Subcommittee on Polymer Terminology
IUPAC Polymer Division (IV)

Minutes of the virtual meeting held from Monday 29th of June to Thursday 2nd of July 2020

Present
Prof. Volker Abetz (VA, Germany) Dr. Rameshwar Adhikari (RA, Nepal) Prof. Blair Brettmann (BB, USA) Prof. Patricia Targon Campana (PTC, Brasil, Observer) Prof. Melissa Chan (MC, Malaysia) Mr. Jiazhong Chen (JC, USA) Prof. Wesley S. Farrell (WF, USA) Prof. Chris Fellows (CF, Australia) Dr. Francesca Giuntini (FG, UK) Prof. Monika Gosecka (MG, CZ, Observer) Prof. Carlos F. O. Graeff (CG, Brazil) Dr. Daniebelle Haase (DH, USA) Prof. Jiasong He (JH, China/Beijing) Prof. Michael Hess (MH, Germany) Dr. Roger C. Hiorns (RCH, France - Chair) Prof. Lena Horne (LH, Canada) Prof. Wenbing Hu (WH, China/Beijing) Prof. Richard “Dick” Jones (RGJ, UK) Dr. Daniel Keddie (DK, UK) Prof. LaShanda Korley (LK, USA) Prof. Christine Luscombe (CKL, USA) Dr. Mario Malinconico (MM, Italy)

Apologies were received from Prof. J.-L. Gardette (JLG, France) and Prof. Michel Vert (MV, France).

Appendices
Appendix 1: Meeting Agenda
Appendix 2: Rules of the Subcommittee on Polymer Terminology
Appendix 3: List of Projects and Publications
Appendix 4: SPT’s Submission Process – a Step-by-Step Guide
Appendix 5: Timetable of Task Group Discussions
Appendix 6: Current Projects and Task Group Members
Appendix 7: Contact Addresses of Members of SPT
1. OPENING SESSION (29.07. From 14:00 CET)

1.0 Welcome and apologies

RCH welcomed Members and Observers to the Subcommittee on Polymer Terminology (SPT) meeting. He introduced the new Secretaries, $PT$ and $JBM$. He warmly thanked $PDT$ for his many years excellent service to SPT, and wished him well in his new position as Secretary to the Division. A tour of table introductions was made.

1.1 Approval of Minutes from the Paris SPT meeting of 2019 (14:31 CET)

The minutes were approved. **ACTION:** $JBM$ to send approved minutes to Fabienne to upload to the IUPAC website.

1.2 Matters arising from the 2019 Minutes

There were no outstanding matters arising from the previous minutes.

1.3 Publications since the last SPT Meeting (Paris 2019)

We had four publications: One from Alain Fradet (Dendritic). One from Stan Slomkoski (Keywords). Michel Vert (Lactic). Phil Hodge (Web-Guide) detailed in Appendix 3.

All present congratulated the Task Group Leaders for the hard work that they had done in bringing these projects to fruition.

**GTR:** Shall we have a publication repository? This will help to refer to it. **RCH** mentioned that $PTC$ has come up with a project called UNITED to make our publications more visible, and that the publications themselves are listed on the IUPAC webpage of SPT. This page brings all publications together:

https://iupac.org/who-we-are/divisions/stp-source-doc/

**ACTION:** $JBM$ and $PT$ will update the list with four recent papers on the webpage (last update march 2019).

**ACTION:** $CdS$ will update to make it more visible on the IUPAC page.
1.4 Chairperson’s communication

RCH explained that the objectives of the week were to run projects as best as we could under the circumstances. Evidently, communication by video was not as effective as in-person meetings dealing with complex semantics and technical points. The message to Task Group Leaders for the week was to set deadlines and milestones for the coming year so that projects could be advanced throughout the year.

RCH clearly stated that we have a continual obligation to ensure diversity in our ranks. In IUPAC, when RCH joined in 2010, there was clearly a majority of older white members. This has changed greatly, SPT having had 32 all-male members in 2010 to 44 members in 2019, of which seven were women. There remains much to do. We should have greater ethnic diversity and more women. Change will always happen slowly in SPT, as membership is extended to all active members without limit, and we should acknowledge and use the experience from our respected older members. But this does not mean that we should not increase our diversity, especially in the world’s highest forum which creates language, and words that should resonate with all members of all our communities.

RCH announced his retirement from the chair, having served in administrative posts in SPT for ten years. He felt that it was now time for a natural change to further strengthen the actions of SPT for the coming years.

JBM referred to the election process. He previously asked for nominations by email a few weeks before this meeting. There were several nominations. Of the nominees, only PT was willing to run. He thanked everyone for participating in this important process. He encouraged SPT members to chat with PT during the week about his vision for SPT. JBM noted that the vote for the new chair would be conducted in our closing meeting. The new chair will then take over starting in January 2021.

On Prof. Karl-Heinz Hellwich, RCH reported on his continual if slow recovery from ill health. SPT expressed their heart-felt thoughts to him and Renata his wife.

Prof. Giuseppe Allegra passed away on November 7th 2019. GR, on behalf of SVM, gave a few words recalling the great scientist and complete gentleman. We observed a moment of silence for Giuseppe.
1.5 Project Statuses and Objectives at the start of the week

2019-041-3-400 (SEQs): PT stated that the goal this week was to lay out the structure of the project.

2016-050-3-400 (µstructure): NS stated that the goal this week was to define terminology for microstructure of polymers (solid state).

2009-047-1-400 (Stereochem): GM noted that this project is pretty much complete. It is past public review, and work on re-submission is underway before publication; no meeting scheduled this week.

2019-036-1-800 (STARS-2): JC stated that this is the first project meeting. The goal this week is to lay out the framework and structure of the document. It may be similar in structure to the STAR document, which was submitted for public review with requests for minor revisions.

2012-001-1-400 (nano-litho): RGJ stated that this project focuses on aspects of the application of polymers in nanotechnology and in particular to high resolution sub-micron lithography, i.e., mostly focuses on lithography. Hence, it was split into two projects, with the new NANO-NANO project being created. The document from NANO-LITHO is currently at ICTNS with requests for revisions. Now it was in public review with returns from an ACS member.

