

International Union of Pure and Applied Chemistry

138th MEETING OF EXECUTIVE COMMITTEE

Jeju, Korea, 18 October 2008

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International Union of Pure and Applied Chemistry

138th MEETING OF EXECUTIVE COMMITTEE

Jeju, Korea, 18 October 2008

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Attendees: Prof. J-I. Jin, Chair, Prof. C. Bai, Prof. D. StC. Black,
Prof. S. Chandrasekaran, Prof. J. Corish, Prof. N. J. Moreau
Absent: Prof. B. R. Henry, Prof. E. Reichmanis
Guest: Dr. F. Meyers
Secretary: Dr. J. W. Jost, Executive Director

1. INTRODUCTORY REMARKS AND FINALIZATION OF AGENDA

Prof. Jin welcomed the Committee to Jeju Island and expressed his gratitude to the Korean Chemical Society for the invitation to hold the meeting of the Executive Committee in conjunction with the annual conference of the KCS. He also noted the generous hospitality of the International Conference Center. He noted that Prof. Henry was unable to join the Committee because he was representing IUPAC at the ICSU General Assembly in Maputo starting Sunday, 18 October. Prof. Reichmanis was absent due to doctor's orders which suggested that she not travel for the next few weeks.

Prof. Jin noted that there were three items to be discussed under Item 23, Any Other Business, the Vice President's critical assessment, the meeting with ACS officers in Philadelphia, and the EuChMS General Assembly.

There were no additional changes to the Agenda and the Agenda was approved as revised.

2. MINUTES OF 136TH AND 137TH MEETINGS OF EXECUTIVE COMMITTEE

The Minutes of the 136th and 137th meetings of the Executive Committee were available for information in the Agenda Book for the meeting.

2.1 MATTERS ARISING FROM MINUTES (NOT COVERED BY ITEMS ON AGENDA)

There were no additional matters arising.

3. ACTION ITEMS FROM PREVIOUS MEETINGS

The Executive Committee was asked to review the Action Items in the Agenda Book and inform the Secretariat of any changes in status. Item 1 "Determine how many Nobel Laureates really were active in the past in IUPAC." was replaced by an Item to compare the database of Nobel laureates with the complete list of authors in *PAC*.

4. INTERNATIONAL YEAR OF CHEMISTRY 2011

4.1 CURRENT STATUS OF APPLICATION TO UNESCO

Dr. Jost reported that the UNESCO Executive Board approved IUPAC's proposal at its meeting in Paris in April, 2008, advanced by the Ethiopian delegation, for designation of 2011 as the International Year of Chemistry. While this was an important step, it is understood that only the United Nations

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General Assembly can declare an International Year. The General Assembly meets during September-December each year while the UNESCO General Conference meets in October and November of odd-numbered years. There may be a possibility of obtaining consideration by the UN General Assembly at its meeting of 2008, but it may otherwise be necessary to present the proposal to the UN General Assembly and to the UNESCO General Conference at their meetings in 2009. A revised Prospectus for the IYC was included in the Agenda Book. The Secretariat was asked to draft a letter to all NAOs asking that they urge their UN delegations to support a possible resolution regarding an International Year of Chemistry at the 2008 meeting of the General Assembly.

4.2 COMMITTEE MEETING AT RTP

The Minutes of the Committee meeting were included in the Agenda Book.

4.3 IMPLEMENTATION - LOGO AND WEBSITE

Dr. Meyers briefly discussed a proposal for the design of a logo for the IYC and the development of the design concepts for an IYC web site. The Committee approved a motion for Dr. Meyers to proceed with both proposals.

5. REVISED STATUTES AND BYLAWS

5.1 PROPOSED REVISIONS FROM TASK FORCE

Prof. Black reviewed the proposed revisions drafted by the Task Force and approved by the Bureau included in the Agenda Book. These were sent for comment to the NAOs on 10 April 2008. Responses approving the proposed changes were received from nine NAOs. The statutory notice regarding the deadlines for receipt of proposed changes in Statutes and Bylaws was sent to the NAOs on 25 August 2008. Proposed changes in Statutes are due on 5 October 2008 and proposed changes in Bylaws are due on 5 December 2008. Notice of proposed changes in Statutes and Bylaws to be presented to Council must be given by 5 March 2009.

