities of CCE that are attractive to the specific country and possibly bring Young Observers from countries who are not IUPAC members. Professor Tatsumi asked the Membership Relations Committee to put a plan together for the Bureau to review. Professor Penczek suggested that we encourage countries to have an IUPAC member make a presentation about IUPAC at the society meeting.

Action: Review speaker pack – all/Secretariat

Action: Review Past President IUPAC hint-inspired presentation – all

Action: Schedule a MRC meeting slot in Istanbul (check with Nicole Moreau when and how long) (Secretariat/PL)

19. COMMITTEE ON CHEMICAL RESEARCH FUNDING

PROF. MOREAU

A first call for proposals in Polymers was instituted by the previous President. There were 28 proposals/88 applicants that applied with a 25% success rate (7 proposals and 25 applicants). The total funding will be \$5 million over 3 years.

Dr. Mc Connell also discussed the second round, a Sustainable Chemistry initiative that involves three-year projects. The second call involves 4 countries; Brazil, China, Germany, and US and 26 proposals have been received. The initial meeting was at EuChemS during September 2012.

Action: Schedule meeting space for CCRF in Istanbul (check with Laura McConnell and Nicole Moreau when and how long) (Secretariat/PL)

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20. NAMING OF PERIODIC TABLE

PROFS. TATSUMI/TARASOVA

The discussion that was led by Professors Tatsumi and Tarasova involved the potential naming of Periodic Table and whether it could be named after a person. A suggestion was to either set up a committee to look at this issue or to give Division II an opportunity to study this issue and make a recommendation.

The matter was referred to the Executive Committee.

21. FELLOWS AND AFFILIATE MEMBERSHIP PROGRAMS

DR. PETERSEN

Fellows are 'retired' members, i.e. TMs, AMs, NRs, TGC/Ms who have completed their term or completed their project. As of 3 March 2014, 2105 Fellows are on records in the Secretariat.

Affiliates are individuals who subscribe to IUPAC affiliation either through their NAO, either directly through IUPAC. As of 3 March 2014, IUPAC counts 1594 Affiliates. Depending of the arrangements with the specific NAO, individual records (name and mailing address) are either with the IUPAC Secretariat or strictly with the NAO.

Action: Include current affiliate total in the minutes (Secretariat)

22. STATUS REPORT ON IUPAC SECRETARIAT

DR. PETERSEN

The Secretariat consists of 5 employees in addition to the Executive Director. Dr. Fabienne Meyers works remotely from Boston and oversees publications and projects. Mr. Paul LeClair is the Membership and Conference Manager also with the responsibility of generating mail files for publications. Ms. Linda Tapp is the Accounting Assistant working with budget, reimbursements and other financial aspects of the organization. Mr. Bryan Pearson is the Chemistry Information Specialist who maintains email, bulletin boards, and website. Ms. Enid Weatherwax is the Administrative Assistant.

23. IUPAC PRIZES FOR YOUNG SCIENTISTS 2013

PROF. MOREAU

Professor Moreau reported on this year's review and shared a few statics. She reported that the task was a difficult one, and the committee will want to review criteria for next year to guide the selection process.

24. CONFERENCES AND SYMPOSIA

PROF. POWELL

The PC chair provided a written report of the FSC program and which he reviewed with the DPs at the DP meeting. The Project Committee continues to consider FSC applications that are exclusively recommended by Division/Standing Committees; it was emphasized that this program is an opportunity for the Division/Standing Committees.

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25. IUPAC ELECTIONS MATTERS

PROF. DEPLANQUE

25.1 NOMINATIONS FOR OFFICERS OF THE UNION AND BUREAU MEMBERS

PROF. DEPLANQUE

Not discussed

25.2 STATUS OF DIVISION AND STANDING COMMITTEE ELECTIONS

DR. PETERSEN

All Division elections have been completed and those for the Standing Committees will be completed by the end of July 2013.

26. DATES AND PLACE OF NEXT BUREAU MEETING

PROF. TATSUMI

Professor Tatsumi asked for volunteers to hold the next Bureau Meeting.

Action: Confirm date for next Bureau meeting as soon as possible; review list of previous Bureau meetings and consider location for next meeting. (Dr. Petersen)

27. ANY OTHER BUSINESS

PROF. TATSUMI

There was no additional business.