

Minutes of CPCDS Meeting July 26-27, 2014
Berlin, Germany

Members:

Bonnie Lawlor (Chair)
James Liu (Secretary)
Jeremy Frey (Absent)
Kazuhiro Hayashi
Lene Hviid
Wolfram Koch (July 26 only)
Robert Lancashire
Bono Lučić (Absent)
Miloslav Nič

Ex Officio:

Colin Humphris (Secretary-General)
Hugh Burrows (PAC Scientific Editor)
Fabienne Meyers (Associate Director, Secretariat)

IUPAC:

Paul LeClair (Secretariat) Virtual

Observers:

Simon Hodson - CODATA Executive Director (Virtual)
David Martinsen, CI Transition Team (Virtual)
Leah McEwen (Potential Titular Member- Virtual)
Brynn Hibbert, President, IUPAC Division V (Virtual)
Tony Davies, Chair, Subcommittee on Electronic Data Standards (Onsite)

De Gruyter:

Dr. Anke Beck, President of Publishing
Katharina Butsch, Acquisition Editor, Chemistry
Spencer McGrath, Senior Project Manager
Karin Sora, Senior Editorial Director, Chemistry and Materials Sciences

Schedule:

Saturday, July 26, 2014: 9:00am - 5:00pm
Sunday, July 27, 2014: 9:00am - 12:00pm

Meeting was held at De Gruyter Office:

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Genthiner Strasse 13
D-10785 Berlin / Germany
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Agenda:

Saturday: July 26, 2014

1. Welcome and Introduction of Members and Guests

Bonnie Lawlor opened the meeting at 9:00am. She noted De Gruyter's hospitality in hosting the meeting and in providing supplies, technology, food and beverage. Before proceeding, introductions were made around the table.

2. Finalize the Agenda

The agenda was accepted as submitted.

3. Minutes from the 2013 Meeting were approved.

The minutes from the Committee meeting held in Istanbul on August 11-12, 2013 were accepted as submitted. Thanks were given to former CPCDS Secretary, James Lancashire, for his work on the minutes and for all of his efforts during his term as Secretary.

4. Review of Membership Roster

The membership roster was reviewed. It was noted that James Lancashire's term extends through 2015 and that Lene Hviid's term should be corrected to read 2013 - 2016.

5. CPCDS Role and Responsibilities

The official roles and responsibilities of the Committee were reviewed. While the role and responsibilities of the Committee are well-defined, Bonnie pointed out that nothing in the Terms of Reference reflect the name change for the Committee (the former name was the Committee on Print and Electronic Publications) and the Terms of Reference need to be updated. The Committee activities for the near future will focus on the future of *Chemistry International (CI)*, the De Gruyter transition for *Pure and Applied Chemistry (PAC)*, the IUPAC website, and data issues.

6. Report from the Secretariat

Dr. Colin Humphris, IUPAC Secretary General, reported that there have been several challenges with the office. Then first challenge was the vacancy of the executive director position as a result of the departure of Dr. John D. Petersen, who was appointed in late 2012. This vacancy was filled two days ago. Dr. Lynn Soby, formerly from RTI International, was appointed as the new Executive Director on July 24, 2014. Another challenge is with the website administration. One of the Issues is the lack of a content editor for the site. It is very difficult to edit content for the website. There is also a lack of technology to manage access control, i.e., who gets access and who needs to pay to access the contents. It also presents a challenge for *CI* distribution. Such deficiency became apparent when work started with De Gruyter and the current site limits IUPAC's opportunities.

Currently we only have one person to support the website and lack continuity. Progress was made when all of the servers were moved to North Carolina. These servers used to be spread out from Europe to US. There are open website issues such as new Content Management System (CMS) for the website, what platform should be used (TYPO3, WordPress, etc.), and the use of virtual servers such as

DigitalOcean. The Committee agreed that IUPAC should not spend any energy until the final results from the website survey are received.

7. *Pure and Applied Chemistry (PAC)*.

Dr. Hugh Burrows gave an extensive update on the journal. Two important changes have occurred with *Pure and Applied Chemistry* since the last meeting of CPEP/CPCDS in Istanbul in August 2013. First, De Gruyter was appointed as publisher, and, second, Dr. Burrows succeeded James Bull as Scientific Editor for the journal. Both changes officially took effect on January 1, 2014. Dr. Burrows gave a detailed report on the publications in Volume 85 (2013) and Volume 86 (2014), as well as on current citation data. He pointed out the continued increase in the journal's Impact Factor.

