

MINUTES OF 62nd BUREAU MEETING

Lady Margaret Hall, Oxford, UK: 12th-13th September 1992

Present: Prof. A. J. Bard (Chairman), Prof. M. T. Beck, Prof. G. den Boef, Prof. R. D. Brown, Prof. A. Chakravorty, Dr. Mary L. Good, Prof. W.-Y. Huang, Prof. S. Itô, Prof. Y. P. Jeannin, Prof. J. Jortner, Prof. G. Modena, Prof. H. A. Staab, Prof. I. Wadsö, Prof. J. M. Ward, Prof. K. I. Zamaraev (Elected Members); Prof. R. A. Alberty, Prof. K. L. Komarek, Prof. N. J. Leonard, Prof. W. Heitz, Prof. A. Hulanicki, Dr. P. S. Steyn, Prof. H. P. Lehmann (Division Presidents); Prof. A. E. Fischli (Chairman, Committee on Chemistry and Industry), Dr. A. Hayes (Chairman, CHEMRAWN Committee) - in part

Absent: Prof. J. G. Topliss (President, Medicinal Chemistry Section)

In Attendance: Prof. V. A. Koptug (Coordinator, Chemistry and the Environment Programme), Prof. Y. Inel (Organizing Committee, 35th IUPAC Congress) - in part, Dr. M. Williams (Executive Secretary), Miss A. Troughton (Deputy Executive Secretary), Dr. M. H. Freemantle (Information Officer/Affiliate Affairs Secretary) - in part

1/92 INTRODUCTORY REMARKS AND FINALIZATION OF AGENDA

The following items were added to the agenda drawn up on 92.09.09:

- 8.8 IUPAC Representation at Meetings of International/Regional Organizations
- 9.5 Monograph on Safe Use and Disposal of Chemicals in Laboratories

Item 6.3 was withdrawn from discussion, the President preferring first to consider personally with the Commission on Water Chemistry any IUPAC initiative on oceanography. Item 6.4 would be taken in conjunction with 6.2.

2/92 MINUTES OF 60th and 61st MEETINGS OF BUREAU

2.1/92 Amendments and Approval

The Minutes of the meetings at Hamburg (circulated by the Executive Secretary 92.01.24 and 92.09.09) were approved, subject to:

- (i) Minute 4.11/91, 60th Bureau - instead of "Calorimetry Conference", in IUPAC records refer to it as "Calorimetry Conference of North America" and not "The Calorimetry Conference" (see Minute 3.5/92, 117th Executive Committee)
- (ii) Minute 12.2/91, 60th Bureau, line 5 - "endorsed" being replaced by "received" [see Minute 3.7(i)/92, 117th Executive Committee]

2.2/92 Matters Arising from Minutes

2.2.1/92 International Institute for Chemistry  
(Minute 3.2.1/91, 60th Bureau)

Copies of the July 1992 Newsletter of the International Centre for Science and Technology - of which IIC was one of three constituent institutes) - were

tabled by Prof. Modena. The Institute had a Coordinator (Prof. N. Rahman, University of Trieste) and Deputy Coordinator (Prof. M. Graziani, University of Trieste), but no full-time Director due to lack of funding. In addition to training in the laboratories through participation in research projects, IIC was organizing each year a few courses at the post-doctoral level, workshops for small groups on well-defined topics, and conferences on timely and topical subjects at advanced level.

2.2.2/92      Corrections and Amendments re Appointment of New Members (Minute 16/91, 61st Bureau)

Corrections and amendments to the information supplied at Hamburg re appointment of new members of Division/Section Committees and Commissions were noted by the Bureau.

3/92      MINUTES OF 117th MEETING OF EXECUTIVE COMMITTEE

3.1/92      Receipt of Minutes

The Minutes of the meeting at Dublin were recorded as having been received officially by the Bureau.

3.2/92      Matters Arising

3.2.1/92      IUPAC-UNESCO Initiative in Latin America  
(Minute 3.1/92)

Prof. Jeannin reported that he had written to Mexico (92.06.17) as suggested, but no response had yet been received.

3.2.2/92      IUPAC-IUPAP Transfermium Working Group  
(Minute 3.7/92)

Prof. Jeannin summarized the present position: comments on the Phase (ii) report from the laboratories at Berkeley, Darmstadt, and Dubna, were expected in the next few weeks. Due to late receipt of the invitation, there had been insufficient time for IUPAC to participate in the ceremony at Darmstadt on 92.09.07 to announce proposals for names of elements 107, 108, and 109.

3.2.3/92      IUPAC Awards Programme  
(Minute 3.8/92)

The President reported that the first Thieme-IUPAC Prize in Synthetic Organic Chemistry had been duly presented to Prof. S. L. Schreiber during the 9th International Conference on Organic Synthesis (Montreal, 92.06.28-07.02).

3.2.4/92      Royalties Arising from Perspectives in Catalysis  
(Minute 4.2.1/92)

At the recent meeting of the CHEMRAWN Committee in Moscow (92.09.09), Dr. Hayes said Prof. Sir John Meurig Thomas had noted with dismay that the Executive Committee felt it was unnecessary to reconsider the decision not to make available royalties from this monograph for CHEMRAWN purposes. Some prior consultation and more sensitivity over the matter would have been preferable. The President indicated that handling royalties in the requested way would be bad practice for the Union as a whole [cf. other multi-author IUPAC works, such as the Solubility Data Series and *Standard Potentials in Aqueous Solution* (1985)].

3.2.5/92      Fullerene Nomenclature and Terminology  
(Minute 7.7/92)

The President reported briefly on the membership of the Working Group. It had started to work by correspondence, and hoped to meet once before Lisbon, where hopefully the Group would present some recommendations.

4/92      FINANCIAL MATTERS

4.1/92      Report of Treasurer

- (i)      The Treasurer made a plea for earlier submission in future of completed claims forms by Bureau Members. It had been impossible to monitor properly the expenditure for the present meeting against the approved budget.
- (ii)      Re the IUPAC accounts for 1991 [Appendix A to Minutes of 117th Executive Committee, and CI 14, 192-195 (1992)], Prof. Ward drew attention to the excess of expenditure over income of USD 161 602. The deficit would have been even larger (USD 256 515) had not two recommendations of the auditors been accepted. There was, therefore, no cause to relax the stringent financial measures imposed at Hamburg, and the Treasurer did not expect any improvement in the foreseeable future.
- (iii)      In view of (ii) above, the Treasurer proposed not to adhere to the detailed budget preparation procedure introduced by his predecessor for 1990-1 and followed more fully for 1992-3. Although no extra income was presently expected for 1994-5, Prof. Ward would still be requesting information from the Division/Section Presidents about any significant new projects. In addition, he felt that a more rational approach was needed in allocating the total funds for the scientific work of each Division/Section.
- (iv)      The Treasurer reported briefly on the introduction of new format accounts for the current biennium and institution of quarterly management accounts. For 1992 the expenditure was so far in good agreement with the approved budget, except for the matter of exchange differences. However, Prof. Ward expressed concern at the slow payment of national subscriptions for the current year: at the end of June only 22% had been collected (cf. 40% at the corresponding stage in 1991), which had necessitated selling some investments to meet running costs of the Union. He asked Bureau Members, where possible, to prevail upon their national funding agency/agencies to pay nearer to 1st January in 1993.

Furthermore, the Treasurer recommended the Bureau to tighten up the sanctions for countries with outstanding subscriptions (Statute 9.2), by implementing the first-year sanctions if payment was not made by 31st December in the relevant year. Prof. Jeannin pointed out that, for many countries, after Council decided to increase subscriptions for the following year, there was a significant time lag before the national funding agency/agencies could respond. In addition, difficulties sometimes arose due to a major change in the USD exchange rate between national budgeting and receipt of the subscription invoice.

Dr. Hayes suggested that it should be sufficient to receive payment

at the anticipated level of national subscription, and to allow some flexibility in respect of paying subscription increases: it was a matter of cash flow. Prof. Komarek said that the position of Austria was particularly difficult, because three funding agencies were involved. Profs. Modena and Zamaraev also spoke against an earlier introduction of sanctions for countries with outstanding subscriptions.

The President concluded that there was no consensus in favour of changing Statute 9.2.