5.2 PROPOSED BY LAW ON NAO STATUS

Prof. Black noted that currently, NAOs can only join every two years because Council only meets every two years. In a modern organization, it seems preferable to allow a smoother and more timely entry to membership. He suggested a proposal that would therefore allow membership entry every year. That would also be consistent with the fact that dues are levied annually. Such a process then requires a decision to be made by the Executive Committee or Bureau, on behalf of the Council. The proposed new bylaw does not suggest that the admission decision be delegated by Council to the Executive Committee or Bureau, but rather that formal ratification of approval must be made by Council, or the admission will be revoked. In practical terms it is extremely unlikely that Council would reject an admission of an NAO prepared to pay the required dues, but the ratification and welcoming of a new NAO should remain one of the fundamental rights of Council. If the amended bylaw is accepted, in

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the short term it will also allow new NAOs to join in 2010, so that they can participate fully in the activities of the International Year of Chemistry in 2011. The clause regarding voting rights encourages prospective members to pay their dues so that they can participate fully in the Council meeting.

Current Bylaw:

B1 Membership (cf. Statute 3)

A request of a country for admission to the Union shall be considered by the Council at its next regular meeting if it has been received in writing by the Secretary General via the Secretariat at least six months before that meeting, together with the appropriate documentation. When the admission of a new Member has been approved by the Council, membership shall begin on 1 January of the following year.

Proposed new Bylaw:

B1 Membership (cf. Statute 3)

A request of a country for admission to the Union can be received in writing, together with the appropriate documentation, by the Secretary General via the Secretariat at any time. It will then be considered by the Executive Committee, Bureau, or Council, whichever meets next after the application has been received, and if approved, membership shall begin on 1 January of the following year, provided that payment of that year's dues are received. The admission of a new Member approved by the Executive Committee or Bureau must be ratified by Council at its next regular meeting. If payment has been received of the dues for the current year, Council may allow a newly admitted NAO to vote at the current Council meeting, on all items after the ratification of membership.

The following motion was approved unanimously.

Motion: *The Executive Committee recommends approval of the proposed change to Bylaw B1.*

6. STATUS REPORT ON 45TH GENERAL ASSEMBLY AND 42ND CONGRESS, GLASGOW

Dr. Jost reported that arrangements for the GA and Congress in cooperation with the Royal Society of Chemistry are proceeding well. The Congress will be held in the Scottish Exhibition & Conference Center (SECC) while the General Assembly will be held in the adjacent Crowne Plaza Hotel. A general outline of the meeting schedule is given below.

The Congress opening will be on Sunday, 2 August; this includes the award ceremony for the IUPAC Prizes.

Thursday, 30 July: Young Observers Briefing and Reception

Friday & Saturday, 31 July-1 August: Division Committee meetings

Saturday (Eve), 1 August: President's Address and Members Reception

Sunday & Monday: 2-3 August: Standing Committee meetings

Monday (PM), 3 August: Council Round Table Discussions

Tuesday (AM), 4 August: World Chemistry Leadership Meeting

Wednesday (AM & PM) & Thursday (AM), 5-6 August: Council Meeting

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Wednesday (Eve), 5 August: Council Reception

Key deadlines are listed below. Separate notices will be sent as usual for each of these items.

31 July 2008: Comments on revised Statutes and Bylaws due at the Secretariat. (Past)

5 October 2008: Proposed changes from NAOs in Statutes due at the Secretariat. (Past)

5 December 2008: Proposed changes from NAOs in Bylaws due at the Secretariat. (Past)

2 February 2009: Bids for the 2013 and 2015 GA and Congress due at the Secretariat

1 April 2009: Agenda Items for the Council due at the Secretariat

1 April 2009: Participation Questionnaires from Council Delegates due at the Secretariat.

3 April 2009: Council Agenda to be sent to NAOs

5 June 2009: Nominations for Officers and Elected Members of the Bureau (including CVs) due at the Secretariat.

9 June 2009: Names and CVs of Candidates for Officers and Elected Members of the Bureau announced

2 July 2009: Documentation for Council Agenda available

Notices were sent to the NAOs on 25 August 2008 regarding proposed changes in Statutes and Bylaws, nominations for Officers and Elected Members of Bureau, and bids for the GA and Congress for 2013 and 2015. Official Invitations and Information Books were sent in October to NAOs, ANAOs, AOs, TMs, AMs, and NRs.