2011-035-1-800 (TINCOPS): RGJ noted that this is a collaborative project with the Inorganic Division to update an old project. Most polymer parts have been updated and the project is in the hands of the inorganic division. Content is coordination polymers and inorganic polymers. There is no project meeting for this project this week.

2006-028-1-400 (Field): JV stated that work has finished and it has been submitted for publication.

2019-043-1-400 (Golden): CdS stated that this project has just been approved during the current pandemic. The goal this week is to set up actions and tasks. This project will update and include all terms and definitions of polymers in IUPAC Gold Book.

2015-014-1-400 (SEMIs): MGW stated that he received feedback from SPT members on this project. The goal this week is to update on terms and definitions, and then talk about the brief guide for this area.
Subcommittee on Polymer Terminology
IUPAC Polymer Division (IV)

2019-027-1-400 (OVER): JBM noted that the goal of this project is to reconsider the basic classification of polymerization term “step-growth” and “chain-growth”. This week’s goal is to work on the “dilemma paper” to be published in Polym. Chem. The goal of the next meeting will be to develop new recommendations.

2015-013-1-400 (POLY): CKL stated that the goal of this project is to have a finalized, hyperlinked draft by the end of the week of the Brief Guide to Polymerizations.

2010-007-1-400 (Chain): GM stated that this document is more or less complete after Paris. The plan is to approve the document within the task group this week to move it forward.

**ACTION**: GM to circulate the document to all SPT members.

(NANO-NANO): MHY stated that the aim was to update the project submission form to finalize it for submission.

2015-050-1-400 (Ultimate): RA stated that the plan is by the end of week is to have a semi-final draft.

2019-010-2-400 (Aggregates): TN stated that the goal this week is to collate references and assign tasks to group members with the aim to finish a draft by the end of 2020.

2014-014-1-400 (ModSim): SVM stated that the goal for this week is to conclude this project.

2012-048-3-400 (Brief): RCH stated that the goal this week is to finalize a draft of this Brief Guide to Polymer Terminology, complete with hyperlinks.

2015-049-1-400 (CHAR): The team will work on building a first draft.

1.6 Timetable for the Virtual meeting

JBM gave an update on the schedule for virtual meetings during the week (Appendix 5), including a reminder to attend wrap-up reporting meetings every day at 12:30 CET. He also asked everyone to stay on time for every project, as we cannot have parallel Zoom meetings.
Subcommittee on Polymer Terminology
IUPAC Polymer Division (IV)

1.7 Social Events and house-keeping, JBM

JBM noted that there will be a social event after the wrap up meeting on Thursday and everyone is welcome to attend.

Presentation by Prof. Jiasong He (China) via Zoom (15:30 CET)

“Polymer Terminology and Nomenclature in China & Research on Commercial Polymers in IUPAC”

1.8 SPT project reports

2019-027-1-400 OVER (JBM): The main output from this project will be a short recommendation document to talk about classification of “step-growth” and “chain-growth” polymerization. However, it will start with a “dilemma paper” to be published in Polymer Chemistry to discuss history and text book usages and problems arising therefrom. An early, incomplete draft of the dilemma paper is now ready. Some sections will be finished soon, and actions for individual task group members are set. We will set up an IUPAC email address to receive feedback from the community once the dilemma paper is out. Idea is to publish the dilemma paper in Polymer Chemistry by the end of 2020. Next Zoom meeting is for September 10th 2020. Afterwards, the focus of the task group will turn to the actual recommendations document.

2019-043-1-400 Golden (CdS): The project plan was outlined and discussed in the Working Party. Terms on the gold book were to be divided into five types: Group A - terms that can stay as they are because their definition is up to date; Group B – terms whose definition has been superseded; Group C – terms that need to be revised according to Division IV protocols; Group D – obsolete terms (to be removed); Group E – terms in common with other divisions but not allocated to Division IV. A Google Doc was to be set up and Prof Chalk, who has direct access to the Gold Book would then edit terms as indicated by the group. It was agreed that even minor definitions variations should be updated, and that the Purple Book would be used, or papers that were published after it. Actions include setting up a WhatsApp group, allocate the terms to each member to deal with. This would be done before the end of the year by CdS.

NANO-NANO (MHY): RGJ, CG, GR and SVM revised the project submission form. It is nearly complete, except for a final confirmation of one task group member. Submission is planned for within the next few weeks. Another meeting is planned for September and then in Jeju in 2021.
CHAR is a brief guide to polymer characterization, which is concise and easy to read for students and researchers. It consists of two parts: Structural part & behavioral part (on what you can do with the material). JH gave everyone tasks, which PDT will circulate. Another Zoom meeting is planned for September. The goal is to have a first draft ready by the end of 2020 for circulation within the task group.

AS asked if Supplementary Information is possible to include in brief guides. The answer is no, but hyperlinks within the document are encouraged to handle this.

An agreement was reached on the section and chapter sequence. Further, team members were assigned to check existing definitions in previous documents. The title of the document may need to be changed because a document covering basic terminology in this area already exists. It may need to be cut down as well as to include terms that the task group recognized are missing. Next meeting will take place on September 11th by Zoom to discuss these open matters, allowing for a final version of the document soon thereafter.

There are two ongoing Wikipedia projects: WIKI1 is led by MH to insert IUPAC boxes in Wikipedia. There is an ongoing issue with copyright that was not described in detail, but there is not much we can do about it for now.

Another Wikipedia-related project is editing polymer-related articles on Wikipedia. Good progress has been made. During the year the task group edited several articles. Now the task group is updating and improving the big article on the term “polymer”. This will be complete by the end of August. Future plans: In July a new edition of the Wikipedia editing course will take place in Milan, with the possibility to attend remotely. => ACTION: PT will circulate the link. PT suggested making a Wikipedia entry for the IUPAC Polymer Division. There was some discussion on how to keep this project going, with the goal of spreading the knowledge of how to edit Wikipedia articles.

=> ACTION: Task group leaders should include a Wikipedia component in their projects when they update or create new terms after publication of a PAC document.