Dr. Hayes pointed out that, strategically, it was better to encourage NAOs to pay their annual subscriptions at least at the former level, rather than delay until payment could be made in full for increased subscriptions. Prof. Brown suggested that a letter might be sent to NAO-Treasurers, to canvass their opinions about a possible change to Statute 9.2.

- (v) The Treasurer drew attention to the tabled report of the Internal Auditor for the period 92.01.01-08.31 [Minute 11.2(iii)/91, 60th Bureau]. Prof. Ward said that Dr. S. S. Brown was doing a good and extended job: his suggestion for earlier publication of the annual accounts in CI had been implemented. The Finance Committee already had in hand preparation of more user-friendly accounts. Regarding allowance for insurance on claim forms in 1992 (Minute 4.1.1/92, 117th Executive Committee), after taking expert legal advice, it was now clear that such insurance was unnecessary. Consequently, Prof. Ward proposed to discontinue it from the end of 1992. However, Dr. Hayes felt that reliance on the insurance cover of an air carrier was somewhat misplaced: in his opinion it was better to pay for an air ticket by credit card, which did give cover against death in an air crash.

4.2/92      Annual Service Charge for Associated Organizations  
(Minute 3.6/92, 117th Executive Committee)

A proposal from the Executive Committee, to introduce a compulsory minimum service charge of USD 50 for AOs in 1993, was approved unanimously by the Bureau. In order to receive PAC as well as CI and the biennial Handbook, the option would remain open for an AO to pay USD 100. Without immediate access to the news magazine and Handbook, AO status of the Union was felt to be meaningless.

There was no objection to a suggestion from Prof. Ward, that the service charge for CAs should be increased from USD 40 to 50 in 1993.

4.3/92      Guidelines on Right to Receive Expenses  
[Minute 4.1.7(ii)92, 117th Executive Committee]

The Treasurer spoke to his tabled Guidelines on the Right to Receive Expenses. At the Division/Section Presidents meeting [Minute 2.2.1(i)/92, Oxford], it had been suggested to add, that at General Assemblies contributions would be paid only to Titular Members. However, if Division/Section Presidents and Chairmen of Committees wished others to attend, the contributions must be found from within their biennial budgets. Subject to the suggested addition, the Guidelines were accepted by the Bureau (Appendix A).

5/92      FUTURE GENERAL ASSEMBLIES AND CONGRESSES

5.1/92      Arrangements for 37th General Assembly  
(Lisbon, 1993: Minute 5.1/92, 117th Executive Committee)

The Treasurer regretted that the financial aspects of the Assembly were proving to be very difficult, especially the very large inflationary increases in hotel room costs and the deterioration in the exchange rate to the USD. He had decided not to use the travel agency proposed by the Local Organizing Committee, thereby avoiding its "mark-up", and to go with the Deputy Executive Secretary to Lisbon shortly. In the interim, Miss Troughton had made some good provisional deals directly with the Penta and Novotel. It now appeared that, despite the Executive Committee recommendation for a per diem of USD 110, USD 120 was necessary. Also, Prof. Ward proposed that, in order to conserve IUPAC funds in Zürich, all subsistence should be paid at Lisbon.

The Bureau consensus was in favour of a per diem of USD 110, and for full travel as far as possible within the agreed total budget of USD 520 000. Dr. Hayes advised the Union to buy forward for protection against any further deterioration in the exchange rate.

Division Presidents were requested to advise the Deputy Executive Secretary, before the end of the Bureau meeting, of any further changes required to the tabled schedule of meetings for Lisbon.

5.2/92      Arrangements for 34th Congress  
(Beijing, 1993: Minute 5.2/92, 117th Executive Committee)

Details of the second circular for the Congress were noted by the Bureau. The President said he had received an assurance from the organizers, that participants from the host country, who were presently working abroad, would be granted exit visas to leave after the Congress finished.

5.3/92      Preliminary Arrangements for 35th Congress  
(Istanbul, 1995: Minute 5.3/92, 117th Executive Committee: Prof. Inel in attendance)

Prof. Inel made a video presentation and provided information brochures about Istanbul. He had been in contact with many IUPAC bodies regarding the proposed scientific programme, and a revised version was tabled. Prof. Bard reiterated his concern over the breadth of the programme, which might limit participation. However, he was ready to abide by the judgement of the Local Organizing Committee. Prof. Jortner suggested the use of satellite meetings to spread out the programme, and he asked the organizers to consider how to ensure attendance from scientists in East European countries. The Division Presidents were reminded that additional comments on the programme should be submitted to Prof. Inel by 92.12.31, after which preparations would be made to issue the first circular.

The Bureau approved a suggestion from the President, that organizers of IUPAC-sponsored symposia should be asked to consider applying student-level registration fees for scientists from East European countries for the next three years, Mr. P. D. Gujral and Dr. Freemantle to act accordingly.

6/92        RESTRUCTURING OF IUPAC (Minute 6/92, 117th Executive Committee)

6.1/92        Discontinuation of Nomenclature/Symbols Projects More Than Ten Years Old [Minute 6.1(i)/92, 117th Executive Committee]

The Executive Secretary reported on the discussions the previous day at the meeting of Division/Sections Presidents (Minute 2.2.2/92). Each President was to comment to Prof. den Boef by 92.11.30 on his part of a listing of current projects begun in 1983 and earlier. In conjunction with Miss Troughton, the Secretary General would then revise the listing, taking note exceptionally of any projects considered to be permanently "on-going" (such as the biennial review of atomic weights, for which regular reports were published). In the latter cases, no starting date would henceforth be mentioned. The Bureau endorsed these actions, and reconfirmed its decision at Hamburg to discontinue no later than by Lisbon, as a general rule, all projects older than ten years.

6.2/92        Secretary General's Circular on 92.08.10  
[Minute 6.1(iv)/92, 117th Executive Committee]

The Secretary General reported in detail on the discussions and agreements reached the previous day at the meeting of Division/Section Presidents (Minute 2.2.3/92, Oxford):

- (i)        Proposed new projects should be of high scientific priority, and be prepared and subject to external refereeing in the even year under the responsibility of the Division/Section Presidents.
- (ii)       The present revision sheet for each on-going project should be replaced by one form per Commission, covering all its projects.
- (iii)      After Lisbon the number (zero sum) of Titular Members should not exceed the present total for the Union (see *IUPAC Handbook 1991-1993*). Each Division/Section would be free regarding distribution of its own subtotal of TMs over the Division/Section Committee and Commissions.
- (iv)       Requests for new Commissions might be presented, and also to continue former Limited Life Time Commissions (LLTCs), the TMs to be drawn from the subtotal presently available to that Division/Section [see also (v) below].
- (v)        A "pool" of eighteen TMs should be created from dissolution at Lisbon of all existing LLTCs. Requests to use the pool would be considered for additional TMs for existing Commissions, for creation of new Commissions (might be a former LLTC), and for limited life time high-priority activities.

Prof. Staab supported a suggestion from Prof. Fischli, that advice on the programmes of the Union might be sought by the Officers and especially Division/Section Presidents from a few "peer" non-IUPAC chemists, even by personally visiting such persons, who were often too busy to involve via correspondence in IUPAC work.

In addition to a critical financial evaluation of the work of the Divisions/Section, Prof. Bard felt that consideration should also be given to the subtotal of TMs allocated to each Division and Section. In the opinion of Prof. Koptug, IUPAC traditionally placed too much emphasis on Titular Membership rather than on the projects themselves: ICSU-SCOPE, on the other

hand, identified its projects first, and then appointed experts to carry out the work.

The President had attempted to survey chemists outside the Union, via national chemistry news journals, for recommendations on important and timely problems suitable for study by IUPAC (Minute 6.3/92, 117th Executive Committee). The response had been poor, and Prof. Bard would be interested to learn of other possible mechanisms for project solicitation.

The Bureau unanimously approved the consensus reached by the Division/Section Presidents on restructuring, and the Secretary General agreed to circulate the Officers of all IUPAC bodies accordingly (Appendix B).

6.3/92      Overview of Most Important Scientific Issues in  
Physical Chemistry and Organic Chemistry

At the invitation of the President and for the enlightenment and education of the Bureau, Profs. Alberty and Leonard presented brief overviews on the most important scientific issues, which had arisen in their fields during the last few years.

