

**Division VI - Chemistry and the Environment (DCE)
Conference Call Meeting – Monday 19th February 2018
Minutes**

1. Welcome, apologies

a. Members participating

Rai Kookana - Australia - Division President	(RK)
Petr Fedotov - Russia - Division Past President	(PF)
Hemda Garelick - UK - Division Vice President	(HG)
Roberto Terzano - Italy - Division Secretary	(RT)
Nadia Kandile - Egypt - TM	(NK)
Doo Soo Chung - Korea - TM	(DSC)
Fani Sakellariadou - GR - TM	(FS)
Annemieke Farenhorst - Canada - TM	(AF)
Baoshan Xing - US - AM	(BX)
Bradley Miller - US - AM	(BM)
Wenlin Chen - China - AM	(WC)
Diane Purchase - UK - AM	(DP)
Edgard Resto – Puerto Rico - AM	(ER)
John Unsworth - UK - AM	(JU)
Cristina Delerue-Matos - Portugal - NR	(CDM)
Tiina Sikanen - Finland - NR	(TS)
Bipulbehari Saha - India - NR	(BS)

b. Apologies

Laura McConnell- US- TM	(LM)
Ester Heath - Slovenia - NR	(EH)

2. Special welcome to new members, new committee

RK welcomes new DCE members: Gloria Obuzor (Nigeria, NR), Ester Heath (Slovenia, NR) and Bipulbehari Saha (India, NR).

RK welcomes the new committee for the biennium 2018 - 2020.

3. Roles of Divisional committee members

RK discusses the new composition of the DCE committee for the biennium 2018-2020 together with the roles some of the members already have within the IUPAC organization (Appendix A).

RK expresses the Division wish that all the committee members should have a specific role within the Division in order to share the efforts around and give the opportunity to all the Members to actively participate to the Divisional activities.

It is confirmed that Prof. Irina Perminova is the current DCE representative on the Committee on Chemistry Education (CCE) as she was nominated in 2017 by PF.

RK asks all the Members to report to RT about all the activities and committees they are involved within IUPAC and projects they are contributing to, either as project leader or task member (to be added directly in Appendix A).

Actions:

ALL - to report to RT about activities and projects within IUPAC

4. Projects

RK was pleased that the Division Members are actively involved in a number of projects.

Some reports about projects have been received and are attached (Appendix B1-B3).

According to the reports, they are making good progress.

RK says that some projects are inactive and other are well beyond their closing date and these need urgent attention. He also pointed out that the money which is not used within the projects goes back to IUPAC and does not remain within the Division. If needed, deadline extension could be requested with justification for the project.

Actions:

Project leaders - to report to RT about activities and projects within IUPAC and if any extension is needed.

a. Project coordinator (PC) role

HG informs the participants that a Project Coordinator (PC) is needed as also other Divisions have it.

RK suggests that PC should be highly organised, need to keep a good tab of status of projects, be in touch with project leaders and is expected to be a hard task leader to keep projects active.

RK also suggests that project review process should be carried out in a different way than in the past and that the PC could take care of appointing specific reviewers depending on the subject matter for an in depth review by a couple of reviewers.

RT suggests that PC role should be covered by a TM since it is going to be a very important role within the Division.

Support is offered by the whole Committee to the PC. Also, a project tracking tool (Trello) is available as discussed in point 5.

FS volunteered her availability as PC.

ER offered his support to FS.

AF also offered her support to FS.

RK suggests FS, ER and AF to have a look at the list of Division projects and try Trello to see how it works.

Actions:

RK - to send FS, ER and AF a list of the Division projects and their status.

- b. Status of current projects
Some reports about the current projects have been sent to RT and are attached (Appendix B1-B3).
 - i. Identify chemistry International articles / publicity opportunities
Not discussed - deferred to Rome meeting in May 2018.
- c. Projects under consideration
At the moment there are no new projects under consideration. However partial funding for some existing projects is on hold (e.g. 2016-047-1-600; 2017-035-2-600) and is to be discussed in Rome.
- d. Future project ideas
Since the new biennium budget has not yet been finalized, this point will be discussed during the Annual Meeting in Rome in May.

