

# International Union of Pure and Applied Chemistry

## 158<sup>th</sup> MEETING OF EXECUTIVE COMMITTEE

Tokyo, Japan, December 6, 2019

APPROVED MINUTES

### 1. INTRODUCTORY REMARKS AND FINALIZATION OF AGENDA

Attendees: Prof. Qi-Feng Zhou (Chair), Prof. Christopher Brett, Prof. Natalia Tarasova, Prof. Richard Hartshorn, Mr. Colin Humphris, Dr. Lynn Soby, Prof. Mei-Hung Chiu, Prof. Christopher K. Ober

Guest: Ms. Minjie Huang

Secretary: Dr. Lynn Soby (Executive Director)

Prof. Qi-Feng Zhou welcomed all participants and members of the Executive Committee (EC) and thanked the Chemical Society of Japan for hosting the meeting for the arrangements and support for IUPAC.

Prof. Zhou then asked Prof. Hartshorn to chair the meeting. No additional items were added to the Agenda.

### 2. MINUTES OF 157<sup>TH</sup> (MADRID, 17-18 NOV 2018) MEETING OF EXECUTIVE COMMITTEE

Minutes of the 157<sup>th</sup> Executive Committee were noted as previously approved.

### 3. MINUTES OF 103<sup>RD</sup> MEETING OF THE BUREAU (PARIS, 9 AND 12 JULY 2019)

#### 3.1 RECEIPT OF MINUTES BY EC

Draft minutes of the 103<sup>rd</sup> Bureau minutes were received by the EC and approved to seek Bureau approval.

### 4. PROGRESS ON ESTABLISHMENT OF THE REVIEW GROUP

At the 50th General Assembly of IUPAC in Paris, Council approved a motion for the Executive Committee to establish a working group by the 1st January 2020 to undertake a complete review of the organizational structure of IUPAC.

On 19 July, Our Treasurer Mr. Colin Humphris provided a draft letter to go to the NAOs as a first step in ensuring their full engagement in the review, and a new draft was made by Secretary General Prof. Richard Hartshorn based on that from Colin and the comments from EC members. This letter followed by a questionnaire will be sent to NAOs for their input and fully active engagement.

On 3 September, Richard restarted the conversations around the structure and establishment of the review group. A quick response was first made by Colin who offered his initial suggestions that formed a good base for further discussions by all EC members.

Prof. Brett, working with Dr. Cesa proposed the membership of the Review Group for EC decision. The suggested membership was a combination of “internal” and “external” members, and diversity was taken in consideration. The EC also confirmed that Prof. Brett continue as the liaison to the group.

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- Mark Cesa, Chair (USA)
- Javier Garcia-Martinez (Spain) Vice President IUPAC
- Ito Chao (China/Taipei)
- Michael Droeschler (Germany)
- Lori Ferrins (IYCN) (Australia)
- Zhi-Gang Shuai (China/Beijing)

### 5. STRATEGIC ISSUES FOR THE NEXT BIENNIUM

**PROF. BRETT**

Prof. Brett outlined his view of how the IUPAC strategy should develop over the next biennium. Appropriate measures need to be taken so that the results of the important IYPT events of the last year, which have captured the enthusiasm of the chemical and scientific community and the public at large, are not lost. We also need to increase the effectiveness of collaboration both inside and outside IUPAC.

Inside IUPAC we need to find ways to increase information exchange. All of us from officers through to task groups need to be tuned to work together and not duplicate efforts and use resources efficiently. We must devise ways, early on in the biennium, to minimize the impact of not having face-to-face meetings in the divisions and standing committees, the executive committee and in bureau, using this as an opportunity to streamline our operations.

Outside IUPAC, we need to increase our visibility worldwide. In IUPAC conferences, the interventions of the IUPAC representative have not always had sufficient impact. We should all explore all the opportunities that arise for dissemination, particularly focusing on those that represent how we can respond to challenges to chemistry and collaborate in responding to them, demonstrating our crucial role. We should all be communicating the same IUPAC message, and be reaching out to those parts of the world where the impact of IUPAC is less clear. For this purpose, a fully up-to-date speaker pack and accessory information is very important. We need to have a strong voice, as has happened with UNESCO and OPCW, and make our mark in all relevant international organizations in a way that is pertinent and useful to the scientific community and society.

To consolidate the legacy of IYPT and the centenary, we need to continue with worldwide activities, such as the global breakfast, which will take place in 2020. He suggested action items include enhancing communications and updating the IUPAC Presentation, update contacts with external organizations and engagement with their programs, particularly ISC.

### 6. FINANCE AND BUDGETS

**MR. HUMPHRIS/DR. SOBY**

#### 6.1 REPORT ON CURRENT FINANCIAL SITUATION (CF 2018-2019 BUDGET)

Colin Humphris referred to the financial items in the Detailed Agenda and Agenda Book for details. *All financial information presented at the EC meeting and contained in the Agenda and documents were pre-Audit and is subject to change.*

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The approved minutes from the 2019 Finance Committee (FC) are included for reference to the Financial items. The Income Statement and Balance sheet as of 30 October 2019 are included in the Agenda book. IUPAC continued reporting on a full accrual basis which continues to provide great insight into the financial performance of the Union and importantly its cash needs.