7/92      IUPAC BODIES

7.1/92      Meeting of Committee on Teaching of Chemistry (91.08.05-06)

Pending the provision of full Minutes, a detailed interim report on the meeting at Hamburg was received by the Bureau.

7.2/92      Matters Arising from Meeting of Committee on Chemistry and  
Industry (92.09.04-05)

Using overhead projection transparencies, Prof. Fischli gave a brief overview of important matters considered by COCI at Stockholm. Attention was drawn to the current membership of the Company Associate scheme and of COCI (in order to ensure continuity, he made a plea for the period of service of its Officers to be increased to twelve years), to recent events and future activities on safety in chemical production (including collaboration with UNIDO on GLONESA = Global Network on Safety in Chemical Production), and to proposals for national and regional events under the "Chemistry for Life" programme in 1994 to celebrate the 75th anniversary of IUPAC.

7.3/92      Matters Arising from Meeting of Interdivisional Committee on  
Nomenclature and Symbols (92.09.04-05)

The President suggested that points arising from the meeting at Oxford (letter of 92.09.05) should be considered under other relevant items of the agenda (points 1 and 2), dealt with outside the agenda (4), or taken as being for information only (3).

7.4/92      Matters Arising from Meeting of CHEMRAWN Committee (92.09.09)

Dr. Hayes reported that the Committee, meeting recently in Moscow, noted CHEMRAWN VII had been highly successful both scientifically and financially: the perspectives and recommendations booklet had been published in late August 1992. The Conference was preceded by a training workshop on environmental measurements for 25 young scientists from 23 developing countries.

The local organizers were to be congratulated on their success in mounting CHEMRAWN VIII on time, and despite extreme difficulties currently being faced in CIS. Prof. Koptug hoped that the technical proceedings, like those from CHEMRAWN VII, would be published as a monograph in the *Chemistry for the 21st Century* series. The perspectives and recommendations booklet should be available by the time of the 15th Mendeleev Congress on *Environmental Problems of General and Applied Chemistry* (Minsk, Republic of Belarus: 93.05.24-29), which would review the outcome of CHEMRAWN VIII. CHEMRAWN IX was likely to be on materials in sustainable development (Seoul, 1993/4). Regarding the financing of future CHEMRAWN Conferences, Prof. Koptug agreed with Dr. Hayes that it would be very difficult to raise industrial support for meetings in developing countries. In such cases, it would be important to involve international agencies, such as UNIDO, UNEP, and UNESCO.

7.5/92      Matters Arising from Meeting of Division/Section Presidents  
(92.09.11)

Prof. Heitz said that most matters arising from the meeting at Oxford on the previous day were covered under other items on the Bureau agenda. Following a suggestion from the Internal Auditor, guidelines and a glossary for Commission Officers had been drafted by the Deputy Executive Secretary, and approved by the Division/Section Presidents [Minute 2.2.1(ii)/92] for immediate distribution within the Union.

7.6/92      Matters Arising from Meeting of Committee on Affiliate  
Membership (92.09.10, Oxford: Dr. Freemantle in attendance)

Prof. Staab said that the total number of affiliates was still declining slightly to about 6 900 at the present time. All CAM Members felt that the affiliate programme was very important for developing countries: about 753 affiliates in such countries were currently sponsored by the Union. East European countries would be handled on the same basis in 1993. The programme benefits had been reconsidered, especially the attraction and value of CI to affiliates. It was recommended that the Divisions/Section should be strongly encouraged to submit more general chemistry review articles, and not to overload the magazine with IUPAC news. The Executive Secretary urged Profs. Alberty and Leonard to write up their overviews of physical chemistry and organic chemistry (Minute 6.3/92), and endorsed Dr. Freemantle's contention that CI was the IUPAC news magazine and not a 'chemistry newsweek'.

With the budget limit of USD 15 000 approved at Hamburg for information services/developing countries in 1992, it was recognized that AMP was now running under a financial deficit. In particular, the Treasurer had imposed a strict limit on money available for funding of leaflets and information packages. On the recommendation of Prof. Ward, the Bureau reluctantly approved an extra USD 4 500 for information packages in 1993, the money to be taken from the general budget provision for "other expenses".

Whilst acknowledging the importance of retaining contact with chemists in developing countries, the Secretary General drew attention to his suggestion that Council should officially review the continuation of AMP in 1995 (Minute 4.3.2/92, 117th Executive Committee) via a comprehensive financial investigation. Prof. Zamaraev emphasized that such a review was in line with the view of the Publications Committee, viz. CI finances should be handled completely outside the publications subaccount (Minute 9.1/92). Prof. Staab urged that the review should be started by the Bureau at Lisbon.

Dr. Steyn suggested that the Union might approach company associates to sponsor issues of CI. Prof. Chakravorty felt that a longer period might be



needed before discontinuation of AMP was decided, because its development would inevitably take considerable time: why not introduce a less costly format for CI? The President hoped that the American Chemical Society offer for affiliates to receive its journals at membership subscription rates might be extended to other national societies (Minute 4.3.2/92, 117th Executive Committee). However, Prof. Staab said that this would not be possible in Germany. Also, he was opposed to the concept of AMP developing into an international chemical society. Prof. Brown stressed that AMP offered an opportunity to bring younger chemists into contact with the Union. Dr. Hayes enquired if there were any plans to ascertain what individual chemists - affiliates - would like IUPAC to do for them? In this connexion, the Treasurer drew attention to ideas from Prof. N. Sheppard and Dr. Hayes for preparation of a brochure, like that of ICSU, to make clear what IUPAC was and did: it would be costly, but constituted a possible alternative to AMP for publicity purposes.

Prof. Zamaraev proposed that the NAOs should be canvassed for their opinions, and a suggestion from Dr. Good for the appointment of a small group to look into the matter was approved by the Bureau.

7.6.1/92      Delegates to Council as Observers at CAM  
(Minute 4.3.1/92, 117th Executive Committee)

Prof. den Boef reported that CAM had approved the recommendation for any delegates to Council, who were responsible for operating AMP in their respective countries, should be invited to sit in as observers at the meeting of CAM in Lisbon.

7.7/92      IUPAC Chemistry and Environment Programme  
(Minute 6.4/92, 117th Executive Committee)

As a result of the coordination initiatives of Prof. Koptug, Prof. Heitz said that CEP was now working well, and the Division/Section Presidents had agreed the previous day in Oxford to set a high priority for environmental projects in future. However, they recommended (Minute 2.3/92) that, after the Oxford Bureau, Prof. Koptug should step down and the coordination of CEP should be with Prof. Alberty, Prof. Hulanicki, and Dr. Steyn. Furthermore, after Lisbon there should be no separate funding for CEP, the present biennial allocation (USD 40 000 in 1992-3) being added to the total sum to be distributed among Divisions/Section for 1994-5. In the distribution of available money, the Treasurer should take into account the present activities in CEP within each Division/Section. These recommendations were accepted by the Bureau.

Prof. Koptug suggested that 25% of each Division/Section's future funding should be earmarked for environmental projects. Also, he hoped that the Union would strengthen its collaboration with other international organizations concerned with the environment, and internally with the Committee on Chemistry and Industry, CHEMRAWN Committee, and the Editorial Advisory Board for the monographs on *Chemistry for the 21st Century*.

7.8/92      ICSU-Scientific Committee on Problems of the Environment  
(Minute 6.4.4/92, 117th Executive Committee)

Prof. Koptug regretted that he had received only one response from within IUPAC to his circular letter (92.02.06), following the 8th General Assembly of SCOPE. At a recent meeting of the SCOPE Executive Committee (Paris, 92.08.27-28), it was decided to push some projects involving chemistry. Accordingly, he would be writing shortly to relevant IUPAC Commissions about

mercury cycling, effects of increased ultraviolet radiation on biological systems, and groundwater contamination.