The Committee's discussion focused on the publication transition to De Gruyter. In general terms the transition went smoothly and the first *PAC* issue was published on time. However, there were challenges, most of which have been resolved, including those related to conference issues and the workflow needed to group papers into one issue. One challenge remains regarding papers that come in after the deadline. In such case, it will be published as one-off in different issue.

One key issue on the De Gruyter platform is the referencing and forward-linking ("cited by"), with the former resulting in incomplete references, and the latter functionality is missing all together on the platform.

Dr. Burrows also noted that a new publication project is the creation of special topic issues to ensure a solid pipeline of articles. These special issue papers can be solicited to fill-in during the slow periods. They will follow the normal peer review process. The first topic, chemistry and cultural heritage, is now in progress.

The Committee recognized the challenges caused by the fact that those from both organizations who negotiated the agreement between IUPAC and De Gruyter are no longer around. However, there is willingness from both sides to make the partnership work, and leave the contract aside.

The major issue is with the *PAC* back file. It is important that Committee members are on the same page with regards to how the back file will work (Note, the summary here is different from the recommendations coming out of the discussion with De Gruyter in the afternoon, which should be considered the final recommendation and resolution).

Based on previous discussions with De Gruyter, Dr Fabienne Meyers mentioned that all the back files are on the IUPAC server. As January 1, 2014, all DOIs are now redirected to the De Gruyter site. Our contract requires that the back files not be accessed via the IUPAC site. The process is as follows: If a user goes to the IUPAC website to access the back files, he/she would access the old DOIs, with free access. However, if a user goes to the De Gruyter website to access the back files, he/she would access the new DOIs. But they are not free anymore. Free access can only be provided manually one-by-one at the moment.

De Gruyter offered two solutions in a previous phone conference (Note again, the premise here is different from the recommendation coming out of the discussion with

De Gruyter later in the afternoon). 1) De Gruyter provides IUPAC with unique passwords to forward to users, and 2) IUPAC continues to provide Open Access to the back file while De Gruyter will provide paywall access with added-value for the back file product. The Committee recognized the benefits of creating new products out of the back file to be offered on the De Gruyter site. In addition, De Gruyter also mentioned the possibility of creating a new database from the back file content.

At this point of the meeting, Ms. Leah McEwen from Cornell University joined the meeting as an observer. She is interested in data issues and standards.

8. CODATA

Executive director Simon Hodson gave a presentation on the CODATA activities. He reviewed the organization's mission statement and went on to discuss the four areas focused on by the three CODATA panels. The four areas are:

- Data policy
- Data science
- Capacity building
- Data for international science

Dr. Hodson went over some CODATA working group activities and presented some potential collaboration opportunities between CODATA and IUPAC.

Regarding IUPAC participation, Dr. Robert Lancashire pointed out that there are communication issues within IUPAC regarding CODATA and Dr. Hodson agrees that communication between the organizations can be improved. Dr. Lancashire also pointed out the need to rethink the platform for the hosting of standards.

Ms. McEwen raised the question about best practices for data repositories. Dr. Hodson believes there is value in such a group looking into the best practices.

9. Chemistry International (CI)

Fabienne Meyers, Editor of *Chemistry International*, noted that since the Istanbul meeting the focus has been on the publishing transition to De Gruyter. There are some significant changes as a result of the transition. The contractor who actually served as a managing editor (not as a pure copy editor) was terminated. De Gruyter provided a new contractor, but their role is much different. As a result, the process of creating *CI* is also different and it is no longer a two-way, back-and-forth process between Fabienne and the contractor. The new process from De Gruyter is a one-way process with everything expected to be provided in final format from IUPAC. There is very limited copy-editing in the new process.

De Gruyter now recognizes that the original *CI* contractor offered a lot more added-value and served more as a co-editor than as a copy editor. They are open to discussions regarding the arrangement.

For the new process, there are two major challenges. 1) How to manage user authentication and determine to whom the magazine should be sent; and 2) How to manage advertising for the magazine? De Gruyter does not have much expertise in

advertising. They have suggested a new digital format for *CI* that was discussed later in the meeting.

The Committee broke for lunch at noon as was joined by the De Gruyter staff: Dr. Anke Beck, President of Publishing; Katharina Butsch, Acquisition Editor, Chemistry; Spencer McGrath, Senior Project Manager; and Karin Sora, Senior Editorial Director, Chemistry and Materials Sciences.