7. WORLD CHEMISTRY LEADERSHIP MEETING AT GLASGOW

7.1 PROPOSED TOPIC FOR THE WCLM AT GLASGOW: THE INTERNATIONAL YEAR OF CHEMISTRY

After a brief discussion the Committee agreed that the topic for the WCLM at Glasgow should be the International Year of Chemistry 2011.

7.2 ORGANIZING COMMITTEE

The Committee agreed that the Committee on Chemistry and Industry should again organize the WCLM. It was suggested that Mr. Colin Humphris should Chair the organizing Committee.

8. MEMBERSHIP RELATIONS COMMITTEE

Dr. Meyers noted that the Minutes of the meeting in Istanbul are included in the Agenda Book. She reported that letters encouraging current ANAOs to become NAOs were sent by both e-mail and regular mail on 10 September and 22 September respectively. An example letter is included in the Agenda Book.

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9. BUREAU COMMITTEE ON CHEMISTRY RESEARCH FUNDING

Prof. Black reported that the Committee met on 15 August 2008 in Philadelphia at the Chemical Heritage Foundation. At the meeting it was decided that it would be best to remain as a Committee of the Bureau rather than pursuing Standing Committee status. Prof. Henry was asked to serve as Chair; this appointment has been approved by President Jin. The Minutes of the Philadelphia meeting are included in the Agenda Book. The Committee will meet again in Philadelphia on 4 December 2008 with some of the members participating by conference call.

10. APPLICATIONS FOR NAO STATUS

10.1 APPLICATIONS RECEIVED

Dr. Jost reported that applications had been received from Malaysia, Thailand, and Sri Lanka. These are included in the Agenda Book.

10.2 MOTION TO GRANT PROVISIONAL NAO STATUS

Prof. Black noted that as is described in Item 10.1 three applications had been received for NAO status. As the new Bylaw mentioned in Item 5.2 proposes allowing the Executive Committee or the Bureau to approve applications for NAO status received in the year before a Council meeting, the Committee was asked to approve the motion below, which would grant provisional NAO status to these three applicants using the guidelines in the proposed Bylaw. The motion was passed unanimously.

Motion: *The Executive Committee bestows provisional NAO membership on Malaysia, Sri Lanka, and Thailand, from 1 January 2009, provided that payment of dues for 2009 is made prior to that date. This decision of the Executive Committee must be ratified by Council at its next meeting in August 2009, or membership will be revoked and the dues refunded. The provisional membership throughout 2009 will accord all the benefits of membership except for voting rights in the Council meeting. Council may allow these newly admitted NAOs to vote at the current Council meeting on all items after the ratification of membership.*

11. IUPAC CHEMICAL IDENTIFIER (InChI): MANAGEMENT AND FUNDING ISSUES

Prof. Black discussed the memo from Dr. McNaught regarding the future organization and funding of the InChI work in IUPAC included in the Agenda Book. He noted that in principle there were three general funding options available: 1) fund future work entirely through the project system, 2) fund the work of the Subcommittee on InChI as a line item in the Secretariat budget, 3) fund the maintenance work through consulting contracts through the Secretariat while funding new developments through the project system. However, separate funding for the Subcommittee on InChI was contrary to IUPAC guidelines and it was agreed that any necessary expenses for the meetings of the Subcommittee should be funded in the usual way through a combination of Division and project funds as well as outside resources available to the Subcommittee members. The Executive Committee felt that

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it was important that this work be funded but also wished to be sure that the appropriate funding mechanism was used. The Committee felt that if at all possible, this work should be funded by the project system, as it must in the current biennium. The Secretary General and the Executive Director were asked to meet with Dr. McNaught and Dr. Heller to determine the most appropriate way to use the project funding mechanism, especially from 2010 onwards.

12. STATUS AND THE FUTURE OF MATERIALS CHEMISTRY WITHIN IUPAC

Prof. Black discussed the report on the above subject by Prof. Day included in the Agenda Book. During the discussion it was noted that Prof. Day's report might be suitable for publication in *Pure and Applied Chemistry* as a Technical Report. The Executive Committee approved the Motion below unanimously.