Profs. Jeannin, Modena, and Staab supported the need for IUPAC to respond better to the efforts of Prof. Koptug to involve the Union in the work of SCOPE, and for other initiatives related to the role of chemistry for the needs of mankind (Guidelines for IUPAC Programmes, *IUPAC Handbook 1991-1993*). However, bearing in mind the need for the Union to concern itself as a priority with the traditional core activities, the Treasurer expressed concern at the relatively small funds available for new scientific work within IUPAC. Nevertheless, the President felt that, if new IUPAC projects were sufficiently important, then funding could be found from outside the Union (cf. Task Force on Scientific Aspects of Destruction of Chemical Warfare Agents: Minute 7.8/92, 117th Executive Committee). Prof. Fischli suggested that IUPAC should react to problems being faced by chemical industry through governmental legislation (a political dimension). Prof. Brown thought that the present structure of the Union prevented a rapid response to new chemical problems, and Prof. Bard commented that was why restructuring had been under active discussion for the past few years.

7.9/92            IUPAC Chemistry and Advanced Materials Programme  
(Minute 6.5/92, 117th Executive Committee)

The Bureau approved a recommendation from the Division/Section Presidents (Minute 2.3/92, Oxford), that Profs. Economy and Komarek should henceforth act as joint coordinators for CAMP. However, because CAMP had not yet developed the required momentum, it should be funded separately for one further biennium with USD 20 000 in order to get well started. Regarding the need to liaise actively with the new International Union for Materials Research Societies, the President suggested that an official approach should be made by Prof. Economy. Prof. Komarek indicated that arrangements were in hand for a joint workshop on chemistry of ceramics (Rome, 92.09.26), involving CAMP and the Commission on High Temperature and Solid State Chemistry.

7.10/92          Reports of Division/Section Presidents on Activities since  
Hamburg

The reports (Bylaw 4.109) in the meeting file were taken by Prof. Bard as for information only. Each Division/Section President was allowed briefly to mention to the Bureau the highlights and any new points.

Prof. Heitz outlined the procedure used by the Macromolecular Division to select new topics, through consultation personally with colleagues in FRG, Japan, and USA. The advice received had been not to work on high-performance polymers, because no companies would provide materials for study by IUPAC. Functional polymers were, therefore, the main issue, with recycling as a major urgency. Recent publication of the proceedings of the IUPAC-sponsored Symposium on Polymer Recycling (Marbella, 91.09.18-20) constituted an overview from Europe, Japan, and USA. It was now proposed to create a Working Party on Recycling, which should prepare an internationally-harmonized paper on the state of the art, together with recommendations for future action. A neutral chairman, Dr. N. Bikales, was envisaged, and a possible outcome might be a CHEMRAWN Conference on Polymers and the Environment.

In addition, Prof. Heitz reported that it was now judged to be more successful to hold an IUPAC panel discussion, rather than a forum on IUPAC

polymer activities, at international macromolecular symposia (cf. Minute 2.2.3/90, Division/Section Presidents - Triuggio).

7.11/92      Vice-Presidential Critical Assessment of IUPAC Projects and Programmes

Prof. Staab said that his individual interviews with the Division/Section Presidents would take place in Oxford immediately after the Bureau meeting. He would be discussing some criticisms with them at that time. In addition, he mentioned a need for better information to be available on project aims and more up-to-date information after the previous General Assembly on the state of the work; there were also unsatisfactory project rankings in several cases.

7.12/92      Terms of Reference of IUPAC Bodies  
(Minute 7.4/92, 117th Executive Committee)

The Bureau endorsed the requests for additions/changes to existing terms of reference already recommended for approval by Council at Lisbon (Appendix G to 117th Executive Committee Minutes), noting that those for the LLTC Commission on Isotope Specific Measurements as References would only be relevant, if it was proposed and accepted as a new Commission.

Proposed new terms of reference for the Commission on Nomenclature of Organic Chemistry (Appendix C), supported by Prof. Leonard, would be recommended by the Bureau for approval by Council at Lisbon. Proposed terms of reference for the LLTC Commission on Functional Polymers (Appendix C) were tabled by Prof. Heitz, and noted by the Bureau.

7.13/92      Revised Inorganic Chemistry Division Rules  
(Minute 7.6/92, 117th Executive Committee)

The Secretary General drew attention to the correspondence arising since the meeting of the Executive Committee. The Bureau accepted his proposal, that the Deputy Executive Secretary should check carefully, if all existing Division/Section Rules were in accord with the general policy of the Union and its Statutes and Bylaws (Statute 10.3). Consideration by the Bureau of the revised Inorganic Chemistry Division Rules was deferred, pending the outcome of the checking by Miss Troughton.

The Bureau approved a request from Prof. Komarek that, as an exception to Bylaw 4.103 and to enable Prof. G. J. Leigh to serve as Division President (1995-7), his years of consecutive service on the Inorganic Chemistry Division should be extended to twelve.

7.14/92      Changes to Statutes and Bylaws  
(Minute 7.9/92, 117th Executive Committee)

The Bureau agreed to recommend Council to approve the changes to the Statutes and Bylaws proposed by the Executive Committee (Appendix D). The recommendations should be circulated in writing to NAOs at least ten months before the meeting of Council at Lisbon (Statute 14.3).

7.14.1/92    Macromolecular Division Rules  
(Minute 7.9.2/92, 117th Executive Committee)

The Bureau noted that a reply was still awaited from the Czechoslovak National Committee for Chemistry. Prof. Heitz reiterated the need for a response to the proposals of the Division Secretary (90.07.27). The

Executive Secretary undertook to check if those proposals were in respect of changes to the Macromolecular Division Rules and/or Statutes and Bylaws of the Union, so that they might be considered, as necessary, at the next meeting of the Executive Committee.

Regarding the suggestion of IDCNS (Minute 7.3/92 and point 1 in letter of 92.09.05) to introduce the possibility of Consultant status rather than cooption for persons who reached their limit of service on IUPAC bodies, the Executive Secretary and Secretary General were anxious not to complicate further the already intricate membership structure of the Union. Dr. Good expressed sympathy with the concept of "consultancy", especially for short-term new experts for the duration only of specific projects. The Bureau approved a suggestion from Prof. Leonard, that the matter might be handled without mention in the IUPAC Handbook or by introducing changes to the Statutes and Bylaws, simply dealing with it through Commission Officer "appointment letters" and even financial support from within Division/Section funds.

7.14.2/92      Proposed Assignment of Votes to Delegations in Council  
(Minute 7.9.3/92, 117th Executive Committee)

At the request of the US National Committee for IUPAC (92.06.17), the Bureau would ask Council at Lisbon to replace "1-6" by "1-8" in Statute 5.1 (Appendix D).

7.14.3/92      Priority Ranking List of Commissions  
(Minute 7.9.6/92, 117th Executive Committee)

The Bureau accepted a recommendation from the Division/Section Presidents (Minute 2.4/92, Oxford), that the Canadian NAO should be asked to withdraw its proposal (92.06.02) for the time being. All efforts were presently being directed towards a greater critical evaluation of the scientific work of the Union and with a financial emphasis on high-priority projects. It might be counter-productive at this delicate stage of these efforts to introduce the proposed statutory changes. If the restructuring efforts were not successful over the next few years, then Canada should certainly seek to reintroduce the proposal.

7.15/92      International Cooperation in Chemical Databases  
(Minute 13.1/92, 117th Executive Committee)

The Bureau approved the convening of a workshop, at Lisbon, of organizations like the US National Institute of Standards and Technology - from FRG, Japan, and other parts of the world - at no cost to IUPAC and to consider the future funding of the production of critically evaluated chemical data. Dr. Mary Good agreed to cochair the workshop, possibly with Prof. E. Fluck (Gmelin-Institut), and ICSU-CODATA should be informed about the matter. The Executive Secretary suggested that Dr. Good should speak urgently to Miss Troughton about scheduling the workshop during the General Assembly.