10. Meeting with De Gruyter

The meeting resumed at 1:00pm and the De Gruyter staff remained for the discussion.

Spencer McGrath gave an overview of the IUPAC account for both *PAC* and *CI*. The budget on was on track for 2014 for 2015 planning. It was noted that all subscriptions are through institutions, with no individual subscriptions. The renewal rate so far is ~70%. There are some complaints about the price increase from customers. De Gruyter will keep the price flat for 2015.

At this point, De Gruyter does not have breakdown by countries for the current revenue and they will take it as an action item so that there will be a better business planning in the future. They are currently working on consortium-based contracts with China. As of today, De Gruyter does not have usage data by country or on article level, and this is also an open action item.

The Committee approved the recommendation of incorporating graphic abstracts in *PAC* for article displays. It was also agreed that there should be a “symbol” to identify recommendations and standards separate from the technical reports. Dr. Fabienne Meyers will provide a recommendation for the symbol to be used for IUPAC recommendations and standards.

The key outstanding issue for *PAC* is the handling of the back files. Productive discussions led to a conclusion that De Gruyter will host all back file content on their platform and make them free twelve months after publication. Both sides also agreed to explore the concept of extracting certain sections of the *PAC* articles to build a new database. This conclusion is different from our earlier understanding of the recommendations from De Gruyter (see meeting minutes under agenda item #7 above). The next steps are 1) De Gruyter will provide a written proposal about the database concept and 2) representatives from IUPAC and De Gruyter will meet during the ACS National Meeting in San Francisco in August.

Other topics that were discussed are as follows:

- De Gruyter confirms they do have the feature to enable open access.
- Spencer McGrath will get back to Fabienne Meyers regarding the forward linking and citation issues.

- Spencer mentioned that ORCID is now incorporated in the ScholarOne manuscript submission system and will be carried through the process.
- Hugh Burows asked about the copyright transfer form. Spencer confirmed that authors just need to check the checkbox on ScholarOne site.

For *Chemistry International* the key issue is that an authentication model needs to be implemented. There are two options as follows.

- 1) Implement De Gruyter user authentication. They will supply a set of unique keys that IUPAC will distribute via e-mail to each member.
- 2) Users logon to IUPAC and use a proxy server to log in to De Gruyter.

The De Gruyter staff requested that IUPAC provide their vision of what *CI* should be in the future – what is its role and what format(s) should be provided. Bonnie Lawlor discussed the survey that will be done with *CI* users in order to determine how they use it, the preferred format, features they would like added, etc. Dave Martinsen asked about the online-only digital first proposal and if it precludes any print version. Spencer confirmed that the print component could be available, but that it would not be in the current layout. Hugh Burrows asked if a subset of magazine can be printed, like just research portion of the magazine.

Regarding the digital-only proposal for *CI*, Spencer confirmed that the delivery format would be essentially a responsive design website, similar to that already live with another De Gruyter publication *Public History Weekly*, but with IUPAC/*CI* branding (see: <http://public-history-weekly.olderbourg-verlag.de/>).

Fabienne Meyers proposed the idea of a print-on-demand option for having copies of *CI* at conferences. Anke Beck suggested that IUPAC document all these ideas and submit them to De Gruyter.

The status of current member subscription fulfillment was discussed. IUPAC has a calendar year membership. De Gruyter offers two membership-fulfillment models – a rolling membership year and volume year subscription model. In the rolling membership year model, renewal occurs at the member anniversaries. In the Volume year subscription model, members get the subscription for the whole year in question; e.g. those that subscribe in July get January through June and receive July through December as the issues are published. Back issues are stored in De Gruyter's warehouse and member labels are needed for each issue for distribution.

Open issues remain for IUPAC to get precise label counts for *CI* so that a business plan can be developed for 2015 and to consider revising the current *CI* price of \$20. Also, the Affiliate Member program needs to be analyzed to see how *CI* subscriptions should be handled moving forward.

It was noted that De Gruyter sees revenue potential for developing databases from IUPAC's Color Books. IUPAC expressed general interest to consider a collaboration on such a project. However, a committee is currently working on the development of a Content Management System and that group would need to be involved in further discussion as well as the committees working on the Color Books.

There being no further discussion, the meeting adjourned at 5:00pm. De Gruyter generously hosted a dinner for everyone later that evening.