5. Project tracking tool

RK, on the basis of previous experiences, suggests that the online application "Trello" (www.trello.com) could be very useful to organize projects tracking and that the PC could take advantage from its use.

RT says that Trello is quite easy to use and looks an efficient tool for the Division purposes.

RK concludes that Trello can be used by the PC as a trial to really see if it can be useful.

Actions:

RT - to help familiarize FS, ER and AF with Trello.

6. Short sub-committees reports

a. Subcommittee on Crop Protection Chemistry:

JU briefly reports about the Subcommittee activities of last years and in particular about the Environmental Risk Workshops which were organized by the Subcommittee since 2014.

HG suggests that maybe some of the new members would be pleased to join the Subcommittee.

JU is going to prepare a written report from the Subcommittee to circulate among DCE Members.

b. Subcommittee on Chemical and Biophysical Processes in the Environment:

BX and DP have submitted a written report about the Subcommittee activities (Appendix C).

BX mentions about a new project by Kalderis on "Glossary of terms used in biochar research".

HG suggests new DCE members to have a look at the reports and the Division VI webpages in order to consider joining the DCE Subcommittees. Being in Subcommittees is very important to produce project ideas.

Actions:

JU - to send RT and RK a written report of the Subcommittee on Crop Protection Chemistry

7. Division budget

RK noted that he has not yet received an official advice about the Division budget but he expects a bit lower budget compared to previous year because of a newly created IUPAC Committee. As Division, about XXXXX \$ budget is expected for the coming two years with about 75% available for projects and 25% for operational activities.

a. Current Commitments

Some projects, already approved in 2017, were only partially funded with the previous budget but part of the new budget has to be allocated on these projects in order to cover all the approved expenses.

Among these, BX project 2016-047-1-600 on the IUPAC-Wiley Book Series needs to be covered with the new budget for the remaining expenses in the coming biennium.

RK suggests to wait for the new budget and then decide how to allocate the new budget on the already approved projects.

b. Likely needs 2018

RK hypothesizes that after covering the remaining budget allocated for projects approved in the previous biennium, the Division will have about XXXXX \$ to use for new projects which will allow to fund 4-5 new projects.

BX project 2016-047-1-600 still needs to be funded for XXXXX \$. RK suggests to wait for the new Division budget and take a decision during the Annual meeting in Rome. One possible option is to fund part of the requested money in this year and then the remaining part in the next year, depending on real project needs and whole Division budget situation.

HG suggests also to ask the IUPAC Project Committee to support this project in case of necessity.

8. IUPAC Rome meeting – May 12-13

a. Preparations

RT reminds that the Division decided to have the Annual Meeting in Rome because of the concomitance with the SETAC Europe Conference where DCE has organized a session (see point 8c).

Since the costs claimed by SETAC to have the Division Meeting in the same Convention Center of SETAC Meeting were too high, another venue has been identified at few

minutes walking distance from the SETAC venue. RT reports that this venue was kindly suggested by the Italian NAO Representative Dr. Mario Malinconico and that the budget asked for the whole organization in that venue is about XXXXX Euros (meals included).

The committee thought the costs were reasonable and decided to confirm the venue suggested by RT.

Therefore the DCE Annual Meeting will take place on May 12-13th 2018 at the FISE building, via del Poggio Laurentino 11, Rome. The meeting will start at around 9:30 a.m. on Saturday 12th until around 6:00 p.m., and at around 9:00 on Sunday 13th and end at around 2:00 p.m. after lunch.

For the Sunday morning, RK suggests to invite external participants to start new collaborations or strengthen already existing networks. It would be an occasion to invite especially external people involved in the SETAC Meeting.

HG requests all the members to think about people outside the DCE who could be interested in participating to the meeting at any stage since DCE meetings are open to all kind of participation.

b. Divisional matters

HG reminds that usually only the participation of titular members (TM) is supported by IUPAC. However, since the next meeting in 2019 will be in Paris in concomitance with the IUPAC centennial celebrations, probably the TM costs will be covered by IUPAC central budget. Therefore, depending on the expenditures of TMs in Rome, probably some money from the DCE budget could be used to partially support also few DCE members other than TM in 2019. This is to be further discussed in Rome.