The task group discussed the last remaining issues of the document. Last minor changes will be made by GM, with final editing by CF. The goal is to submit to SPT within 2 weeks’ time. SPT will be allowed one month to review the document before RCH as SPT chair will recommend to CKL as PD president that GM as TGL is allowed to submit it to PAC.
Subcommittee on Polymer Terminology
IUPAC Polymer Division (IV)

2017-039-2-800 GRAPHIC (PT): This project was led by KHH, and task group members are trying to pick up the pieces as best they can. PT is now the leader, with AY as the bridge to DIV VIII. This week they made a list of problematic items in graphical representation of polymers; they will next trim this down to a list of goal items to clarify. Older documents on this topic (e.g., in the Purple Book) have many open questions. For example, square brackets will remain the standard, but additional questions surrounding brackets remain. By September work will be divided among task group members.

2015-050-1-400 ULTIMATE (RA): The task group worked on the table of contents. Now all terms are organized and ready to be finally edited. Finalizing and submission is expected for December 2020 to close the project.

2018-033-1-400 ADDIPLAST (Mario): The task group had a productive meeting with 5 out of 7 TGMs attending. A full index of terms has now been approved by the group, and tasks were assigned to TGMs. The first section of additives appearing on the market has been summarized. A follow-up meeting is considered for October 2020.

2014-014-1-400 ModSim (SVM): The attendance to the TG meeting was high (6 out 8 TG members), despite the short notice by which it was announced by the TG leader (the day before). Substantial progress was made in identifying and regrouping the remaining terms to be defined, and confirming removal of some unnecessary items from the document. An updated version of the document (12.1) was prepared. It was agreed that a new meeting will be held shortly (probably in the 3rd week of July) and a Doodle is being sent out to the TG members, along with the updated version of the document. All TGMs agreed that it is very important to keep the newly acquired momentum. The following time frame appears to be viable: (1) Finishing a complete draft in the next 4 months, and a clean formatted version by the end of the year. (2) Circulation and improvement of the draft by the TGMs and in SPT until June 2021. (3) Submission to ICTNS by July 2021.

2015-014-1-400 Semis (PDT on behalf of MGW): The task group went through the document and sorted terms and divided them into sections. Each TGM has been assigned 10 definitions to be written by September. Next meeting is planned in September, to be scheduled by a Doodle sent by MGW.

2019-041-3-400 SEQ (PT): The task group (10 participants) met and discussed questions on organizing the project, identified challenges, and noted problems. The idea of a “dilemma” paper was dropped, because the community of experts is rather small, hence it would have a limited impact. Actions to be worked on before
Subcommittee on Polymer Terminology
IUPAC Polymer Division (IV)

September include: (1) Lay out examples of SEQ-polymers from the literature. (2) Identify terms to be defined. A follow-up Zoom meeting will be scheduled in September. The task group also identified one potential new project idea in regard to dispersity and molar mass distribution.

2019-036-1-800 STARS2 (JC): This was the first meeting for this project. The task group members discussed the structure of the planned document dubbed “Stars 2”. It will be cleaner and shorter than STARS1, consisting of three sections. (1) Definition; (2) Summary of existing polymer nomenclature rules for structure based representation; (3) New nomenclature recommendations for linear, brush and star type polymers containing different types of CRUs. The goal is to finish a first draft of the document by the end of 2020, relying on exchange by email throughout the year.

2019-010-2-400 Aggregates (TN): This project targets a document that collects terms to describe the shapes of polymer aggregates. The group agreed to focus on aggregate shapes regardless of the type of internal interactions or the structures of the components of the aggregates. The group now has 55 terms in hand and hopes to be finished with preliminary definitions and collecting literature and graphic information by the end of 2020. The task group also agreed to try to find basic elements of shapes such as rod/sphere that could be used in nomenclature.

2019-043-1-400 GOLDEN (DK on behalf CdS): The task group identified 644 terms that belong to the PD. The group will divide those among the TGMs. CDS will contact Dr. Chalk to verify the format of submission.

2015-013-1-400 POLY (CKL): This project is nearing the finishing line. The task group used their meeting time to introduce hyperlinks. They will meet again in a month to wrap up the document. Reference to the CHAIN document is necessary, so submission of the Brief Guide will be completed once CHAIN has been submitted.

2012-048-3-400 B-Terms (RCH): The project, now in the last straight run towards delivery of the final document, was slowed by the incredible amount of hyperlink data that needed to be entered and checked in the document. Rather than discuss fine points in the text, it was agreed that members of the team would each work on a section inserting hyperlinks from the Gold Book, Purple book, and source documents. The team managed to deal with each section and emailed their sections to the TGL. RCH will then stitch these contributions all together, check them, homogenise them for style, and then send the document out by end September, for a final check prior to submission to SPT in a virtual meeting to be scheduled for October 2020.
RCH noted that this SPT meeting had worked better than expected, albeit with the difficulties of missed meetings and hampered communications due to dropped links and members’ local obligations normally removed when travelling. He thanked all members for their exceptional contribution to make this work as successfully and productive as it was.

1.9 Future projects studies

Biobased Emulsion polymers (Haase) The scope of this proposed project covers oleic acid-derived monomers, for example, as well as acrylate mimics and corresponding copolymers, all from an industrial and academic viewpoint. The market for these materials is growing quickly, but no central resource describing terminology, structure, and raw materials for these polymers exists. A document defining these terms would provide everyone the same common background to work from. CKL noted that there was an Emulsion recommendations paper from 10-15 years ago that should be consulted. She thinks adding in someone from the Committee on Chemistry and Industry (COCI) would be good, as well as someone from the Interdivisional Committee on Green Chemistry. Team members: PT suggested that JLG and MM would be good to have on this project. MG, FG, PDT, and MGW are all interested in joining. NS, CKL, BB, and TN would like to be observers in this project. DH and RCH will work on a project application form soon. SPT approved this project to go forward for application.