7.16/92      Memberships Approved by Correspondence

The following appointments, which had been made through correspondence by the President since the 117th Executive Committee meeting, were ratified by the Bureau:

Committee on Chemistry and Industry

Mr. Qu Guohua (China/Beijing)

Member (1992-1995)

Dr. M. D. Booth (South Africa)	Member (1992-1995)
Dr. D. Wyrsch (Switzerland)	Member (1992-1995)

IUBMB-IUPAC Joint Commission on Biochemical Nomenclature

Prof. Maria A. C. Kaplan (Brazil)	Member (1992-1995)
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7.17/92      Nominations of New Members

The Bureau approved the following nominations for new members:

Commission on Polymer Characterization and Properties

Prof. R. G. Gilbert (Australia)	Titular Member (1991-1995), to replace Prof. K.-H. Reichert
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Commission on Spectrochemical and Other Optical Procedures for Analysis

Prof. J. N. Miller (UK)	Titular Member (1991-1995), to replace Dr. N. S. Nogar
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Commission on Biotechnology

Dr. H. G. W. Leuenberger (Switzerland)	Vice-Chairman
Prof. M. Moo-Young (Canada)	Titular Member (1991-1995)

7.18/92      Continuation of IUBMB-IUPAC Joint Commission on Biochemical Nomenclature

Subject to endorsement by the IUBMB Executive Committee, the Bureau accepted the recommendation of Prof. I. M. Mills (Chairman, IDCNS: 92.08.06 and 18), that JCBN should be allowed to continue for three more years, i.e., until the end of 1995.

8/92      RELATIONS WITH OTHER ORGANIZATIONS

8.1/92      ICSU Matters

8.1.1/92      1993-4 ICSU Grants Programme  
(Minute 8.1.5/92, 117th Executive Committee)

Considering the lack of money available for the scientific work of the Union in the 1992-3 IUPAC budget, the Secretary General mentioned his disappointment at the poor response of Division/Section Presidents for ICSU grants in 1993. He had been forced to submit his own creative proposals in order to maximize the financial return to IUPAC.

The deadline to send IUPAC requests for 1994 to ICSU was 93.02.01, and Prof. den Boef's absolute deadline for Division/Section Presidents to send requests to him would be 92.12.20. Good reports should be made to ICSU about the use of the 1992 Grants, and an acknowledgement should be included to ICSU financial support in any relevant scientific publications. Attention was also drawn to the large amount of money available for ICSU interdisciplinary bodies, and the Division/Section Presidents should consider carefully how to

make a claim for part of that money. This aspect of ICSU funding should be reconsidered by the Division/Section Presidents at Lisbon.

8.1.2/92      Ethics in Modern Science  
(Minute 8.1.6/92, 117th Executive Committee)

Prof. Jortner tabled and went through his position paper, dealing with making rules for the internal ethics of science, breaking the internal rules of ethics in science, publication rules, ethical guidelines and codes of conduct, external ethical issues of science, and recommendations regarding activities of IUPAC in the area of ethics in chemical science.

The President asked the Bureau, whether IUPAC should concern itself with ethical and even moral issues for chemists. Prof. Staab was strongly in favour of some action being taken by the Union. Accordingly, the Bureau approved the appointment of a small subcommittee of its Members to consider the matter further, particularly in respect of chemical research, and to report back to the Bureau at Lisbon. ICSU should be informed of what the Union was doing about the matter.

8.1.3/92      International Council for Scientific and Technical Information

In 1983 the Bureau decided that IUPAC should not join ICSTI, the successor to the ICSU Abstracting Board (Minute 12.2/83, 47th Meeting - Lyngby). The matter had been reviewed in late 1986, but only now was there a recommendation for IUPAC to participate in ICSTI. Dr. S. R. Heller (92.08.27: Chairman, Committee on Chemical Databases) felt that this was important, if IUPAC was serious about getting into and staying in the electronic age of both scientific information and modern communication. The President expressed concern about the extent of IUPAC involvement with other organizations (Minute 8.8/92), especially the financial aspect, and the Bureau accepted his offer to look more carefully into the recommendation to join ICSTI.

8.2/92      Academy of Sciences of USSR/Russian Academy of Sciences  
(Minute 8.2/92, 117th Executive Committee)

The Bureau accepted an application (92.07.07) for the Russian Academy of Sciences to become immediately the successor organization in IUPAC with respect to the commitments of the former Academy of Sciences of USSR. In addition, and in accordance with the advice of the All-Russian Association "Union of Chemical Industries", the Bureau accepted that the share of Russia in the chemical turnover of the former USSR amounted to 60%.

With the help of Prof. Zamaraev, the Executive Secretary was in process of inviting the Presidents of the Academies of Science in the other fourteen states, which formerly comprised USSR, to apply for membership of IUPAC.

8.3/92      Latvian Chemical Society

An application for Observer Country status from the Latvian Chemical Society (92.06.19), accepted through correspondence by the President, was ratified by the Bureau.

8.4/92      Spanish National Adhering Organization

The Bureau accepted a change from Consejo Superior de Investigaciones Científicas to Comisión Interministerial de Ciencia y Tecnología as the

official Spanish NAO of IUPAC (92.05.26; cf Minute 9.8/91, 115th Executive Committee - Pretoria).

8.5/92            Collaboration between IUPAC and UNESCO

The Executive Secretary reported on his visit to UNESCO headquarters (Paris, 92.07.23) to consider the low profile of chemistry currently in UNESCO and ICSU. The outcome was a proposal to hold an International Conference on Chemical Research Applied to World Needs for Developing Countries (cf. IUPAC's CHEMRAWN series), to be sponsored jointly by IUPAC and UNESCO. The Conference was envisaged for 1994-5, and it should constitute a forum to identify more clearly what extra might be done through chemistry for developing countries, and how IUPAC and UNESCO might help in this respect. A small group would meet in early October 1992 to develop the proposal in some detail. The Bureau expressed its support for such an initiative, but within the limitations of the Union's financial resources.

Prof. Modena suggested the eventual involvement of the IIC (Minute 2.2.1/92), and Prof. Beck said that IUPAC could usefully help developing countries to establish national chemical societies, where they did not exist already. Dr. Hayes felt that UNIDO should also be involved in the proposed Conference, and Prof. Koptuyg advised that UNEP might be another important sponsor.

8.6/92            International Activities Committee of American Chemical Society

The attention of the Bureau was drawn to an ACS proposal for an international celebration of chemistry in 1999 or 2000. The President agreed to contact ACS for more details, and Prof. Staab would discuss the matter shortly with Gesellschaft Deutscher Chemiker.

8.7/92            Chemical Heritage Foundation  
(Minute 8.7/92, 117th Executive Committee)

An application was received for Associated Organization status of the Union from the Chemical Heritage Foundation, successor to the US National Foundation for History of Chemistry. The Bureau was sympathetic to the application and, subject to the revised articles and bylaws being in harmony with the aims and activities of IUPAC, it would be recommended for acceptance by Council at Lisbon.

8.8/92            IUPAC Representation at Meetings of International/  
Regional Organizations  
(Minute 8.10/92, 117th Executive Committee)

Further to the discussions at Dublin, Prof. Bard suggested that he should draft some guidelines on the matter for consideration at the next meeting of the Executive Committee. However, it was now clear that the outgoing rather than incoming President of the Union, in conjunction with the Secretary General, should be responsible for appointing official representatives of IUPAC for the following biennium (Minute 12.3/91, 60th Bureau - Hamburg).

The President remained firmly against IUPAC participation in the "non-official" meeting at Erice (92.10.14-16) to discuss symbols and notation in interdisciplinary scientific areas, such as bioelectrochemistry. Prof. Bard would write accordingly to Prof. G. Milazzo, reiterating the invitation for him (or Prof. A. Zichichi) to be an observer at appropriate IUPAC Commission meetings in Lisbon.

9/92                    PUBLICATIONS

9.1/92                Meeting of Publications Committee (92.06.29-30)

The Minutes of the meeting at Oxford were recorded as having been received officially by the Bureau. A resolution (Minute 5.1/92, Publications Committee), regarding re-examination of the roles and financial expectations of AMP and CI, should be considered in conjunction with the official review of the continuation of AMP (Minute 7.6/92).

9.2/92                Changes to Prices of Publications

The President had been concerned about endorsing the recommendation of the Publications Committee (Minute 4.4/92, Oxford), that the library subscription rate for PAC should be raised to USD 850.00 for 1993. He felt that an increase of about 10% on the rate for 1992 could trigger cancellations, particularly in USA, where there was severe pressure on university and industrial libraries to cut subscriptions. After considering the written views of Dr. E. D. Becker (92.07.09) and BSP (92.09.09), the Bureau accepted the recommended rate for 1993.