RK suggests that probably this budget should be especially used for the Paris meeting, because of the higher relevance of the event for IUPAC.

HG suggests to make a provisional balance of the costs of the TMs participating to the Rome meeting in order to see if some support could also be given to other DCE Members.

c. SETAC EU special symposium

RK reports that LM sent a session proposal for the SETAC Meeting in Rome. The proposal was accepted and the session will take place on Thursday 17th May 2018.

The session is about "Improvements in environmental exposure assessment: Development and application of tools across industry sectors, regulatory agencies, and international boundaries" (Co-chairs: Laura McConnell, Romanas Cesnaitis, Todd Gouin, Rai S. Kookana). Several DCE Members are involved in the session organization or as presenters, both with oral presentations and posters.

9. Division website

RT reports about the current situation of the Division VI webpages. Webpages are constantly updated with new information coming from the Members.

RT suggests to renew the page devoted to the Subcommittee on Crop Protection Chemistry since it has not been updated since long time. New information, pictures and links to papers and book published within the Subcommittee could be added.

RT says that the last Meeting Minutes should be added since the last one is from 2016. HG and PF reminds that it was decided to publish the Minutes without some sensitive information and therefore they need to be partially amended before online publication. However, minutes from Sao Paulo Meeting in 2017 still needs to be approved. HG suggests to discuss about them during the Rome meeting.

The last "Activity reports" also needs to be uploaded. PF says he is going to send RT the last reports to Bureau to be posted on the website.

RT suggests to update the list of Publications reported at the end of the Division webpage since it is limited to only two publications which date back to 2012.

RK suggests to make a selection of publications from the list reported in the report to Bureau from PF and publish it in the webpage as front-matter.

RT says it would be nice to have the pictures of all the DCE members visible in their personal IUPAC pages and therefore encourages all the Members to send him their own pictures.

HG suggests to have a discussion during the Rome Meeting about the new call-for-projects for the next year, in particular about new research topics to include in it.

Actions:

JU, LM - to send RT new material for the "Subcommittee on Crop Protection Chemistry" webpage

HG, PF - to prepare Minutes from the last Meetings suitable for publication on the website and send to RT for circulation through the DCE Members before Rome Meeting

RT, RK - to add a point about Sao Paulo Meeting minutes discussion in the Rome Meeting agenda

PF - to send RT the last reports to the Council and Bureau

RT - to publish the last reports by PF on the website

RK, RT - to select some publications from PF reports to show on the DCE webpage with links to papers or pdf (if possible)

RK, RT - to add a point about the new call for projects (2018-2019) in the Rome Meeting agenda

10. IUPAC Paris meeting 2019

LM is involved in IUPAC 100 and has given RK an update.

HG reports about some of the projects going on for this event.

RK suggests that during the Rome Meeting more details will be given by LM on the Paris Meeting and all the related activities.

11. AOB

RK reports that in April he will have his first IUPAC Bureau Meeting as DCE President in Bratislava. HG will be also involved in the same Meeting. RK is going to report to the Bureau about the Division activities and perspectives for the coming biennium. PF comments that an important point to be stressed in the report is Interdivisional collaboration.

12. Next meeting

RT is going to prepare and send invitation letters for the Annual Meeting in Rome to all the DCE Members. Invitation letters will also be sent to some of the former DCE Members and external observers. All Members are asked to think about possible external participants to invite and send RT and RK their names in order to prepare invitation letters.

For those that will not be able to attend the Rome Meeting, most probably a remote connection will be arranged through a teleconference system or GoToMeeting (if the logistic in Rome will allow it). Further details will be given some days before the Rome Meeting.

RK reminds that only TM are eligible for the reimbursement of travel expenses to participate to the Annual Meeting. However, if there will be some residual budget it could be used to support also AM or NR.

Actions:

RT - to prepare and send invitation letters to DCE Members.

RK, RT, HG, PF - to make a list of people to invite to the DCE Annual Meeting.

RT - to prepare and send invitation letters to people other than DCE members.

RT - to arrange remote connection for the Rome Meeting with Members who will not be able to physically attend the meeting.