

International Union of Pure and Applied Chemistry

105th MEETING OF BUREAU

VIRTUAL MEETING 16 AND 17 APRIL 2021

APPROVED MINUTES

Attendees: Prof. Christopher Brett (Chair), Prof. Javier García Martínez (Vice President), Prof. Richard Hartshorn (Secretary General), Mr. Colin Humphris (Treasurer), Prof. Qi-Feng Zhou (Past President), Prof. Russell J. Boyd, Prof. Mary Garson, Prof. Christopher K. Ober, Prof. Ken Sakai, Prof. Ghada Bassioni, Prof. Mei-Hung Chiu, Dr. Petr Fedotov, Prof. Ehud Keinan, Dr. Bipul Behari Saha, Dr. Tim Wallington, Prof. Lars R. Ohrström, Prof. Nikolay E. Nifantiev, Prof. Christine Luscombe, Dr. Zoltán Mester, Prof. Hemda Garelick, Prof. Alan Hutton, Prof. Francesca Kerton, Ms. Leah McEwen, Prof. Pietro Tundo, Prof. Jürgen Stohner, Prof. Anna Makarova, Prof. Alan Hutton, Prof. Gloria Obuzor, Prof. Rita Cornelis, Prof. Jan Apotheker

Guest: Dr. Lynn Soby (Executive Director), Dr. Fabienne Meyers (Associate Director)

Secretary: Lisa Musty

FRIDAY 16 APRIL 2021

1. INTRODUCTORY REMARKS AND WELCOME

Prof. Brett welcomed all participants and thanked them for joining the virtual meeting. He also noted that there was a quorum, and the meeting will be held in two parts. He also noted that using the process of submission to Cognito forms will continue to be used, however, some items have not been included and the process needs fine-tuning for the General Assembly.

2. FINALIZATION OF AGENDA

Prof. Brett reviewed the agenda and timing to clarify each item.

3. MINUTES OF THE 104TH MEETING OF THE BUREAU (25 APRIL 2020)

Prof. Richard Hartshorn asked for comments or questions and asked for approval of the minutes.

Motion: *The Bureau unanimously approved the draft minutes of the 104th Bureau meeting.*

4. MINUTES OF THE 159TH EC MEETING

Prof. Hartshorn brought the Bureau's attention to the minutes of the 159th Executive Committee Meeting of the Bureau included in the Agenda book and asked if there were any questions or comments.

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4.1 RECEIPT OF DRAFT EXECUTIVE COMMITTEE MINUTES BY BUREAU

The Secretary General noted that the 159th Executive Committee meeting minutes were included in the Agenda book.

4.2 ITEMS OF NOTE RELATING TO THE EXECUTIVE COMMITTEE DECISIONS

There were no questions about items from the minutes of the Executive Committee.

5. REPORT OF THE PRESIDENT

Prof. Brett shared his report with the Bureau. He highlighted that Bureau Meetings in 2020 and 2021 had been planned to be virtual. The Organizational Structural Review Group report was finalized in December 2020. He referred to two new Standing Committees which had been proposed, being the Centenary Endowment Board and Subcommittee on Ethics Diversity and Equity and Inclusion. Prof. Brett announced that there would likely be fewer new projects in the biennia and fewer or cancelled IUPAC-endorsed conferences. Additionally, the Proposed International Year of Basic Sciences for Sustainable Development will be postponed until July 2022 or June 2023. Collaborations with other organizations continue to go well with ISC and OPCW, the IYPT legacy activities, the Periodic Table Challenge, the Global Women's Breakfast and the Best Emerging New Technologies were all well-received. Time-investment was the same or more than is usual. Prof. Brett announced Dr. Soby's retirement in October of 2022 and thanked the staff of the Secretariat staff, as well. The search for a new Executive Director will commence by new committee shortly after the General Assembly.