Sunday: July 27, 2014

11. Subcommittee Reports

Tony Davis joined the session and presented the report on Electronic Data Standards. Brynn Hibbert and Leah McEwen joined remotely.

a. Subcommittee on Electronic Data Standards

Robert Lancashire gave a demo of his open source software, JSpecView. The software was recently converted from Javascript to Java and merged with JMOL. It also runs on IOS and Android devices. It has some powerful features such as spectrum retrieval, 3-D molecule models, etc. It uses small JCAMP data files over the internet and requires very low bandwidth. It is now picked up by everyone, including SciFinder.

Tony noted that it can be embedded into Adobe file and that securing the data in a future ready state is important. It is critical to understand IUPAC's role. Leah raised the importance of a data repository on data spectra.

b. Web Vision Task Force

Bonnie Lawlor reported that a new website is planned for launch in August 2015. Meanwhile, a Web Vision Task Force has been established to develop a vision for the new site. The Task Force conducted a survey. However, the result is disappointing. Only 34 out of 1500 people responded. Bonnie will provide a written summary after the meeting. Following are some highlights of the survey results.

- How often do you use the website? 65% who responded answered "often".
- Why do you use the website? #1 response is "project information", #2 "governance activities", #3 publications.
- What is the No. 1 publication accessed? *Chemistry International*.
- What feature do you access most frequently? #1 *Chemistry International*, #2 *Gold Book*.
- Speed of website. No complaints about the speed of downloads.
- Most people think the website should be updated frequently.
- Is home page intuitive? Most people who responded think the home page is not where it should be. Same feedback with navigation.
- People cannot easily find information on the website.
- Majority of people still use email for communication.

Bonnie outlined the next steps. 1) Bonnie will call the Task Force together. 2) Bonnie will send the survey data and Fabienne's report on website history to the group. 3) Bonnie will resend the request to chairs of committees to ask all committee members to take the survey.

Colin asked if the survey can be constructed differently or in different path depending on if those taking the survey are regular users or not. Brynn Hibbert noted the importance of making the site appealing and managing it well.

c. *Web site – current status*

Colin Humphris stated that the website status has already been discussed a few times during the meeting. The current process is clumsy and time-consuming. End users cannot update their own information. No authentication mechanism exists on the website.

d. *Gold Book Committee*

Bonnie Lawlor reported that it is believed that insufficient support is given to the Gold Book and a committee has been established to oversee it. The committee is still looking for one or two more people to serve on it and any volunteers are most welcome. The committee has not yet convened. Brynn Hibbert pointed out that the history of the color books is included in the Agenda Book for this meeting (see pages 39 – 44).

e. *Gold Book Project*

Brynn Hibbert reported that the objective of the project is to create a Content Management System (CMS) for updating the Gold Book and perhaps extending the process to the other color books. The plan is to extract the data from current Gold Book xml and inject the data into a SQL database. The Gold Book contains about 8000 xml files. The project will use open source technology so the implementation can be easily changed when recommendations come in.

Leah McEwen noted that getting data out in xml with computer programs is beneficial. Colin Humphris noted that De Gruyter has expressed interest in the Color Books and stressed the importance of the data as IUPAC intellectual property. This is something that we need to keep in mind should we negotiate a future contract with De Gruyter or another publisher.

12. Project Status Report

It was reported that multiple challenges have been encountered with this project. The web scraping of the Gold Book website has been contracted out (<http://goldbook.iupac.org/index-all.html>) to a contractor on odesk.com for \$556. This work is about halfway done and a database of the Gold Book terminological information should be available within a week. A Drupal CMS website will be auto-populated with the information. Some features will be added that will enhance the functionality of the Gold Book data. The Drupal website is almost ready to receive

the scraped Gold Book data and it is anticipated that a fully-functional Gold Book Drupal website will be ready in 1-2 months. Future activities include continued development to import all data into Drupal; updating of all links in each definition; creation of templates; review of terms before presentation to the public; and improving the look of the website to make it more appealing.

13. Other Reports

ICSTI

Wendy Warr will submit a report after the ICSTI General Assembly. It was reported that IUPAC is no longer an ICSTI member, but last year agreed to support Wendy's travel to the Assembly in the fall of this year.