9.3/92                Copyright of Work Done and Supported by IUPAC  
(Minute 9.4/92, 117th Executive Committee)

Subsequent to the brief discussion of the matter by the Executive Committee, it had been referred for the attention of the Chairman of the Publications Committee. Dr. Becker had duly considered the matter in detail with Dr. S. R. Heller (Chairman, CCDB) and Dr. D. R. Lide (ICSU-CODATA). In an effort to clarify the issues in a way, which would promote maximum cooperation from individuals and organizations, they had made a recommendation on policies and procedures for handling copyright in IUPAC projects (Appendix E). In their opinion there might also be some financial concerns for the Union, but these were deemed secondary, because rather little income was generated from any IUPAC publications (except PAC) or from the Union's present computer database or those likely to be developed in the near future.

Prof. Wadsö pointed out that the main difficulty was, who "owns" the copyright of data compilations, and guidelines would help to resolve some of the problems. The Bureau agreed to circulate the recommendations to all IUPAC bodies, with a request to submit comments for consideration at the Spring 1993 meeting of the Executive Committee. Amended recommendations could then be tabled at the workshop on chemical databases (Minute 7.15/92) and for adoption by the Bureau at Lisbon.

9.4/92                Monographs on Chemistry for the 21st Century  
(Minute 9.6/92, 117th Executive Committee)

As requested by the Executive Committee and taking into consideration the views expressed at Dublin, Prof. Zamaraev tabled and went through a position paper on the C21C-monographs. He would be meeting with BSP in Oxford after the Bureau finished, to finalize publication in 1992 of *Chemistry of Advanced Materials* and to make an input to *Notes for Contributors to IUPAC Publications*. The monograph constituting the proceedings of CHEMRAWN VII would be the first for which each chapter would be reviewed. Prof. Zamaraev suggested that, after Lisbon, preparation of C21C-monographs might become a core activity of the Divisions/Section and their Commissions.

Prof. Staab congratulated Prof. Zamaraev on the efforts to date, but cautioned him to take care about quality and foresight, and especially about



the selection of editors and authors. Dr. Steyn pointed out that, by definition, these monographs would have to cease by the end of 1999.

9.5/92      Monograph on Safe Use and Disposal of Chemicals in Laboratories  
(Minute 11.4/91, 115th Executive Committee - Pretoria)

The Executive Secretary was pleased to display an advance copy of the joint monograph with WHO on *Chemical Safety Matters*, just published by Cambridge University Press. It was some nine years since the two reports, originally prepared by the US National Research Council, had been made available for the Union to consider producing an international consensus volume on laboratory safety.

10/92      SPONSORSHIP OF SYMPOSIA

10.1/92      Sponsorship of Symposia

The sponsorships of symposia (Appendix F), approved through correspondence by the Secretary General on behalf of the President, since the 117th Executive Committee meeting, were ratified by the Bureau.

10.2/92      Official Representatives to Sponsored-symposia

The appointments of official representatives of IUPAC to its sponsored symposia (Appendix G), as made on behalf of the President since the 117th Executive Committee meeting, were ratified by the Bureau.

11/92      REPORT ON IUPAC SECRETARIAT  
(Minute 11/92, 117th Executive Committee)

The Secretary General tabled an up-to-date analysis of the individual staff time allocations at the Secretariat. Such data were used to apportion the Secretariat salaries and overheads costs in the IUPAC accounts under three main headings, viz. non-publications, publications, and affiliate membership programme. Also, it was hoped to use the new data in preparation of future budgets and in monitoring expenditures against budgets. This exercise would be discussed, together with the report of Prof. den Boef's next staff inspection, at the Spring 1993 Executive Committee meeting. In addition, these data might be useful for other bodies within the Union, such as Finance Committee, Publications Committee, and Committee on Affiliate Membership.

The Executive Secretary reported that arrangements were at an advanced stage for the Secretariat to become accessible via electronic mail. Connection would be to the VAX system at Oxford University, and IUPAC@VAX.OXFORD.AC.UK had been allocated as an account name. Dr. Williams asked Bureau Members, who were accessible by electronic mail, to provide the Secretariat with details of their e-mail address.

12/92      DATES AND PLACE OF NEXT MEETING

The next meetings were confirmed for Lisbon on 93.08.09-10 ('old' Bureau) and 93.08.12 ('new' Bureau) during the 37th General Assembly.

VOTE OF THANKS

A vote of thanks was recorded to the UK Royal Society of Chemistry for the provision of hospitality.

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CHAIRMAN:

Allen J. Bard

DATE:

9 Aug 1993

RIGHT TO RECEIVE EXPENSES

Introduction

Bylaw B4.307 states that only Titular Members of Commissions have the right to receive contributions towards travel and subsistence expenses from funds of the Union, as authorized by the Treasurer acting on behalf of the Union. Under exceptional circumstances contributions may be made to Associate Members or members of subcommittees on recommendation of the Division or Section President and with the agreement of the Treasurer.

The interpretation of "exceptional circumstances" has varied over the years and because it would be helpful to all concerned to have things on a firmer basis, the Executive Committee has considered afresh how best to disburse expenses to meet the Union's present needs [Minute 4.1.7(ii)/92, 117th Meeting - Dublin]. It agreed that more flexibility is now needed, and that responsibility for allocating expenses to meet scientific objectives at meetings outside a General Assembly should best rest with Division/Section Presidents and Chairmen of Committees, provided that guidelines are set down.

This decision and the following guidelines were accepted by the Division/Section Presidents (Oxford: 92.09.11) and the Bureau (Minute 4.3/92, 62nd Meeting - Oxford).

Guidelines

1. Division/Section Presidents and Commission/Committee Chairmen are encouraged to continue their efforts to obtain external funding (notwithstanding Statute 9.42), and to choose low-cost venues for meetings.
2. The money must be found from within the Division/Section/Commission/Committee budget.
3. At General Assemblies contributions will be paid only to Titular Members. If Division/Section Presidents and Chairmen of Committees wish others to attend, the contributions must be found from within their biennial budgets.
4. Claims must be made in advance, and must not be submitted retrospectively.
5. The guidelines on the back of the travel-subsistence claim form must be followed.
6. Travel costs must be stated in the national currency.
7. Rates for daily subsistence must be in accord with the Treasurer's letter to Division/Section Presidents, Chairmen of Standing Committees and Commissions on 92.02.25 or subsequent letters updating the rates.
8. The Treasurer must approve all claims.

784/GdB/UI

30th October 1992

To:            **Presidents/Secretaries of Divisions/Section  
Chairmen/Secretaries of Commissions and Committees  
Coordinators of CEP and CAMP**

From:        Prof. G. den Boef (Secretary General)

### RESTRUCTURING OF IUPAC

Following the meetings of Division/Section Presidents and Bureau during 11th-13th September 1992 at Oxford, I am now summarizing the conclusions of our discussions on restructuring. I am following a similar format to that in my previous circulars on this matter.

#### **1.     PROGRAMMES**

##### **1.1   New Projects**

Preparation of new projects, to be initiated at a General Assembly (GA), will be started in the even year preceding the GA. Commissions will make a tentative definition of each new project. All new projects should be of a high-priority and within the Guidelines for IUPAC Programmes (page 111 of *IUPAC Handbook 1991-1993*).

Each new project will in the even year be subject to external refereeing under the responsibility of the Division/Section President. It has been recommended also to include experts from industry. After having received the outside opinions, a further exchange of views could occur by correspondence between Division/Section Officers and Commissions, finally leading to a decision at the end of the GA. Project Initiation Forms (PIFs), in a typed form, with the Division/Section President's signature of approval, will then be submitted to the IUPAC Secretariat, **preferably at the GA**, otherwise by **30th September** thereafter. It will remain possible to introduce high-priority projects directly at a GA or even between GAs, the system thereby remaining flexible.

##### **1.2   Future Projects**

At the end of a GA, Divisions and Section are encouraged to present a short note on projects to be started at a later stage, when such projects have been discussed. Such a note could help the Vice-President of the Union in his biennial critical assessment of the programmes and projects of all IUPAC bodies.