Nano-Nano (Yoon): The goal for this proposed project is to provide recommendations for terminology of nanomaterials and nanotechnologies in polymer science. It originates from the former project aspects of the application of polymers in nanotechnology and in particular to high resolution sub-micron lithography (Project No.: 2012-001-1-400 led by RGJ and CO). Interdivisional Subcommittee on Materials Chemistry (ISMC) shall be included. NS suggested updating the reviewers. NS, LSV, and PTC would like to join the project. It was noted that it would be good to include someone from industry as well. ACTION => NS will search to find potential industrial scientists willing to contribute to this project. SPT approved this project and gave its support to go forward for submission.

SUPRA (Gosecka): The goal of this proposed project is to produce a recommendations document focusing on nomenclature and terminology in supramolecular polymer science. It will include, for example, supramolecular
monomers, polymers, and polymer networks. Molecular recognition, self-sorting, and networks that are responsive to specific stimuli are also focus areas. NS, BB, LSV, FG, and OP asked to join this project. The goal is to have an application form submitted in the next few months. SPT approved this project.

UNITED (Targon Campana): There is a problem that the work of SPT is not reaching the people who need to see it. For example, SPT and its publications do not even appear in common searches, e.g., Google, for polymer terminology. The goal of this project is to give a united series of communications through multiple social platforms (Twitter, LinkedIn, Facebook, youtube etc.) in addition to making videos that highlighting efforts that come out of SPT. Similar goal to increase the SPT presence in various social media platforms. Native languages of SPT members will be used in the videos with English subtitles. There was lots of discussion about this project, including many questions on how exactly this would work. MC, LSV, RCH, GR, CdS, PDT, and NS asked to join this project. YM, CKL, and FG would like to join as observers. SPT approved this project to go forward with a revision of how the project would be carried out. The goal was thus to prepare an application form carrying full details of the project for submission in the coming months.

1.10 Project Extensions
SVM’s ModSim project will be extended, as discussed beforehand by email.

1.11 Group participations

RCH appointed the new members by reason of their excellent, diligent participation in SPT: MG, LSV, BB, and DH. SPT congratulated them and looks forward to working with them. Special Invited Observers for 2021 are: PTC, LK, YM, and WF. SPT will provide invite letters to them for the meetings in 2021.

2.0 Any other business
Election of new chair: PT was elected as the new Chair of SPT after a short discussion. He will take over on Dec. 31, 2020. PT accepted the new position, acknowledged the trust placed in him, and thanked RCH for his years of committed service to SPT.

CO thanked RCH for his role as SPT chair for these past several years, noting that RCH did a great job to recruit new SPT members.
2.1 Meetings in 2021: Jeju Island, Korea, and Montreal Canada

There will be two meetings in 2021, the rescheduled MACRO2020 meeting (now called MACRO2020+), and the previously scheduled 2021 World Chemistry Congress.

2020+ MACRO meeting: Jeju Island, Korea:
- MACRO Meeting runs May 16-20, 2021 (but 16th is just educational workshop)
- SPT meetings: Arrive May 14, meetings May 15-16, 2021

2021 Meeting in Montreal, Canada:
- World Polymer Congress is August 13-20, 2021
- For SPT, 16th to 19th of August;
- Polymer Division 14th and 15th of August

*MHY* noted that he has asked for support for meeting rooms for SPT meetings at MACRO2020+ to the organizers, and that they will support this if the meeting is face-to-face, which SPT very much appreciates.

*JBM* mentioned that priority for 2021 is the Montreal meeting because PD will only meet in Montreal in 2021, and many SPT members are also PD members.

Marloes mentioned a special issue in PAC in recognition of 100 years of polymers in 2020. Invitations will come soon via email from *JBM*.

**ACTION =>** *JBM* will send out info and guidelines on this special issue.

*RCH* mentioned the upcoming social event organized by *JBM*.

*RCH* closed the meeting.
### Meeting Agenda

#### Virtual Meeting

**Monday 29th of June to Thursday 2nd of July 2020**

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<td>Approval of Minutes from the Paris SPT meeting of 2019 (see <a href="https://iupac.org/wp-content/uploads/2019/10/Pre-approved-Minutes-SPT-Paris-2019.pdf">https://iupac.org/wp-content/uploads/2019/10/Pre-approved-Minutes-SPT-Paris-2019.pdf</a>)</td>
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<td>Matters arising from the 2019 Minutes</td>
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<td>Publications since Paris (Appendix 2)</td>
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<td>Chairperson’s communication</td>
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<td>Objectives for this meeting</td>
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<td>Current project statuses and future projects</td>
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<td>Project Statuses and Objectives</td>
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<td>Timetable for the Virtual meeting (see Appendix 5)</td>
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<td>1.7</td>
<td>Social Events and house-keeping <em>(JBM)</em></td>
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**Invited lecture**

Prof. Jiasong He, “Father of the house”

‘Polymer terminology and nomenclature in China and the activities of the Subcommittee on Structure and Properties of Commercial Polymers’

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**Break for tea, coffee and home-made cakes**

Projects
Reports to SPT
Housekeeping

**Close**

For Tuesday, Wednesday, and early Thursday please see Appendix 5

### THURSDAY

#### SPT Business

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<td>Future projects studies (see Appendix 2)</td>
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<td>1.9</td>
<td>Project extensions</td>
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<td>1.10</td>
<td>Group participations (see Appendix 6)</td>
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<td>2.0</td>
<td>Any other business</td>
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|                 | 2.1    | 2020+ Meeting: Jeju Island, Republic of Korea, 15th to 16th of May 2021
2021 Meetings: For SPT, 16th to 19th of August; for the Polymer Division 14th and 15th of August |

**Housekeeping *(JBM)***

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*JBM, PT & RCH, 4th June, 2020.*
Appendix 2: Rules of the Subcommittee on Polymer Terminology

1. The membership of the Subcommittee shall be decided by its Official Members and approved by the Polymer Division Committee. The Official Members are nominally those listed within the IUPAC Division IV webpages, but the official membership may be changed at any time with the agreement of the current Official Members.

2. Besides the Official Members, there are Consultants (former members who are still active), Correspondents (persons with only a loose connection with the Subcommittee), and Observers (persons who are invited by the Chairperson of the Subcommittee and approved by the Official Members of the Subcommittee).