InChi

Steve Heller (submitted a formal report - see Agenda Book, pp. 47-54). Shortly before the meeting he provided a general update as follows:

Since 2013 there has been little done other than building a bigger and stronger foundation with lots of working groups developing extensions to what InChI can cover. It turns out that even though essentially only small molecules are currently covered, that is what 99+% of the users want. So InChI is being accepted and used more and more simply because it covers what people are actually doing, which is very little of esoteric structures. Publishers are slowly getting their production systems to incorporate InChIs. The major hurdle/challenge is to get sufficient funding and interest (i.e., expert volunteers to do the work on defining the standard) to get more areas covered - polymers, inorganics, organometallics, reactions, large molecules, etc. The whole project runs on a little over \$100,000, which is a pretty small sum for what it has done and needs to do.

ICSU General Assembly Agenda

Wendy Warr provided the agenda for the forthcoming meeting (see Agenda Book, pp. 55-81).

14. IUPAC Books

It was noted in Istanbul last year that there is little coordination in the contracting of books within IUPAC. Everything is not in sync. Rene Deplanque had been considering the development of a standard template before he left IUPAC. Colin Humphris added that IUPAC does need a uniform contract and noted that some of the current contracts have no royalties. It's something that needs to be monitored.

15. Discussion of Digital IUPAC

Bonnie Lawlor mentioned that a project proposal was discussed briefly at the Istanbul meeting and that Colin Humphris and Jeremy Frey had planned to bring it forward (see the minutes of that meeting on page 10 of this Agenda Book). Colin said that nothing has been done as of yet and Bonnie said that she will follow-up with Jeremy. Leah McEwen said that she has worked with Jeremy several times. He will need another person to help if the project goes forward and she will consider volunteering.

Bonnie also mentioned that the Terms of Reference for this Committee need to be modified to reflect the expanded charter and name change. She will attempt to draft a revision for the Committee's review. Upon Committee acceptance, she will initiate the approval process that will culminate in a vote by Council next year.

Bonnie asked the group if there are ideas to work with CODATA to help fulfill the new name and new vision and the response was that not much seems to be happening. Perhaps Jeremy's proposal will be sufficient. Colin said that he would like to see some connections made between big data and planetary boundaries.

16. Industry Updates

a. *ORCID* – current status

- i. ScholarOne added ORCID ID to their manuscript submission system. However its use is not mandatory.
- ii. Alpha completed 2010; Beta completed 2012
- iii. Began issuing identifiers October 16, 2012
- iv. 80 members in October 2013; currently at 300+ members
- v. International acceptance – highest in USA and China
- vi. January 14, 2014 – memo of understanding with ISNI
- vii. Implications for IUPAC as an international publisher: single identifier to link to multilingual representations of an author name.

b. *Altmetrics* – recent activities.

- i. White paper on Phase One at:
http://www.niso.org/topics/tl/altmetrics_initiative
- ii. NISO Standard Project – launched July 2013
- iii. Goal – to study, propose and develop community-based standards/recommended practices for alternative metrics
- iv. Stakeholders: researchers, librarians, publishers, university administrators, funding bodies
- v. 25 action items identified
- vi. Phase 2: Development of one or more standards/recommended practices

c. *CODATA - Big Data. Statement of Recommendations and Actions* for Big Data for International Scientific Programmes: Challenges and Opportunities. See reports at:

<http://codata.org/blog/2014/06/16/big-data-for-international-scientific-programmes-a-statement-of-recommendations-and-actions/>

- i. Workshop held in Beijing, China – June 8-9, 2014
- ii. 7 recommendations for sponsors of International Scientific Programs
- iii. Establish a CODATA Working Group on Big Data for Scientific Programs
- iv. Research Report: *Trust and Authority in Scholarly Communications* (Carol Tenopir). The report came out in February. Report at:

http://ciber-research.eu/download/20140115-Trust_Final_Report.pdf.

The research was funded by the Alfred P. Sloan Foundation. The work was initiated April 2012 and the final report issued December 2013. The goal of the research was to assess how researchers assign and rate trust with regard to what information they use, what they cite, and where they publish. Some of the results were as follows:

- *Criteria for Reading:*
 - Read abstract and methodology
 - Check for credible data and sound logic
 - Look at source's references
 - Colleague recommendations
 - Familiarity with author or journal
 - Peer-review linked to quality
 - Impact factor a factor
- *Criteria for Citing:*
 - The author is known and trusted
 - The journal or conference is known and trusted
 - Seminal work in the field
 - Supports methodology
 - The research group/institution is known and trusted
- Criteria for Publishing
 - Traditional metrics (e.g., impact factor) still important
 - Influenced by tenure
 - Institutional research policies
 - Audience of a journal
 - Likelihood of getting published

17. Other Business

No additional business was discussed; however, the group agreed that the meeting with De Gruyter was really productive.