Motion: *The Executive Committee endorses the establishment of a Division II Subcommittee on Materials Chemistry, with representation from all interested Divisions.*

13. STATUS REPORT ON SAICM RELATED ACTIVITIES

Prof. Black observed that the Agenda book contained a progress report on IUPAC's relations with SAICM (Strategic Approach to International Chemicals Management). He then reviewed a summary of upcoming events and recommendations as provided by Dr. Cesa. The summary is as follows.

The SAICM Secretariat is eager for IUPAC to be an important part of a science advisory board to assist SAICM in setting goals and policy. To that end, they have invited IUPAC to attend their Open-ended Legal and Technical Working Group meeting in Rome on 24 October to present IUPAC's ideas on the role and composition of such an advisory board. This meeting is a preparative meeting for the second International Conference on Chemicals Management (ICCM) to be held in Montreux in May 2009. IUPAC is also invited to attend the May 2009 meeting at Presidential level.

It is proposed that SETAC (Society of Environmental Toxicology and Chemistry) and IUPAC jointly organize and facilitate a science meeting or conference to consider emerging issues one year in advance of a SAICM ICCM meeting. We would take the responsibility of producing a properly science peer reviewed set of proceedings, recommendations, and science priorities for consideration by the member states and stakeholders at the subsequent ICCM meeting. This meeting could be a "quick start" item thereby funded jointly through SAICM and IUPAC. As part of the process the two organizations could create an ad hoc or virtual science advisory group who would be the scientific committee for the meeting and who could advise the SAICM community on science questions at other times if asked.

These actions for IUPAC would represent an important step in its evolving role as a science NGO, and for that reason we believe that comment and, hopefully, endorsement from the Executive Committee would be timely, appropriate and well appreciated. It should also be noted that the proposed conference on emerging issues, even though it would take place before 2011, can be an important aspect of the industry's role in the International Year of Chemistry.

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Prof. Sydnes had expressed willingness to represent IUPAC at the Rome meeting however other commitments now make it impossible for him to attend. Dr. Cesa is prepared to represent IUPAC at this meeting and the Executive Committee approved his designation to represent IUPAC at this meeting.

14. PROJECTS: SUMMARY OF CURRENT STATUS: COMMITMENTS, EXPENDITURES, AND UNDER REVIEW

Dr. Jost drew the attention of the Committee to the three reports included in the Agenda Book for the information of the Executive Committee. These reports are routinely provided to Division Presidents, Standing Committee Chairmen, Task Group Chairmen, and the IUPAC officers. These were provided for information and there was no discussion on this Item.

15. FINANCE AND BUDGETS

15.1 AUDITED FINANCIAL STATEMENT FOR 2007

Prof. Corish reported that there had been no items of concern noted in the Audited Financial Report for 2007. The Agenda Book contains the financial statement for 2007 as approved by the Auditors.

15.2 REVIEW OF BUDGET FOR 2008-9

Dr. Jost noted that the approved budget was USD 2 936 100, income and expense, and there were small increases in most expense categories. The approved Total National Subscription represents an annual increase of 3 % from that for 2006-7. There were no changes to the budget as approved by Council at Torino and there was no further discussion of this Item.

15.3 GUIDELINES FOR BUDGET FOR 2010-11

Prof. Corish commented that with the change in schedule of the meetings of the Executive Committee, it was now possible for the Committee to suggest guidelines for the Finance Committee for the next biennium's budget in advance of its meeting in February. He suggested four general guidelines:

- i. An increase of 3 % in the total National Subscription, not including any increase from new members.
- ii. A modest increase (an average of ~USD 2000) in the budgets of most Division and Standing Committees.
- iii. If necessary the Strategic Opportunities Fund could be decreased to provide funding for item ii.
- iv. The International Year of Chemistry should be funded from the project system.

After some discussion the Committee approved these guidelines to the Finance Committee for the 2010-11 budget. Prof. Black commented that the Finance Committee would also need to take into account the planned overlap in 2010 between Dr. Jost and his successor.

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15.4 PERFORMANCE OF INVESTMENT PORTFOLIO

Prof. Corish reported that the market turmoil of the past year has had a significant effect on the value of IUPAC's investment portfolio. The table below summarizes the recent value of the portfolio.