6. FINANCE AND BUDGETS

6.1 UPDATE BY TREASURER

Mr. Humphris announced that the pandemic meant that IUPAC had to adjust to functioning virtually in order to reduce the operating budget. The operating profit was positive \$199,694, somewhat due to the PPP from the US government, having converted to a grant because of employee retention. AMP income from Chemical Societies was under budget by \$10K and IUPAC direct AMP income came in over budget by \$3,300. In addition, there was growth in income from Company Associates. Net interest and dividends from investments were low and consideration of the portfolio as an income generation may need to be reconsidered. Net of the portfolio resulted in losses of \$212,996 due to the numerous activities and the loan acquired to support them. The Balance Sheet for 2020 led to a healthy year-end cash supply. The line of credit has been fully repaid. Mr. Humphris asked if there were any questions or comments on his report and there were none at that time.

6.2 REPORT OF FINANCE COMMITTEE MEETING MARCH 2021

Recommendations and Actions included the Finance Committee support of the Bureau decision to support the IYBSSD International year for 10,000 € for 2 years. Additionally, the Finance Committee endorsed the Centenary Endowment Fund paperwork to be sent to Bureau for approval. There was no statute change for this allowance, but a Standing order

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will be required. In addition, the Finance Committee endorsed the 2022-2023 draft budget proposals for Bureau Consideration and approval.

6.3 PROPOSED BUDGET FOR 2022/2023

Mr. Humphris noted that year 2021 left IUPAC in a strong cash position with substantial underspending, mostly due to the Virtual GA and WCC. IUPAC will continue to build on the experience of virtual meetings, but certainly travel in the future is hopeful. There will be somewhat reduced operating budgets of Standing Committees in 2022-2023, with more focus on projects in Divisions. An allowance for CHEMRAWN and the Centenary Endowment Board has been in progress. Mr. Humphris emphasized that estimates for the Netherlands General Assembly in 2023 is less expensive than Paris. Mr. Humphris noted that there will be two options for the 2022-2023 budget presented to the Bureau.

- Option 1: Business as usual assuming return to “normality” in 2022
- Option 4b: Presentation indicates very low project activity during pandemic in 2020 and 2021 and spreading existing biennium budgets into 2022 while also moving benefits of underspent funds in 2021 to the budget for 2022.

Motion: *The Bureau unanimously approved the presentation of budget 4b to Council.*

7. NAO’S NATIONAL SUBSCRIPTION PAYMENT STATUS

NAO NS 2020 Payments currently in Arrears are to Chile, Jordan, South Africa and Turkey.

7.1 EXTERNAL FUNDING SOURCES AND RELATED PROJECTS

Suggestions for CEB membership were welcome for approval by Bureau for presentation at the upcoming Council meeting. Mr. Humphris asked for any and all suggestions on individuals to join the Committee.

7.2 2020 AUDIT REPORT

The Auditors reviewed draft policies and the Bureau and IUPAC accounting staff provided feedback. Of particularly note was the De Gruyter contracts and payment.

8. VICE PRESIDENT’S CRITICAL ASSESSMENT

Prof. García Martínez referred Bureau members to his report included in the Agenda book. He noted highlights, including the impact of the pandemic on IUPAC and many other organizations. Prof. García Martínez additionally emphasized the legacy activities which were very successful and the process of modifying Bylaws and Statutes, to be done at a Special Council Meeting in the near future.

Increasing IUPAC’s online presence has been very positive and IUPAC members have been meeting regularly and effectively. Although online meetings introduced some disadvantages, including time zone allowances, less time for quality discussions and no informal one-on-one conversations, the vast

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majority were successful. He discussed holding large conferences like the WCC online and that it will continue to be a major unknown as many people are not willing to pay significant fees to attend them virtually. Electronic voting has been successful. Prof. García Martínez continued by outlining some risks including the low number of project proposals submitted, possibility due to lack of travel and fewer in-person meetings. NAO engagement in some countries will continue to be important for retention of current countries and to attain new NAO's in areas of the world where IUPAC presence is lacking. Prof. García Martínez emphasized collaboration with large scientific and international organizations thus far has been minimal, such as UNESCO, the UN and WHO. Addition potential risks advised by the Review Group were IUPAC governance and key committees, which are too numerous and represent a challenge. Ethics, diversity, and inclusion have been a vital part of group discussions. Additionally, some untapped opportunities for IUPAC would be finding contacts in non-NAO countries, and to continuing to utilize current workgroups and projects to maximize contacts in more countries.