### 1.3 On-going Projects

It has been decided that the present Revision Sheets will no longer be used for on-going projects. Instead, one form per Commission on all its on-going projects will be prepared, on which the Commission can clearly state, in a few sentences, at which stage the projects are (e.g., first draft not yet available; first draft to be discussed by Commission; report approved by Commission and with the Division/Section for approval; report with IDCNS; etc.). Miss Ann Troughton will prepare such a form for each Commission. It should be possible to fill in this form at the GA. In order to facilitate the work of the Vice-President and the Secretariat, the information should be typed; when necessary it will be possible to make use of the typing facilities at the GA.

The form ends with a section for comments by the Division/Section President on the progress made and is to be signed by him.

In the framework of the discussions on restructuring, the Bureau reconfirmed its decision at Hamburg to discontinue, as a general rule, all projects older than 10 years.

However, the Bureau has noted that some projects need a longer time for completion than others, such as the biennial review of atomic weights, which might go on "for ever". Therefore, in these exceptional cases, the continuation of a project older than 10 years will be accepted, provided that a request to that extent is made at the GA, mentioning the special reasons for continuation. This can be done on the form for on-going projects.

### 1.4 Vice-Presidential Critical Assessment

The biennial Vice-Presidential assessment will be carried out during the period December after GA - October of the next even year. It will be based on:

- PIFs for new projects
- reports on on-going projects by each Commission (one sheet of A4 paper per Commission)
- future projects when available
- input by Divisions/Section prior to the even year Bureau meeting and at the interviews by the Vice-President with the Division/Section Presidents at that Bureau meeting
- Division/Section policy with respect to optimization of Commission structure and membership (see Section 2 of this document)

In order to obtain as much input as possible from even-year Commission meetings, the Bureau has decided to have its even-year meeting not earlier than late September.

### 1.5 Terms of Reference

It has appeared that, at least for some Commissions, the scientific programme no longer conforms with their approved terms of reference (see

*IUPAC Handbook 1991-1993*). In some cases restructuring might lead to other objectives.

Divisions/Section and Commissions are asked to carefully look at their terms of reference, and to redefine them where necessary. It should be emphasized, however, that changes in terms of reference must be approved by Council.

Proposals to Council on terms of reference should be sent by the Division/Section President to the Executive Secretary not later than 15th March 1993 for consideration by the Executive Committee prior to Lisbon.

#### 1.6 Mission-oriented (horizontal) Programmes

Bureau has decided that for both mission-oriented programmes, CEP and CAMP, after Lisbon the coordination will be with the Division/Section Presidents. For the Division/Section Presidents, Profs. Economy and Komarek will be the coordinators for CAMP, and Profs. Alberty and Hulanicki and Dr. Steyn for CEP. They will report to the Division/Section Presidents' meeting. After Lisbon there will be no special funding for CEP. The present sum of USD 40 000 will be added to the total sum to be distributed among Divisions/Section for 1994-5. It has been noted that the Treasurer should, in his distribution of the available money to each Division/Section, take into account the present activities in CEP within the Division/Section.

As CAMP has not yet developed the required momentum, it was decided to fund this programme separately for one further biennium with USD 20 000 in order to get it well started.

#### 2. COMMISSION STRUCTURE

In agreement with the Division/Section Presidents' meeting, the Bureau has decided as follows:

- All LLTCs cease to exist at Lisbon as such.
- In the situation after Lisbon the total number of all Titular Members (TMs) for all Divisions/Section shall not exceed the total number of TMs presently available to Division/Section Committees, Commissions and LLTCs.
- After Lisbon, every Division/Section is allowed the total number of TMs presently available to its Division/Section Committee and its Commissions, **excluding LLTCs** (see *IUPAC Handbook 1991-1993*). Divisions/Section are free regarding the distribution of TMs over Commissions, provided that the maximum number of TMs for Commissions is 8. Requests for new Commissions may be presented, and also to continue former LLTCs. It must, however, be realized that such Commissions need a decision by Council under Bylaw 4.301.
- Thus a "pool" results of 18 TMs (from the present LLTCs), which can be used for new Commissions, additional TMs, or for special limited life time activities of high-priority. Decisions on these requests are to be made by the Executive Committee. Division/Section Presidents are asked to send detailed requests from the pool of 18 to the Secretariat by 15th March 1993 for consideration by the

Executive Committee, when it meets 17th-18th April 1993. These requests may be for:

- additional TMs for existing Commissions
- creation of a new permanent Commission (can be a former LLTC)
- limited life time high-priority activity

In order to maintain flexibility for the future, it should be understood that requests will be granted only for a limited time. A Division/Section, which is assigned such new TMs, is expected to give back to the on-going pool an equal number of TMs at the next General Assembly.

The Division/Section Presidents will be informed of the decisions of the Executive Committee by 1st May 1993 with a copy to other Officers concerned, so that sufficient time is still available to recruit officially the new TMs and appoint them at the GA in Lisbon.

It will be helpful for the Executive Committee, if Division/ Section Presidents also by **15th March 1992** inform us of their preliminary plans for the distribution of TMs amongst their Commissions and the Division/Section Committee. They could do this according to two scenarios: one would assume that no additional TMs are granted by the Executive Committee, and the second that their request is approved.

After he knows of this decision by the Executive Committee, each Division/ Section President will be in a position to decide on the distribution of the total Titular Membership available over the Division/Section Committee and Commissions within his Division/Section. He should inform each Commission Chairman of this decision, so that the final TM recruitment can be prepared by the Commissions. A copy of the distribution of TMs over the Commissions should be sent to the Secretariat before **15th June 1993**.

After so many discussions, the Officers of the Union are very grateful that a unanimous decision on this matter of restructuring could be reached by the Division/Section Presidents and Bureau.

We will need to become accustomed to this new policy, which creates the long desired flexibility on membership, at the same time together with flexibility in financial matters. Both factors, we trust, will contribute to an improvement of our scientific performance, but it will require a stronger leadership from Officers of the Union, the Divisions/Section and the Commissions, especially the Division/Section Presidents.

We wish you great wisdom.

copy to:      Members of Bureau

ADDITIONS/CHANGES TO TERMS OF REFERENCE OF IUPAC BODIES

Commission on Nomenclature of Organic Chemistry

Change to:

To be responsible for the documentation and development of techniques for the naming of structures that directly represent organic chemical species or may be formal representations thereof: the overriding consideration is to ensure unambiguous systematic or semisystematic names.

To accomplish the above aims by documenting existing practices and to evaluate and develop new proposals; by assembling and collating information on published programmes for computer-handling of organic nomenclature and related publications, and by acting as a central information source for such activity; and by establishing liaison with corresponding IUPAC Commissions, such as those for Inorganic, Macromolecular and Biochemical Nomenclature, as well as with such related bodies as the Committee on Teaching of Chemistry.

Commission on Functional Polymers (LLTC)

To study and report on matters concerned with functional polymers, such as techniques, standards, characterization, and properties

To encourage the development and application of more accurate techniques, standard methods, and reference materials of both scientific and technological interest

To accomplish the above aims by conducting experimental studies, by providing systematic nomenclature, by organizing meetings, and by publishing the results of its studies



1200/Gdb/MW

9th October 1992

To: **NATIONAL ADHERING ORGANIZATIONS**  
**MEMBERS OF BUREAU**

From: Prof. G. den Boef (Secretary General)

Dear Colleagues,

**PROPOSED CHANGES TO STATUTES AND BYLAWS**

The attached changes are proposed by the Bureau as a result of discussions at its meeting in Oxford on 12th-13th September 1992. Most of the changes were considered earlier in the year by the Executive Committee (see Minute 7.9/92, 117th Executive Committee - Dublin: minutes circulated to NAOs on 92.08 04 - ref. 1098/MW).

Regarding the proposed change on Assignment of Votes to Delegations in Council (item 6), this has been requested by the US National Committee for IUPAC. The issue of allocation of votes under the current IUPAC votes-subscriptions structure was discussed during the 36th IUPAC Council meeting (Hamburg, August 1991). Because the motion to change the present policy was so narrowly defeated on that occasion, the US National Committee has asked for the matter to be placed on the agenda for additional discussion and reconsideration at the 37th IUPAC Council meeting in Lisbon.