Portfolio Value Summary

Date	USD	EUR (in USD)	Total	Change
31-Dec-06	3,991,233	1,559,961	5,551,193	
31-Dec-07	4,192,852	1,668,575	5,861,427	310,234
13-Oct-08	2,905,656	1,492,594	4,398,250	(1,463,177)

The loss in value of the portfolio through 13 October of this year is 25 %. This relatively good result is a tribute to the conservative investment policy followed by the Finance Committee for the last two years. Prof. Corish reminded the Committee that the income from the portfolio was almost entirely from the interest on fixed income securities and was unaffected by decline in value of the equities portion of the portfolio.

15.5 NATIONAL SUBSCRIPTIONS AND ANAO FEES

Dr. Jost reported that fifteen NAOs, other than the two NAOs under sanctions, Brazil and Belarus, had not yet paid their 2008 National Subscriptions. One NAO, Greece, has not paid its 2007 National Subscription and its situation will be discussed in Item 15.6.

The Bureau at its Istanbul meeting approved a motion to terminate the ANAO status of Kenya, Mauritius, and Tanzania if payment was not made of their overdue ANAO fees. Kenya and Tanzania have now paid their ANAO fees through 2008. Mauritius did not pay by the deadline and its ANAO status was terminated. No response has been received from Mauritius to any message on this subject.

Estonia, Mexico, and Peru have not paid their 2007 or 2008 ANAO fees, while Hong Kong, Romania, and Vietnam have not paid their 2008 ANAO fees. The Executive Committee unanimously approved the motion below.

Motion: *The ANAO status of Estonia, Mexico, and Peru will be terminated if payment of the 2006 ANAO fees is not received by 1 January 2009.*

15.6 NAOs IN ARREARS

Dr. Jost reported that Brazil and Belarus were currently under sanctions. As of 9 September Brazil had informed the Secretariat that they planned to pay their arrears by the end of 2008. The Treasurer and Secretary General approved a request from the Brazilian NAO to change their billing from national currency to US dollars. This request was approved with the understanding that billing in national currency would no longer be an option.

Dr. Jost noted that if Greece does not pay their National Subscriptions for 2007 by the end of 2008, they would be eligible for sanctions. The Policy adopted by the Executive Committee and Bureau is given in the Agenda Book.

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The Executive Committee unanimously approved the motion below.

Motion: *Sanctions are approved for Greece if payment of their 2007 National Subscription is not received by 1 January 2009.*

16. FELLOWS AND AFFILIATE MEMBERSHIP PROGRAMS

Dr. Jost noted that the Agenda book contains an updated financial summary for the AMP and CI and then briefly reviewed some operating statistics.

There were no significant changes in the operation of the Fellows program or in the AMP in 2007 or 2008. The current number of Fellows in our database is 1514. Each new Fellow receives a letter signed by the President informing him/her of their new status.

There are 2788 ACS Affiliates and 851 paid Affiliates from other chemical societies in 2008. In addition there are 35 Individual Paid Affiliates, 61 Individual Sponsored Affiliates, and 228 Sponsored Affiliates through chemical societies. The Australian and Czech NAOs have both begun operation of the AMP. With 142 Paid Affiliates, Australia now has one of the largest groups of Affiliates outside the United States. The Secretariat continues to look at ways to encourage NAOs and chemical societies to better promote the AMP.

17. IUPAC SECRETARIAT

17.1 STATUS REPORT ON SECRETARIAT

Dr. Jost noted that the report in the Agenda Book provided a summary of the job descriptions of the Secretariat Staff including the new position of Chemistry Informatics Specialist. The resume of Mr. Bryan Pearson, who has been hired to fill this position, is also in the Agenda Book. Dr. Jost commented that Mr. Pearson would be visiting Boston to review the web site with Dr. Meyers and Prague to learn about the programming of the site. It is expected that over the next months Mr. Pearson will take on most of the normal maintenance and updating of the web site.

17.2 RECRUITING A NEW EXECUTIVE DIRECTOR

Prof. Black reminded the Committee that Dr. Jost had announced his intention to retire after August 2010. It is planned to have a replacement selected and hired by early 2010 to allow sufficient time for overlap. Prof. Black then noted that Item 17.3 interacted with the present Item in so far as it would be important to be able to specify the location of the Secretariat for at least the first few years of a new Executive Director's term.