3. No person shall be an Observer for more than two years but in the light of evidence of their contribution to the work of the Subcommittee they shall thereafter be invited to be Official Members.

4. The Subcommittee will usually meet annually (normally associated with an IUPAC General Assembly or a World Polymer Congress). Any Official Member who fails to attend two consecutive meetings of the Subcommittee and fails to make substantial written contributions to the work of the Subcommittee over the same period of time shall have their membership withdrawn.

5. No person shall remain an Official Member, Consultant or Correspondent of the Subcommittee who in the collective judgement of the Chairman, the Secretary, the Polymer Division President and Division Secretary have abused their membership and thereby their association with the Polymer Division.

6. The list of the Consultants, Correspondents and Observers will be reviewed annually by the Official Members. In addition, names can be added or removed at any time with the Subcommittee Chairperson’s approval.

7. Initiatives for polymer terminology and nomenclature projects or feasibility studies may be placed before the Subcommittee by any interested party. New projects should normally be launched as feasibility studies approved by the Subcommittee. The acceptance of a project or a feasibility study will normally be decided upon by the approval of the majority of the Official Members present at the meeting where it is proposed and will be subject to the Subcommittee Chairperson’s approval.

8. Although in principle anybody can submit a project proposal directly to the IUPAC Secretariat, the agreed procedure for members of the Subcommittee is that a Project Submission Form is completed by the Task Group Leader of the proposed project and sent to the Subcommittee Chairperson who submits the form.

9. The names of the Task Group Leaders for official IUPAC recommendations and other projects are subject to the approval of the Subcommittee Chairperson and at least one Task Group Leader shall be an Official Member of the Subcommittee.

10. Provided they have relevant expertise, Membership of the task groups for official IUPAC recommendations and other projects is open to all Official Members, Consultants, Correspondents and Observers, subject to the approval of the Subcommittee Chairperson and the Task Group Leader.
Any member of a task group is free to propose additional, external members who could start as Observers or Correspondents with the approval of the Subcommittee Chairperson. No Task Group Member should over commit through membership of too many Task Groups.

11. The budgets for individual projects will be made available by the Task Group Leaders for the use of the Subcommittee Chairperson to help attendance at the annual meetings of the Subcommittee.

12. The use of project budgets by Task Group Leaders for Task Group Meetings on individual projects shall be with the agreement of the Subcommittee Chairperson.

13. Task Group Leaders shall report progress to the annual meetings of the Subcommittee either in person or by asking another to represent them. It is expected that there should be clear evidence that they are driving their project(s) towards completion.

14. The authorship of a document prepared by a task group approved by the Subcommittee is decided by the Subcommittee Chairperson in consultation with the Task Group Leader(s). Membership of a task group does not automatically mean authorship. Authors will normally be listed with the Task Group Leader(s) preceding the other authors and with Task Group Leader(s) and other authors being listed, respectively, in English alphabetical order. In the case of a dispute, the matter will be decided by a majority vote of the official subcommittee members present at the meeting at which the authorship is being decided.

15. Each official IUPAC recommendation prepared by the Subcommittee shall list the Official Members of the Subcommittee during the period of its preparation, as well as those consultants, correspondents and observers who, in the opinion of the Task Group Leader(s) and the Subcommittee Chairman, contributed significantly to the document. In the case of a dispute, the matter will be decided by a majority vote of the Official Members present at the meeting at which the names to be listed are being decided.

If the period of preparation of an official IUPAC recommendation started before 2002, when Commission IV.1 was in existence, the recommendation shall also list the Titular Members of the Commission during that period and list the Associate Members and others who, in the opinion of the Task Group Leader(s) and the Subcommittee Chairman, contributed significantly to the recommendation.

16. The publication of translations of official IUPAC recommendations by members of the Subcommittee have to be brought to the attention of the Chairperson and the Secretary of the Subcommittee and the IUPAC Secretariat (presently Fabienne Meyers). The translation should be identified as such and the original IUPAC cover page should precede the translation.

17. The Chair will be elected by Official Members to take up his/her position in the January of the following year. Any Official Member may become Chair through this process following nomination by at least one Official Member. The Chair appoints the Secretary.
Appendix 3: List of Projects and Publications

1. The following translated documents have been published since our meeting in Paris: Please inform the Secretary of translations that you might be aware of that have occurred during the last year.

2. The following projects delivered the following publications or have been accepted for publication:

3. The following projects are currently in public review:
   - 2014-034-2-400 (CAR) Nomenclature for polymeric carriers bearing chemical entities with specific activities and names – Vert
   - 2013-031-3-800 (STAR) Structure-based nomenclature for regular linear star, comb and brush polymers* - Chen
   - 2012-001-1-400 (NANO-LITHO) Terminology of nanomaterials and nanotechnology in polymer science, Ober & Jones through the document, Terminology of Polymers in Advanced Lithography
   - 2009-047-1-400 (STEREOCHEM) Definitions and notations relating to stereochemical aspects in polymer science – Hellwich & Moad
   - 2006-028-1-400 (FIELD) Terminology for conducting, electro-active and field-responsive polymers – Vohlidal

4. The following projects have recently been accorded funding or extension or both:
   - 2019-043-1-400 (GOLDEN) Gold Book Updates for Polymers - dos Santos
   - 2019-041-3-400 (SEQ) Nomenclature of Sequence-Controlled Polymers – Théato
   - 2019-036-1-800 (STARS2) Structure-based nomenclature for irregular linear, star, comb and brush polymers with different types of constitutional repeating units (CRU) – Chen
5. The following projects are working:

- **2018-033-1-400** (ADDIPLAST) Additives intended to promote the degradation of polyolefin-based thermoplastic materials – Malinconico
- **2016-050-3-400** (µSTRUCTURE) Definition of Terms Pertaining to Polymers in the Solid State: Molecular Arrangement from the Nano- to the Micrometer Scale – Stingelin
- **2017-039-2-800** (GRAPHIC) Graphical Representation of Polymer Structures – Hellwich and Yerin
- **2015-050-1-400** (ULTIMATE) Definition of Terms Relating to the Ultimate Mechanical Properties of Polymers – Adhikari
- **2015-049-1-400** (CHAR) Brief Guide to the Characterisation of Polymers – Topham
- **2015-032-2-400** (WIKI) Synchronizing Wikipedia: Polymer Definitions and Terminology – Hess
- **2015-014-1-400** (SEMIS) Guide (and Brief Guide) to Polymer Semiconductors – Walter
- **2015-013-1-400** (POLY) Brief Chain: Brief Guide to Polymerization Terminology - Luscombe
- **2014-014-1-400** (MODSIM) Terminology for Modeling and Simulation of Polymers – Meille
- **2013-049-1-400** (SEPARATION) Terminology on the separation of macromolecules - Hess
- **2010-007-1-400** (CHAIN) Terminology for chain polymerization – Luscombe & Moad

6. The following projects are expected to be sent to public review in the next few months:

- **2012-048-3-400** (B-TERMS) A brief guide to polymer terminology – Hiorns & Vohlídal

7. Projects submitted or close to submission to IUPAC for funding:

- **2020-XXX-X** (ELECTRO) Electronic Formulae – Yerin
- **2020-XXX-X** (Nano-Nano) Yoon & Jones
- **2020-XXX-X** Revision of the Brief Guide to Polymer Nomenclature - Hiorns, Boucher, Chen, Duhlev, Fradet, Hellwich, Jones, Nakano, Vert
- **2020-XXX-X** (DE) Degradation of polymers – Gardette

8. Feasibility Studies:

- http of PB2 Moad, Hiorns, Jones, Luscombe
- Terminology of renewable and recycled polymers Vairon, Adhikari, dos Santos, Fradet, Hess, Walter, Vert
- Development of a multilingual glossary of polymer terminology with new languages (Project Committee) dos Santos
- Adhesion Vairon
- Terminology for constitutionally-dynamic polymers Vohlídal, Philippova, Topham

* Division VIII project pursued under the auspices of SPT.
Glossary of Terms for Space and Extreme Environments  
Walter

Polymers for bioelectronics  
Walter, Meille

Polymers for 3D printing  
Walter, He, Luscombe, Moad, Ober

Ionic liquids/polymer inorganic devices  
Ober, Luscombe, Meille, Moad

Mediatized terms  
dos Santos,

Modified extended short hand names  
Vert, Hellwich, Moad

Polymers of Relevance to Human Health¹  
Stingelin, CG, Vladimir Gubala, Linda Johnston, GM, Michael Schwenk, Topham, Vert

Terminology of Polymer Biodegradation and Toxicology in Polymers²  
Gubala, Giuntini, Harald Krug, Peeters, Stingelin, Vert

¹ In consultation with DIV VII
² To come from DIV VII
Appendix 4: SPT’s Submission Process to Publication – a Step-by-Step Guide

Step 1.
The Task Group Leader (TGL) obtains approval from all her/his team Members to publish.

Step 2.
The TGL e-mails both the Chair of SPT, requesting permission to go-ahead for further steps, and the Secretary, requesting the latest list of the e-mail addresses of SPT Members.

The following Steps 3-5 are performed in parallel.

Step 3.
The TGL sends the document to all members of SPT for their constructive criticisms with a deadline of one month. This deadline can be reasonably extended when there are holidays. Should there be remarks and criticisms from the Members, the TGL should deal with them, with the SPT chair in copy, so that a satisfactory resolution is found. In the unlikely case that a disagreement cannot be resolved by the TGL, then the Chair will support the TGL to find a smooth resolution to the satisfaction of all parties. If within 30 days there has been no return of comments, the TGL can go to step 6.

Step 4.
The President of DIV IV, acting on advice from the TGL and the Chair of SPT, decides whether or not to send the manuscript to Division Members and other DIV IV Subcommittees. If the decision is yes, then the Division Secretary sends the TGL the latest, relevant e-mails lists. The process is then dealt with as in step 3, with the TGL keeping the DIV IV President and the SPT Chair in copy, and using their support as necessary.

Step 5 – for projects that are denoted -800 or have some impact on nomenclature.
The TGL sends a copy of the document to the President of Division VIII who distributes it to her/his members for their constructive criticisms. The process and deadline is the same as in step 3, except that the President of Division VIII collects the comments on behalf of the TGL. Additional exchanges will be directly between the TGL and the concerned Members, with the Div. VIII President and SPT Chair in copy.

Step 6.
The TGL e-mails the Chair and Secretary of SPT that the process has been completed to the satisfaction of all parties. The TGL sends a copy of the final manuscript and the names of fifteen external reviewers with this mail.

Step 7.
The Chair of SPT sends the manuscript and the list of referees to Fabienne giving instructions to submit the manuscript to ICTNS and Public review via Manuscript Central once she has clearance to do so from the Presidents of DIV IV and DIV VIII, who are copied into this e-mail. It can be taken as read by the Presidents that this mail gives them an explicit recommendation to go ahead and permit submission. The submission will be made in the name of the TGL.

Note: there have been problems with Manuscript Central caused by it being unable to follow two processes – that of submission to ICTNS and submission to public review. This can mean, for example, that automated e-mails demanding a resubmission are generated before resubmission should be allowed. Please be aware of this; if any automatic mails are generated, the TGL should contact Fabienne and check that both ICTNS and public reviews have been completed.
## APPENDIX 5