9. REPORT FROM THE SECRETARY GENERAL

Prof. Hartshorn discussed the challenges of the Union in terms of the current global pandemic and stated he would continue to be in contact with Bureau members. Individuals involved in projects which were cancelled and postponed due to the pandemic will be consulted for feedback in writing or other communication. Prof. Hartshorn also commented on development and approval of several policies in draft form for Council consideration. These motions were then voted on by Bureau members.

Motion: *Bureau unanimously approved the draft of Conflict-of-Interest Policy for consideration by Council.*

Motion: *Bureau unanimously approved the draft Privacy Policy for consideration by Council.*

Motion: *Bureau unanimously approved the draft Harassment Policy for consideration by Council.*

Motion: *Bureau unanimously approved the draft Financial Document Retention Policy for consideration by Council.*

10. IUPAC ORGANIZATIONAL REVIEW

10.1 BUREAU PROPOSALS FOR NEW STANDING COMMITTEES (CEDEI) AND ENDOWMENT BOARD)

Prof. García Martínez discussed the mission of CEDEI and referred to the Agenda book for the detailed report. He highlighted five of the goals of CEDEI and terms of reference. Additionally, he gave an overview of the Composition and Terms of Office of IUPAC

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leadership. This information concerned items relating to Titular members, Officers and membership of Standing Committees and Sub-Committees terms of service and Committee make-up. The Centenary Endowment Board policy outlines the composition and term of Centenary Endowment Board members and additional details. Mr. Humphris referred to the Agenda book for detailed information on the Endowment Board proposal, specifically three individuals for this purpose.

11. REPORTS FROM DIVISIONS AND STANDING COMMITTEES

11.1 FOUR-YEAR ELECTION CYCLE FOR DIVISIONS/COMMITTEES

Prof. Brett referred to Prof. Hutton for his proposal to discuss the election cycle change from two years to four years, specifically referring to Division Officers and Standing Committee Chairs. It was his position that the lengthened term would allow for time to become familiar with their roles and cut down on the laborious task of elections as frequently.

11.2 RECORDS RETENTION INFORMATION GATHERING (THIS IS TO FOLLOW UP TO THE ACTIVITY INITIATED OUT OF THE EXECUTIVE COMMITTEE LAST FALL)

Ms. McEwen presented on the CPCDS Subcommittee on Records & Archives, its priority areas and the need in divisions and standing committees to identify types of records. She also proposed a records questionnaire concerning Activities, Records, and other issues. She asked that it be completed on a voluntary basis by 14 May 2021.

11.3 DRAFT GUIDANCE ON DATA MANAGEMENT FOR IUPAC PROJECTS (THIS FILLS AN ESSENTIAL GAP THAT BRINGS CRITICAL DATA OUTPUTS IN LINE WITH GUIDANCE FOR OTHER SCIENTIFIC OUTLETS)

Ms. McEwen presented guidance on data management of IUPAC projects. They have presented challenges. For additional information and details, she referred Bureau members to the documentation in the Agenda book.

11.4 PROPOSAL FOR A DEDICATED DISCUSSION AT THE GA ON THE FUTURE OF CPCDS AND IUPAC INFRASTRUCTURE FOR SUPPORTING DIGITAL WORK AND ORGANIZATIONAL STRUCTURAL REVIEW)

Ms. McEwen discussed CPCDS and infrastructure of digital work for IUPAC outcomes, assets, and value observations. Additional information was available for review in the Agenda book. She discussed inventory, guidance, use cases and strategy. Ms. McEwen additionally asked if CPCDS could propose a special retreat or meeting of the Bureau in the Fall of 2021 to invite discussion on possible strategies for IUPAC infrastructure

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supporting digital work. Ms. McEwen invited all to submit information and questions or comments to her for discussion and consideration.