17.3 FUTURE LOCATION OF SECRETARIAT

Prof. Black noted that Minute 19 of the 84th Bureau, Torino, 2007 reads as follows:

Prof. Somsen commented that when the move of the Secretariat to North Carolina was approved it had been agreed by the Bureau that a review of the question of the future location of the Secretariat would be made after ten years.

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He noted that the ten years had now passed and asked if any plans for this review had been made? Prof. Black noted that the current location was low cost compared to many other possible locations. He also noted that the Union would be searching for a new Executive Director in the next four years and that it might be best if no change in the location of the Secretariat occurred at least until the end of the Executive Director's term of office.

Prof. Henry proposed that the Secretariat remain in North Carolina at least until the end of 2010. A motion to that effect was made and seconded. The motion was approved unanimously.

Prof. Black commented, as had been mentioned in the previous Item, that with the planned retirement of Dr. Jost it is appropriate for the Executive Committee to consider the future location of the Secretariat as, in practice, selection of the Executive Director and the location of the Secretariat are contingent issues.

In view of IYC in 2011 it would also not be feasible to move during 2011. Therefore the new Executive Director should be hired on the basis that the Secretariat should remain in the USA for at least the next five years (i.e. the end of 2014). The situation can be revisited after the appointment as circumstances require. After a brief discussion the Committee unanimously approved a motion that the Secretariat should remain in the USA for at least through 2014.

18. PUBLICATIONS

18.1 STATUS REPORT *CHEMISTRY INTERNATIONAL*/DR. MEYERS

Dr. Jost noted that there was no written report for this Item; financial and production information were included in Item 16 on the AMP.

18.2 STATUS REPORT *PURE AND APPLIED CHEMISTRY*

Dr. Jost noted that the Agenda book contained an updated financial summary for *PAC*. *PAC* continues to be a significant source of income for IUPAC despite the continued decrease of institutional subscribers. The *PAC* web site has had a number of significant improvements over the past year. Two highly visible items are the availability of the complete *PAC* archive online and the compilation of a complete index to IUPAC sponsored conference series. Online access via IP address verification has been implemented and made available to subscribers. The implementation of immediate online publication, ASAP, for *PAC* is being studied. This would entail a significant work flow change for all of those involved in preparing *PAC* for publication. One area where this would have a significant impact would be IUPAC Technical Reports and Recommendations. Making these available three to six months in advance of print publication would help in the dissemination process.

18.3 BOOK PUBLICATION AND BOOK SALES

Dr. Jost reported that there was no new information to report on this subject since the report to the Bureau in April.

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18.4 DIVISION REVIEW OF IUPAC BOOK PUBLICATIONS

Prof. Black commented that there is currently no formal review required for books published as a result of IUPAC projects, other than books on nomenclature and terminology. The Executive Committee unanimously approved the motion below.

Motion: *It is the responsibility of the appropriate Division or Standing Committee to review and approve any book publications.*

19. IUPAC WEB SITE

Dr. Meyers reported that the major event regarding the web site continued to be the conversion of the existing site to one based on XML technology. After more than six months of operating the new site in "test" mode, there continue to be significant issues. The portions of the site related to the members database and to membership on IUPAC bodies have been converted to accept data generated by the Act databases at the Secretariat. This portion of the new site is largely successful. The portions of the site related to projects and other information continue to need a significant amount of work both by the developers in Prague and Secretariat staff. Communication with the developers has improved somewhat over the past year, but is still a significant barrier to completion of the project.

Dr. Meyers informed the Committee that the Committee on Printed and Electronic Publications set up a study group (see report below) at the 2008 CPEP Meeting in Prague. The Group considered how best to develop the IUPAC Website so as to meet the wishes and needs of both members of IUPAC and of others.

It concluded that:

(i) there are many websites with chemical information for the general reader, and it would be both inappropriate and unnecessary for IUPAC to attempt to compete with or supplant these: our goals should be to provide information both to members, and to the chemical community seeking authoritative information;

(ii) the Website should commence with an opening/welcoming page (perhaps with *CI* links, it being our news magazine), such as that provided by ACS. This then should direct the user to either (a) the members area or (b) the IUPAC informational area;

(a) the members area should provide links to the 'workings' of IUPAC, such as Members, Committees, meetings, discussion boards, related bodies, etc.

while

(b) the IUPAC informational area should include links to *PAC* and also *CI*, standards, reports, recommendations, InChI, etc., and to appropriate chemical information both within the IUPAC site and outside (but with a disclaimer that IUPAC does not endorse the latter information).