### PRELIMINARY SPT and SPEd SCHEDULE – Virtual

<table>
<thead>
<tr>
<th>Time</th>
<th>Mon. 29th</th>
<th>Tues. 30th</th>
<th>Wed. 1st</th>
<th>Thur. 2nd July</th>
</tr>
</thead>
<tbody>
<tr>
<td>09:00 – 10:30</td>
<td><strong>Aggregates</strong> – Nakano, Abetz, Chen, dos Santos, Giuntini, Hiorns, Matson, Stingelin, Topham</td>
<td><strong>Nano</strong> – Yoon, Jones, Graeff, Luscombe, Ober, Raos</td>
<td><strong>Chain</strong> – Moad, Fellows, Hodge, Jones, Luscombe, Matson, Nakano, Penczek, Russell, Topham, Vairon</td>
<td><strong>SEQs</strong> – Théato, Abetz, Arico, Moad, Vohilidal</td>
</tr>
<tr>
<td>10:30-10:50</td>
<td>(16:00-17:30)</td>
<td>Very strong coffee and home-made biscuits</td>
<td><strong>ADDIPLAST</strong> – Malinconico, Chan, Gardette, Giuntini, Hess, Merna, Peeters</td>
<td><strong>MODSIM</strong> – Gardette, Hellwich, Nakano, Théato, Vohilidal</td>
</tr>
<tr>
<td>10:50-12:30</td>
<td><strong>CHAR</strong> – Topham, Hess, Chang, He, Saiter, Simon, Schoenherr, Vohilidal, Rose</td>
<td><strong>Reports to SPT</strong></td>
<td><strong>Ultimate</strong> – Adhikari, He, Hess, Henning, Lach, Topham</td>
<td><strong>Separation</strong> – Hess, Chang, Kralochvili, Moad</td>
</tr>
<tr>
<td>12:00-12:45</td>
<td>(17:50-19:30)</td>
<td><em><strong>Meal with a view</strong></em></td>
<td><strong>B: Terms</strong></td>
<td><strong>SPT business and reports</strong></td>
</tr>
<tr>
<td>12:45-14:00</td>
<td>(19:30 – 21:00)</td>
<td></td>
<td><strong>K: Terms</strong></td>
<td><strong>SPT business and reports</strong></td>
</tr>
<tr>
<td>14:00-15:30</td>
<td>(21:00 – 22:30)</td>
<td></td>
<td><strong>SPT</strong></td>
<td><strong>SPT business and reports</strong></td>
</tr>
<tr>
<td>15:30-15:50</td>
<td>(22:30 – 22:50)</td>
<td></td>
<td>Invited Lecture Prof. Jiasong He</td>
<td><strong>SPT business and reports</strong></td>
</tr>
<tr>
<td>15:50-17:30</td>
<td>(22:50 – 00:30)</td>
<td></td>
<td><strong>SPEd</strong></td>
<td><strong>SPT business and reports</strong></td>
</tr>
<tr>
<td>17:30-18:30</td>
<td>(00:30 – 01:30)</td>
<td></td>
<td><strong>SPEd</strong></td>
<td><strong>SPT business and reports</strong></td>
</tr>
<tr>
<td>18:30-20:00</td>
<td>(01:30 – 03:00)</td>
<td></td>
<td><strong>SPEd</strong></td>
<td><strong>SPT business and reports</strong></td>
</tr>
</tbody>
</table>

**Color code:** nomenclature, terminology, both; Task Group Leaders – please check if your members need Zoom links.
## Appendix 6  Current Projects and Task Group Members

<table>
<thead>
<tr>
<th>Project code and name</th>
<th>Active TG Members</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PROJECTS SUBMITTED TO ICTNS AND PUBLIC REVIEW</strong></td>
<td></td>
</tr>
<tr>
<td>2014-033-1-400 (CAR) Polymeric Carriers: Nomenclature for polymeric carriers bearing chemical entities with specific activities and names</td>
<td><strong>Vert</strong>, Chen, Hellwich, Hiorns, Jones, Moad, Moss, Yerin</td>
</tr>
<tr>
<td>2013-001-1-800 (STAR) Structure-based nomenclature for regular linear star, comb and brush polymers</td>
<td><strong>Chen</strong>, dos Santos, Fradet, Hellwich, Hiorns, Nakano, Théato, Wilks</td>
</tr>
<tr>
<td>2009-047-1-400 (STEREOCHEM) Definitions and Notations Relating to Stereochemical Aspects in Polymer Science</td>
<td><strong>Hellwich</strong>, <strong>Moad</strong>, Kitayama, Meille, Nakano, Vert</td>
</tr>
<tr>
<td>2006-028-1-400 (FIELD) Electric Field Responsive Polymers</td>
<td><strong>Vohlidal</strong>, Hiorns, Jones, Luscombe, Ober, Stejskal, Stingelin, Walter</td>
</tr>
<tr>
<td><strong>SPT PROJECTS RUNNING</strong></td>
<td></td>
</tr>
<tr>
<td>2019-043-1-400 (GOLDEN) Gold Book Updates for Polymers</td>
<td><strong>dos Santos</strong>, Chalk, Fellows, Giuntini, Haase, Hiorns, Keddie, Moad, Peeters, Philippova</td>
</tr>
<tr>
<td>2019-041-3-400 (SEQ) Nomenclature of Sequence-Controlled Polymers</td>
<td><strong>Théato</strong>, VA, Fabio Arico (DIV VIII), Moad, Vohlidal, Yerin</td>
</tr>
<tr>
<td>2019-027-1-400 (OVER) Basic classification and definitions of polymerization reactions</td>
<td><strong>Matson</strong>, Chan, Farrell, Fellows, Keddie, Luscombe, Merna, Moad, Russell, Théato, Topham</td>
</tr>
<tr>
<td>2019-014-1 (AGGREGATES) Associates and aggregates of polymers</td>
<td><strong>Nakano</strong>, VA, Chen, Santos, Giuntini, Gosecka, Hiorns, Matson, Stingelin, Topham</td>
</tr>
<tr>
<td>2017-039-2-800 (GRAPHIC) Graphical Representation of Polymer Structures</td>
<td><strong>Théato &amp; Yerin</strong>, Hellwich, Chin Han Chan, Chen, Nakano, Topham</td>
</tr>
<tr>
<td>2016-040-1-400 (ADDIPLAST) Additives intended to promote the degradation of polyolefin-based thermoplastic materials - Malinconico</td>
<td><strong>Malinconico</strong>, Briassoulis, Chan, Degli Innocenti, Gardette, Hess, Merna, Peeters</td>
</tr>
<tr>
<td>2016-050-3-400 (µSTRUCTURE) Definition of Terms Pertaining to Polymers in the Solid State: Molecular Arrangement from the nano- to the micrometer Scale</td>
<td>Stingelin, He, Hess, Mielle, Moad, Ober, Raos, Topham</td>
</tr>
<tr>
<td>2015-050-1-400 (ULTIMATE) Definition of Terms Relating to the Ultimate Mechanical Properties of Polymers</td>
<td><strong>Adhikari</strong>, He, Henning, Hess, Lacs, Raos, Stingelin, Topham</td>
</tr>
<tr>
<td>2015-014-1-400 (SEMIS) Polymer Semis: Guide (and Brief Guide) to Polymer Semiconductors</td>
<td><strong>Walter</strong>, Hiorns, Luscombe, Graeff, Meille, Stingelin, Topham, Vargas</td>
</tr>
<tr>
<td>Project Code</td>
<td>Description</td>
</tr>
<tr>
<td>--------------</td>
<td>-------------</td>
</tr>
<tr>
<td>2015-013-1-400</td>
<td>(POLY) Brief Chain: Brief Guide to Polymerization Terminology</td>
</tr>
<tr>
<td>2014-014-1-400</td>
<td>(MODSIM) Terminology for modeling and simulation of polymers</td>
</tr>
<tr>
<td>2013-049-1-400</td>
<td>(SEPARATION) Terminology on the Separation of Macromolecules</td>
</tr>
<tr>
<td>2012-048-2-400</td>
<td>(B-TERMS) A Brief Guide to Polymer Terminology</td>
</tr>
<tr>
<td>2010-007-1-400</td>
<td>(CHAIN) Terminology for Chain Polymerization</td>
</tr>
</tbody>
</table>