11.5 WORLD CHEMISTRY CONGRESS (ACADEMIC INPUT, FUNDING OF SYMPOSIA, AND USE OF DIVISION/PROJECT FUNDING

Prof. Garelick presented the 2021 Congresses logo and discussed the NAO holding the General Assembly and the offerings given by the NAO Country. She also discussed allocation of funds for projects and requesting funding from host NAO's. Prof. Garelick mentioned voting on project allocation and the final decision made by the division. Her concern was clarification regarding the rules for this process.

11.6 LEVEL OF AUTONOMY DIVISIONS SHOULD HAVE OVER APPROVED/PRE-APPROVED PROJECTS

This item was covered in a previous discussion point.

10:55 AM ADJOURN DAY 1

SATURDAY 17 APRIL 2021

08:00 AM

11.7 SUPPORT AND ADVICE TO THE PROJECT NO. 2020-011-2-041

Prof. Tundo, task group (interim) chair for ICGCSD, made a request for support and advice on the above project. He spoke about the project spanning nearly all divisions and committees. Division 5 and Division 7 are the only ones which were not included in the project. He also emphasized that those divisions missing were important to the work. Prof. Tundo spoke on the many tasks which are to be completed and the needs of each of the tasks. He outlined the many benefits of the project. The milestones of the project were also important to note. Additional information on these items can be found in the Agenda book.

11.8 NATIONAL REPRESENTATIVES FOR ICGCSD

Prof. Tundo emphasized the need for additional National Representatives for the ICGCSD and discussed the request from NAO's to have additional National Representatives for the ICGCSD. Prof. Hartshorn commented that the statutes and bylaws will need to be drafted to allow for approve of a proposal, which will be needed to put before the Council. Prof. Brett reiterated that 10 is the maximum allowable representative on an interdivisional committee. The general consensus is that 10 representatives would be an appropriate number for this committee.

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Motion: *The Bureau approved a recommendation to Council of the approved number of members 8 NR's for the IGCSCD.*

12. (VIRTUAL) GENERAL ASSEMBLY & CONGRESS, MONTREAL CANADA

12.1 THE PROPOSED OUTLINE OF THE VIRTUAL GA AND WCC

Dr. Soby presented information on the timing of the WCC and division and standing committees in which there will be no overlap to allow for individuals who would like to attend and participate in more than one session. Dr. Soby also gave a preview of the format for Awards and Exhibitors and how they will be shown throughout the Congress. There will be exhibitors who are expecting to have corporate sponsorships, e.g. De Gruyter. There will be a poster session platform with chat functions and virtual exhibition booths for individuals to attend. An important aspect of the Congress will be for attendees to have the ability to build their own schedule and interact with one another in those sessions. Sessions using an app called Gather Town will be helpful to attendees. In addition, Dr. Soby reiterated that exhibitors will have virtual rooms where attendees will be able to interact with them. Division and committee meetings will have sessions after each meeting for social networking and engagement opportunities, e.g. IYCN and Bureau members. There is a rough scheduling grid which will be available shortly to the Bureau members.

13. WCLM UPDATE

Prof. Ober gave a preview of the theme of the WCLM, being a format including six short, recorded talks relating to the impact of artificial intelligence on chemistry. He noted that after the plenary talks, six prerecorded presentations forming the basis of panel discussions and those talks will give rise to live talks later in the meeting to discuss and debate the recorded talks. Additional information is available in the Agenda book.

14. YOUNG OBSERVERS PROGRAM/IYCN

Dr. Lynn Soby spoke about the IYCN's meeting at the GA and that they intend to have a meeting of the young scientists and young chemists together. The observers and participants will be able to attend the meetings as usual, though it will be virtual.

15. ELECTION UPDATE

15.1 OFFICER NOMINATION (VICE PRESIDENT/TREASURER/BUREAU)

Dr. Soby noted that they will be using Election Runner for the votes on these officer nominations. The officer nominations are numerous for Bureau, but of concern was that there

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are no nominations for Treasurer and both Mr. Humphris and Dr. Soby were encouraging members of the Bureau to reach out to the NAO's for nominations and suggestions for this critical role.