Mr. Humphris stressed the need for the Executive Committee members to review and gain an understanding of the P&L, as they provide a comprehensive review of the financial health and outlook for IUPAC.

In 2018 we recorded a loss of \$368k in the Profit and Loss account that included an unrealized loss on the investment portfolio of \$210k. To end October 2019, we show a profit of \$304k but this includes an unrealized gain of \$522k so we are in deficit at the operating level i.e. excluding unrealized gains and losses. To the end of the year we will expect to see publication income close to plan with the end year payment from DeGruyter but otherwise the bulk of invoiced income is already shown. We have two months of operating costs to record including inevitably some late claims for the GA.

The bottom line was that in this biennium we will be close to breakeven or showing a small deficit the reason for us taking action within the budget for 2020 and 2021.

The Executive was asked to note the Main Messages looking at the P&L as of 30 October:

- NAO income was below plan following the loss of Brazil and Pakistan offsetting the gain of Singapore
- Growth in income from CA's and AMP's still lag behind our budgetary hopes
- Our Secretariat and Administrative costs are in budget overall
- Our Travel and Subsistence expenditure was well below budget
- Balance sheet shows cash available was \$96,472 (after exclusion of cash sweeps within the investment portfolio) in comparison with Accounts Payable of \$42,365.
- Accounts receivables from primarily NAOs was much healthier than in 2018 with \$115,136 owing.
- EC members should note that the website and database projects have moved from Work in Progress (WIP) to implementation and depreciation.
- The short-term notes payable was our line of credit that was fully utilized at \$350k. In September, the Finance Committee approved the extension of the line of Credit to \$500k given persistent cash flow issues through the year but have avoided extending our borrowing beyond \$350k. A full cash flow report was included in the Agenda book for reference.

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#### 6.1.1 Overview of GA and IUPAC100

The 2019 GA Budget Expectation was that Paris would be more expensive than Sao Paulo for travel and subsistence. From the P&L, it was noted that the travel and subsistence was below budget expectations. Anticipated extra expenses were for IUPAC100 (50k), Council Room/Food (40k), WCLM (21k). While some items were still being reconciled to actual expenses over the year, it was anticipated to remain under budget for the GA and IUPAC100 Activities (not covered within projects).

#### 6.2 PERFORMANCE OF INVESTMENT PORTFOLIO

The balance sheet also showed the recovery of the value of investment portfolio to the value in October 2018. The Finance Committee remains satisfied with the performance of our advisors BB&T and reconfirmed our investment criteria at the meeting in September 2019.

#### 6.3 ESTABLISHMENT OF ENDOWMENT MECHANISM

The Council (Paris, 2019) approved the future appointment of the Centenary Endowment Fund Board of Directors including external Directors by the Executive Committee. Council also approved the Executive Committee to progress in the formation of the fund and its guiding documents. The law firm of Manning and Fulton were contacted to develop an Endowment Agreement and Guidelines necessary for the creation of the Endowment Fund. Additional papers for donations are also being crafted. We are working through the initial drafts of the documents. The IUPAC investment firm, BB&T/Scott & Stringfellow, provided their perspective to the Finance Committee on the membership of the external members, stating that the BOD will need “star power” Nobel Laureate-type reputation, a C-level individual from a major Chemical company and another with legal background.

The Treasurer and Executive Director are currently reviewing the initial documents from our legal firm, which include a resolution that will require approval of the Executive Committee. This resolution outlines how the BOD will function. The intention is that the BOD members serve as volunteers for IUPAC and not require funds to participate. Regular meetings will be required. Following the initial review of the documents, the EC will be asked to approve the Resolution establishing the BOD for the Centenary fund.

During the discussion of the Establishment of an Endowment mechanism, the Treasurer and Vice President noted that a new narrative be created to communicate to an external audience the unique value proposition of IUPAC relative to many other organizations.

#### 6.4 NAO'S APPROACHING 12 MONTHS AND 24 MONTHS IN ARREARS

The NAOs approaching 12 months in arrears (Due 31 December 2019) are Bangladesh, Belgium, Puerto Rico and Sri Lanka. Mozambique is approaching 24 months in arrears and notified IUPAC that they no longer can pay to belong to IUPAC. They are in arrears for \$2,000 and will be automatically withdrawn as an IUPAC NAO due to non-payment.

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The total outstanding balance (AR) is \$70,458 which includes the last of three payments from China/Beijing (\$43,266). A summary report is included in the Agenda book for 2019 and 2020 NAO payments. 2020 payments received thus far are \$59,677 and are not included in the 2019 income.

### 6.5 BUDGET UPDATE FOR 2020-2021

The position is unchanged from the GA (July). A priority is to pay down the line credit of \$350k so as to avoid ongoing interest charges. It is to help balance the cash flow across the year for operations not as permanent borrowing.