**INTERDIVISIONAL PROJECTS**

<table>
<thead>
<tr>
<th>Project Code</th>
<th>Description</th>
<th>Authors</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019-036-1-800</td>
<td>(STARS2) Structure-based nomenclature for irregular linear, star, comb and brush polymers with different types of constitutional repeating units (CRU)</td>
<td>Chen, dos Santos, Fradet, Hiorns, Nakano, Peeters, Théato, Wilks, Yerin</td>
</tr>
<tr>
<td>2011-035-1-800</td>
<td>(TINCOPS) Nomenclature of Inorganic Polymers</td>
<td>Jones, Batten, Damhus, Hiorns, Öhrström, Reedijk</td>
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</tbody>
</table>

**PROJECTS SUBMITTED OR TO BE SHORTLY SUBMITTED**

<table>
<thead>
<tr>
<th>Project Code</th>
<th>Description</th>
<th>Authors</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020-XXX-X</td>
<td>(BIO-EMULSION)</td>
<td>Haase, Théato, Gosecka, Yoon &amp; Jones,</td>
</tr>
<tr>
<td>2020-XXX-X</td>
<td>(Nano-Nano)</td>
<td>Gosecka, Stingelin, Vargas, Giuntini, Philippova, Brettmann</td>
</tr>
<tr>
<td>2020-XXX-X</td>
<td>(SUPRA)</td>
<td>Targon Campana, Chan, Giuntini, Hiorns, Luscombe, Miyasaka, Raos, dos Santos, Stingelin, Topham, Vargas,</td>
</tr>
<tr>
<td>2021-XXX-X</td>
<td>(R-BGN) Revision of the Brief Guide to Polymer Nomenclature</td>
<td>Hiorns, Boucher, Chen, Duhlev, Fradet, Hellwich, Jones, Nakano, Vert</td>
</tr>
<tr>
<td>2021-XXX-X</td>
<td>(DE) Degradation of polymers</td>
<td>Gardette, Malinconico, Chan, Giuntini, Hess, Merna, Peeters</td>
</tr>
<tr>
<td>2021-XXX-X</td>
<td>(ELECTRO) Electronic Formulae</td>
<td>Yerin</td>
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**NEW PROJECTS IN PREPARATION**

<table>
<thead>
<tr>
<th>Description</th>
<th>Authors</th>
</tr>
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<tbody>
<tr>
<td>Polymers of Relevance to Human Health (with DIV VIII)</td>
<td>Stingelin, CG, Vladimir Gubala, Linda Johnston, GM, Michael Schwenk, Topham, Vert</td>
</tr>
<tr>
<td>Development of a Multilingual Glossary of Polymer Terminology with New Languages (Project Committee)</td>
<td>Moad, Hiorns, Jones, Luscombe</td>
</tr>
<tr>
<td>Renewable and recycled polymers</td>
<td>Vairon, Adhikari, dos Santos, Fradet, Hess, Walter, Vert</td>
</tr>
<tr>
<td>Topic</td>
<td>Authors</td>
</tr>
<tr>
<td>--------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Electronic Formulae (ELECTRO)</td>
<td>Yerin, Matson, Moad, Peeters, Stingelin, Topham, Théato</td>
</tr>
<tr>
<td>Terminology for constitutionally-dynamic polymers</td>
<td>Vohlídal, Philippova, Topham</td>
</tr>
<tr>
<td>Glossary of Terms for Space and Extreme Environments</td>
<td>Walter</td>
</tr>
<tr>
<td>Polymers for bioelectronics</td>
<td>Walter, Hiorns, Meille</td>
</tr>
<tr>
<td>Polymers for 3D printing</td>
<td>Walter, He, Luscombe, Moad, Ober</td>
</tr>
<tr>
<td>Ionic liquids/polymer inorganic devices</td>
<td>Ober, Luscombe, Meille, Moad</td>
</tr>
<tr>
<td>Mediatized terms</td>
<td>dos Santos, Hiorns, Luscombe,</td>
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<tr>
<td>Modified extended short hand names</td>
<td>Vert, Hellwich, Moad,</td>
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<tr>
<td>Terminology of Polymer Biodegradation and Toxicology in Polymers (from DIV VII)</td>
<td>Gubala, Giuntini, Harald Krug, Peeters, Stingelin, Vert</td>
</tr>
<tr>
<td>Adhesion</td>
<td>Vairon</td>
</tr>
</tbody>
</table>
Appendix 7. Contact Addresses of Members of SPT

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