18. Next Meeting

The next annual meeting will be held during the IUPAC General Assembly in Busan, Korea. The dates of the Assembly are August 9-14, 2015. The exact date for the Committee meeting will be determined at a later date. Bonnie said that she will hold quarterly meetings to make sure that things are moving forward and that additional meetings will be called on an *ad hoc* basis if needed. There being no further discussion the meeting adjourned shortly before noon.

ACTION ITEMS

1. Spence McGrath to find out how many new subscriptions have been received for *Pure and Applied Chemistry*. **Completed.**

At the end of 2013, IUPAC transferred 320 paid subscriptions to De Gruyter. Through July 2014 De Gruyter renewed 233 of these subscriptions for a true renewal rate of 73%. They also sold 61 new subscriptions this year. Please note, that tracking exact renewals is difficult because of Agent subscriptions, but De Gruyter is confident that they have renewed at least 73% of the customers IUPAC provided.

2. Spencer McGrath will find out who will handle the invoices from Cheryl – IUPAC or De Gruyter. **Completed.**

In 2014, Cheryl will be paid by IUPAC and IUPAC will be reimbursed by De Gruyter. In 2015, Cheryl will be paid directly by De Gruyter. This is no longer an issue as Cheryl's work will be transitioned to a De Gruyter employee beginning at the end of 2014).

3. Fabienne Meyers will supply an icon to be used on PAC articles that are standards and recommendations. This will be implemented in January 2015. **Completed.**
4. De Gruyter will supply a figure on how many 2013 institutional *PAC* subscribers renewed with De Gruyter for 2014. **Completed** – see item #1 above (all subscriptions are institutional).
5. De Gruyter will supply figures on institutional *PAC* subscribers by country. **Completed.**
6. De Gruyter will supply figures on *PAC* and *Chemistry International* full-text downloads year-to-date for 2014. **Completed.**

As of July there were 8,739 total views/downloads of *CI* and 53,285 total views/downloads of *PAC*. The top-downloaded article for *PAC* is "Assessment of international reference materials for isotope-ratio analysis," a Technical Report by Willi A. Brand, Tyler B. Coplen, Jochen Vogl, Martin Rosner, and Thomas Prohaska. The top-downloaded article for *CI* is the Bookworm review for *The Skeptical Environment – Measuring the Real State of the World* by H.L. Senti.

7. Spencer McGrath to check the price for article downloads (30€ vs. \$0.25). **Completed.** He confirmed with De Gruyter Data Quality to change the Euro price.
8. Colin Humphris is to confirm how IUPAC wants the *PAC* back files handled. **Completed.** The back files are to be made freely available
9. Spencer McGrath will confirm that the free access to all standards and recommendations on De Gruyter online is working.
10. Katharina Butsch will prepare a database concept presentation for discussion at the ACS Meeting in San Francisco, CA on either August 11th or 12th. **Completed**

11. Colin Humphris will inform De Gruyter by August 11 or 12, 2014 whether or not *Chemistry International* will be revised for 2015 or if we will continue “as is” for another year. Will it be sold or remain freely-available? **Completed.** There will be no change in 2015. A decision on 2016 will be made in the first quarter of 2015.

12. Colin Humphris will let De Gruyter know by August if IUPAC plans to move ahead with member authentication for *CI*. **Completed.** Member authentication will not be done in 2015.

13. IUPAC will supply De Gruyter with accurate label numbers for *CI* paid and unpaid subscriptions as soon as possible. They need to know the print run for 2015. **Completed.**

14. Spencer McGrath will supply an update on the CrossRef functionalities available on De Gruyter online: a) cited-by; b) CrossMark; c) Almetrics.org; d) the Forward-Linking functionality that seems to have glitches.

15. Fabienne Meyers will provide Spencer McGrath with examples of an article that should have a high ‘hit’ total but does not. **Completed.**

16. Bonnie Lawlor will revise the Terms of Reference for the Committee on Publications and Cheminformatics Data Standards for review by the Committee before the end of October. **Completed.**

17. Bonnie Lawlor will follow-up with Jeremy Frey regarding the Data Standards project proposal. **Completed.**

18. Bonnie Lawlor will finalize the *CI* survey for review and comment and submit the final version to Fabienne Meyers by November 1, 2014. **Completed.**