The proposed changes are circulated to you herewith, ten months prior to the meeting of Council at Lisbon (11th-12th August 1993), in accordance with the requirements of Statute 14.3 and Bylaw 6.2.

c.c. Dr. M. Williams

**PROPOSED CHANGES TO STATUTES AND BYLAWS**  
(see *IUPAC Handbook 1993-1995*, pages 191-203)

1. Past-President as an Officer of the Union

Change Statute 6.1 (page 194) to read:

"The Officers of the Union shall be the President, the Vice-President, the Past-President, the Secretary General, and the Treasurer."

2. Principle of Fair Geographical Representation

Retain the principle of fair geographical representation for Members of the Bureau (Statute 7.2, page 194), but change "shall" to "may" in the third sentence of the first paragraph of Bylaw 2.222 (page 198).

3. Revised and Shortened Procedures for Publication of IUPAC Recommendations

Further to IDCNS's redrafted "Procedure for Comment and Approval of IUPAC Recommendations on Nomenclature and Symbols" (pages 184-187), change "eight" to "five" in the second sentence of the second paragraph of Bylaw 2.11 (page 198).

4. Restricting Appointment of National Representatives

Change the second sentence of Bylaw 4.305(i) (page 202) to read:

"A Commission may coopt not more than one such representative from an Adhering Organization, but no such representation shall be permitted if the Commission already has a Titular or Associate Member, unless exceptional circumstances are established and special permission granted by the Bureau."

5. Ten-years Limitation of Period of Service for Division/Section Committees

Delete the fourth sentence of the first paragraph of Bylaw 4.103 (page 199).

6. Assignment of Votes to Delegations in Council

Replace "(1-6)" by "(1-8)" in Statute 5.1 (page 193).

## Recommended Policies and Procedures for Handling Copyright in IUPAC Projects

Background: Much of the output of the work by IUPAC Commissions and Committees is published in written form or in computer databases. In the guiding spirit of encouraging widespread dissemination of this output, IUPAC normally copyrights the material so as to be able to control its distribution and, in some cases, to provide a financial return that can help pay some of the expenses in creating the published material. For Recommendations and Reports published in *Pure and Applied Chemistry*, IUPAC routinely grants the right to reproduce or translate the material without any payment in order to foster wider dissemination. For material published in book form, including compilations of evaluated data, and for corresponding computer database, IUPAC does not automatically grant free permission for reproduction, but considers each case on its merits.

Recently questions have arisen about "ownership" of material published (or about to be published) by IUPAC, primarily in terms of evaluated compilations of data in written or computer readable form. It is clear from copyright laws and court decisions that data *per se* may not be copyrighted, but the form in which they are presented may be. Thus, an IUPAC publication may use data that have appeared elsewhere, and other producers of databases may use data from IUPAC publications, so long as there is no verbatim copying of the material in the form presented. On occasion a database produced from IUPAC-endorsed material may be thought to gain value from such an endorsement.

IUPAC Policy: We believe that it would be desirable to clarify or to reiterate the IUPAC policies regarding copyright, dissemination and royalties, and to provide some guidelines for applying these policies to individual projects. We recommend the following:

1. The current policies regarding copyright and reproduction of material from PAC should be continued.
2. For projects that are expected to result in publishable material (in written or computer readable form) IUPAC should normally anticipate that the publication will be copyrighted by the Union, and volunteers working on the project should be made fully aware of this policy.
3. IUPAC should recognize that in addition to the financial support provided by the Union for each project, individuals involved in the project usually derive considerable financial resources from their employers, who may have a legitimate interest in the material emerging from the project. To the maximum extent possible, any potential conflicts should be worked out, including agreement to share copyright and/or royalties, at the inception of the project.
4. IUPAC should strive to maximize dissemination of its published material by cooperating with other entities where appropriate, including agreement to share copyright and/or royalties if required.

Guidelines: We recommend that procedures be established to formalize the consideration of copyright and publication revenues at the inception of a project and to avoid insofar as possible any later misunderstandings or conflicts. As in most IUPAC activities, these should be regarded as guidelines, with reasonable flexibility, rather than firm rules. The following points should be noted:

- o A brief statement of IUPAC's copyright policy should accompany each Project Initiation Form, and the form should be modified to include a statement that the initiator of the project and/or Commission chairman (a) expect to be able to comply with the policy for IUPAC copyright or (b) believe that special circumstances require a variation from normal policy.
- o If there are reasons for believing at the inception of the project that variation from normal policy is appropriate, a general plan for dealing with copyright, dissemination and royalties should be provided with the Project Initiation Form. This plan should provide as much detail as feasible (such as distribution of royalties), but it should be recognized that often such details may better be worked out with mutual agreement later.
- o If circumstances change during the conduct of a project, IUPAC should be prepared to modify its stance as appropriate.
- o While it may be tempting to ask participants in a project to sign a statement that would simply transfer all rights to IUPAC, we strongly recommend against designing any document that would appear to represent a contract or to raise legal issues in terms of potential conflict with the individual's employment. While we think some clarification of IUPAC's position on copyright issues is warranted, we must avoid at all costs raising any impediments to the initiation and conduct of useful projects.

David R. Lide  
Stephen R. Heller  
Edwin D. Becker

APPENDIX F

SPONSORSHIPS OF SYMPOSIA BY IUPAC APPROVED BY CORRESPONDENCE

SINCE 117TH EXECUTIVE COMMITTEE MEETING

- 8-13 January 1993. 3rd International Symposium on Protein Structure Function. Karachi, Pakistan.
- 19-22 January 1993. International Recycling Congress. Geneva, Switzerland.
- 9-12 May 1993. 3rd International Symposium on Characterization of Porous Solids. Marseille, France.
- 11-13 May 1993. International Environment 93 with Analysis 93. London, UK.
- 24-30 June 1993. 6th International Conference on Multiphoton Processes. Quebec City, Quebec, Canada.
- 27 June-2 July 1993. 18th International Symposium on Macrocyclic Chemistry. Enschede, Netherlands.
- 29 June-4 July 1993. 28th Colloquium Spectroscopicum Internationale. York, UK.
- 1-6 August 1993. 14th International Congress on Heterocyclic Chemistry. Antwerp, Belgium.
- 8-14 August 1993. International Conference on Applications of the Mössbauer Effect. Vancouver, Canada.
- 15-20 August 1993. 10th International Symposium on Organosilicon Chemistry. Poznan, Poland.
- 5-11 September 1993. Euroanalysis 8. Edinburgh, UK.
- 17-22 July 1994. 17th International Carbohydrate Symposium. Ottawa, Canada.
- December 1994. 10th International Conference on Organic Synthesis. Bangalore, India.

OFFICIAL REPRESENTATIVES TO IUPAC-SPONSORED SYMPOSIA APPROVED

BY CORRESPONDENCE SINCE 117th EXECUTIVE COMMITTEE MEETING

8-10 July 1992. 5th International Symposium on Solubility Phenomena.  
Moscow, Russia.

Prof. V. A. KOPTYUG

16-21 August 1992. 9th International Biotechnology Symposium. Crystal City,  
Virginia, USA.

Dr. K. K. KOLBL

31 August-4 September 1992. 13th International Conference on Raman Spectroscopy.  
Würzburg, FRG.

Prof. J. R. DURIG

7-11 September 1992. 5th International Conference on Nickel Biochemistry,  
Toxicology and Ecologic Issues. Sudbury, Ontario, Canada.

Prof. A. B. P. LEVER

7-11 September 1992. 9th European Symposium on Structure-Activity Relationships.  
Strasbourg, France.

Prof. J. G. TOPLISS

14-17 September 1992. International Conference on Organic Substances in Soil and  
Water. Lancaster, UK.

LETTER OF GREETINGS

20-26 September 1992. SAC 92: International Conference on Analytical Chemistry.  
Reading, UK.

Prof. G. den BOEF

29 September-2 October. 10th European Symposium on Polymer Spectroscopy. St.  
Petersburg, Russia.

LETTER OF GREETINGS

5-12 November 1992. 8th International Symposium on Mycotoxins and Phycotoxins.  
México City, México.

Dr. P. S. STEYN

17-21 December 1992. 12th International Conference on Chemical Education.  
Bangkok, Thailand.

Prof. K. V. SANÉ