(iii) A web-designer will need to be employed in order to implement these proposals, which we can only state in broad outline, as here. Once the design is complete and implemented, there will also be a continuing need for maintenance of various kinds, and provision will have to be made to accommodate this.

Group Members: Leslie Glasser (coordinator), Steven Bachrach, Robert Lancashire, David Martinsen, Bohumir Valter.

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Dr. Meyers reported that discussions had been held with a designer for the past few months resulting in a proposed design for the front page of the IUPAC web site. The design concept was shown in the Agenda Book.

Dr. Jost noted that a Discussion Board with Forums for Divisions, Standing Committees, and various Governance groups, including the NAOs, has been set up on the IUPAC web site with the help of FIZ Chemie staff. This addresses a long-standing request of Divisions and Standing Committees. Use of these Forums by Divisions has been very disappointing and awareness of their existence, much less an appreciation of how to use them, is limited.

Dr. Jost reported that the mini Handbook for 2008-9 was printed and distributed in April 2008. The 2006-7 Biennial Report was distributed with the September/October *CI*.

20. RATIFICATION OF SPONSORSHIP OF SYMPOSIA

The Executive Committee unanimously ratified the sponsorships approved since the meeting of the Bureau at Istanbul as listed in the Agenda Book.

21. DATES AND PLACE OF NEXT BUREAU MEETING

Dr. Jost reminded the Committee that the Bureau would meet on 18-19 April 2009 in Bratislava. As usual, the Division Presidents, Project Committee, and Evaluation Committee will meet on the Friday before the Bureau meeting, the 17th.

22. DATES AND PLACE OF NEXT EXECUTIVE COMMITTEE MEETING

Dr. Jost commented that the Agenda Book contained a list of NAOs where there has never been a Bureau or Executive Committee meeting. Excluding the NAOs admitted at Beijing and Torino, there are 9 NAOs that have never hosted an IUPAC Bureau or Executive Committee meeting: Brazil, Bulgaria, Chile, China/Taipei, Croatia, Egypt, Kuwait, Pakistan, and Serbia. Croatia declined to host the 2009 Bureau meeting. After some discussion it was decided to request that the Sociedad Chilena de Química host the Executive Committee meeting on 3-4 October 2009.

23. ANY OTHER BUSINESS

Prof. Moreau reported on her participation at both the EuCheMS Congress, September in Torino, and the General Assembly, October, Stavanger. She reported that her participation in both meetings had allowed her to make IUPAC and its work more widely known and especially to prepare the participants at both meetings for the International Year of Chemistry.

Prof. Jin reported that he and Prof. Henry, Prof. Black, Prof. Ober, and Dr. Jost had met with the President of the American Chemical Society, Prof. Bruce Bursten, along with the Chair of the ACS Board, Dr. Judith Benham, the Executive Director, Ms. Madeleine Jacobs, and the Director, ACS Office of International Activities, Dr. Bradley Miller. The purpose of the meeting was to establish initial contact with the ACS officers to be sure that the ACS would be prepared to fully participate in the International year of Chemistry. The ACS officers expressed their wholehearted

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Minutes

support for the planned IYC and offered to provide whatever assistance was necessary to help secure United Nations approval of the proposal to designate 2011 as the International Year of Chemistry.

There was a brief discussion of the Council Round Tables to be held at Glasgow. It was agreed that a message should be sent in early January 2009 to the NAOs requesting possible topics.

Prof. Moreau reported that she had distributed her draft Vice President's Critical Assessment to the officers and had received comments from most of them. It was agreed that as many of those present had not seen the draft VPCA, it would be best if Prof. Moreau incorporated the suggested revisions received from the other officers and distribute the revised draft to the EC, well in advance of the Bureau meeting. A further revised draft can then be included with the Bureau Agenda materials.

24. SCHEDULE OF OFFICER REPRESENTATION AT IMPORTANT SCIENTIFIC MEETINGS

After reviewing a calendar of scientific meetings it was agreed that Prof. Henry would represent IUPAC at the March 2009 ACS meeting, Prof. Moreau at the August 2009 GDCh meeting, in addition to the assignments already shown on the calendar.