***ACTION:** Colin will be writing to individuals to encourage nominations and interest.*

16. STATUTES AND BYLAWS

16.1 SPECIAL COUNCIL MEETING (TO VOTE ON VIRTUAL COUNCIL MEETINGS AND ELECTRONIC VOTING) 5 MAY 2021

There has been approval of standing committees in to deliberate on changes to the statutes and bylaws to enable a virtual, hybrid or in-person council meeting.

***Motion:** The Bureau unanimously approved the recommendation to Council of the creation of a standing Committee on Equity, Diversity, Ethics and Inclusion.*

16.2 A SPECIAL COUNCIL MEETING ON 5 MAY 2021

A special Council Meeting has been approved to enable a virtual voting process on Council meetings and electronic voting in the future.

17. DIVISION RULES

There was no new information to report on this item.

18. REPORTS FROM BUREAU COMMITTEES

18.1 EVALUATION COMMITTEE, MEMBERSHIP RELATIONS COMMITTEE, SOLVAY AWARD

Dr. Zhou and Dr. Soby noted that due to the pandemic, there have been not many issues relating to new members aside from Uzbekistan, who is interested in applying for NAO status with IUPAC. Of note, there was also some interest in The Philippines to join as NAO, as well. Prof. Brett emphasized the need to use Bureau contacts to encourage AMP's, CA's and NAO's.

18.2 SOLVAY AWARD

Prof. Zhou discussed the 2021 results of the Solvay Award with the Bureau. There thirty-six candidates and five awardees, with 3 honorable mentions. The rules and criteria of multinational coverage required by this award were received as highly respected. The Solvay Award has been renewed through 2025.

19. IYBSSD

Prof. Hartshorn discussed the status of the memorandums of understanding, and it was proposed by IUPAP for the IYSBBD to take place in 2022. It was approved by UNESCO in the 40th Session of the

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General Conference in November 2019. The letters of support came from about 50 academies from around the world and twenty-seven Nobel Laureates and Fields Medalists. It will likely be delayed until later in the time period already stated. There is more information in the detailed Agenda book for review by the Bureau members.

Prof. Hartshorn referred to the expansion of the Division Emeritus Fellows Program. The proposal to expand the program is detailed in the Agenda book. It details that each of IUPAC Division would have its own group of Emeritus Fellows and will be responsible for managing that group and involving them appropriately in the work of the Division.

20. “ON” ORGANIZATIONS

20.1 INTERNATIONAL SCIENCE COUNCIL

Prof. Brett commented on the activities in 2019 and 2020 awards and the 2018 review conference.

20.2 OPCW

Prof. Brett discussed the collaboration of Green Chemistry, Sustainability and Outreach. The next review conference is in 2023.

21. BID PROPOSALS FOR 2027

21.1 BID PROPOSALS

Dr. Soby received four letters of intention from NAO's to bid on hosting the 2027 General Assembly. However, only three, Canada, Czech and Slovakia and Russian Chemical Society are still active. These will be considered and voted upon at Council. Additional information is available in the Agenda book on requirements including the application in draft form from the Netherlands.

22. DATE/TIME OF NEXT BUREAU MEETING(S)

Prof. Brett announced the next proposed day for pre-council Bureau Council meeting on 10 July 2021, but the date would not work. Prof. Brett suggested a Doodle Poll for the next Bureau meeting.

23. ANY OTHER BUSINESS

The terms of reference of a the newly approved CEDEI Standing Committee brought to Bureau during the meeting, there will be some additional emphasis on the core and values of IUPAC in the language. Prof. García Martínez will circulate the final terminology to the Bureau in advance of the next Bureau meeting.

ADJOURN 10:18 AM

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THESE MINUTES ARE VERIFIED TO BE ACCURATE AND CORRECT.



Christopher M. A. Brett

DATE: 01 SEPTEMBER 2021

PROF. CHRISTOPHER BRETT- PRESIDENT



Lynn M. Soby

DATE: 01 SEPTEMBER 2021

DR. LYNN SOBY- SECRETARY