## 7. PUBLICATIONS

**MR. HUMPHRIS/DR. SOBY**

### 7.1 DE GRUYTER CONTRACT STATUS

We have agreed to extend the current contracts by one year by way of a side letter that is awaited. The DG team has undergone significant change and they are in the process of introducing a completely new publishing platform. We would like experience of both before renegotiating.

### 7.2 STATUS REPORT *CHEMISTRY INTERNATIONAL AND CI DIGITAL UPDATE*

The Editorial Board is transitioning with some original members standing down (Leiv Sydnes and David Martinson). Bonnie Lawlor has agreed to continue as Secretary and Colin Humphris as Chair for the next Biennium.

During the most recent board meeting we discussed at length the future of CI and the transition to a digital format. A significant constraint is the current need to publish in both print and digital form. Print numbers are now very low but the board was also concerned by the low numbers accessing the digital version through the IUPAC website and reported problems with the alert systems. These are being addressed offline.

The Board would be interested in the view of EC members for the future. CI or something like it is important to keeping our members and volunteers up to date with IUPAC activities and issues and provides a public window of chemistry issues and IUPAC views on these. It is unlikely to be a revenue earner but is included in the bundling with PAC and the PAC database to libraries and other customers. Small volumes of print are relatively expensive.

### 7.3 STATUS REPORT *PURE AND APPLIED CHEMISTRY*

The EC was asked to note that 2020 is the 60<sup>th</sup> Anniversary of PAC. A unique PAC Cover will be used to differentiate this anniversary year.

### 7.4 STATUS REPORT *CHEMISTRY TEACHER INTERNATIONAL*

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A status report of CTI was included in the Agenda book for reference.

### 7.5 VIRTUAL PUBLISHING AND DATABASES

#### 7.5.1 IUPAC Standards On Line with DeGruyter

#### 7.5.2 Opportunities with American Institute of Physics (AIP) for Solubility Data Series

The work with AIP is continuing with a small working group from both IUPAC and AIP, led by Ms. Bonnie Lawlor. The group meets regularly with an objective to determine if there is a commercially viable product for the SDS. The market research firm Hannover Research is currently conducting a survey to determine the value proposition and gather input for the team to determine whether a commercially viable product (CVP) is feasible. A draft of the survey instrument was included in the Agenda book for information. The target deadline is being extended until end of 2020, when a go/no go decision will be made. It was important to remind the EC that the agreement with AIP includes an option for IUPAC to regain ownership of the SDS rights from AIP, should there be a “no-go” decision on the CVP.

### 7.6 PAC EDITORIAL ADVISORY BOARD

**PROF. HARTSHORN**

The draft minutes for the July meeting of the PAC EAB are attached for information.

The roster for the 2020-2021 biennium is attached for information.

### 7.7 BOOK PUBLICATIONS

**DR. SOBY**

Dr. Soby stated that there are currently a number of book projects and manuscripts in process. The launch of the Gold Book is currently on-line but significant work is still to be done on the inputs from the Divisions. The Orange Book (RSC) is behind schedule and is in ICTNS review. The 4<sup>th</sup> Volume of Janos Fischer's book, Developments in Drug Discovery is in progress, with all royalties to IUPAC. The Green Book and Blue Book are also in progress for future publication with RSC. Springer contract is completed for Mammino's Biomass book, in progress.

## 8. STATUS OF COMPANY ASSOCIATES PROGRAM

**MR. HUMPHRIS**

The number of paid CA's in 2018 was 32 and the 2019 CAs was 33. The 2020 pricing of Heritage members via a CA Coordinator is \$2,000 of which IUPAC receive \$1,000. New CAs pay \$2,500 where IUPAC receives \$2,500. The 2020 pricing for IUPAC direct is \$1,500 for Heritage members and \$2,500 for new CAs. Thus, if numbers are same in 2020, IUPAC should receive increased income over 2019. The CA renewals are currently in process and usually “trickle in” during first quarter.

## 9. STATUS OF AFFILIATE MEMBERSHIP PROGRAM

**MR. HUMPHRIS**

### 9.1 AFFILIATE MEMBERSHIP PROGRAM (PAID AMPS)

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Mr. Humphris reported on the status of the 2019 Affiliate Membership Program. The 2019 AMPs paid at \$50.00 and included a digital access to Chemistry International. Those who wanted a print copy paid a fee of \$25.00 for CI. For the year, there were 68 print copies ordered by our Affiliate members.

CI 2019 Issue 41	Paid CI Print	Digital AMP_Total	Sponsored Digital AMP_Subtotal
41_1	14	854	-
41_2	47	726	264
41_3	63	766	272
41_4	68	883	357

The 2020 AMP renewals began September 2019 for 2020. The AMP numbers are up over the 2018 during the same timeframe. The Sponsored Affiliate Membership program was put on hold (under review) given concerns regarding management and administrative effort required (costs).

### 9.2 NATIONAL AFFILIATE PROPOSAL (REPLACEMENT OF SPONSORED AMP)

In Sao Paulo, Council agreed changes to both the AMP and the CA schemes that would allow participation in IUPAC by members from non-NAO countries. The Secretariat is already working with a number of non-member countries to encourage them to set up local AMP and CA programs as routes to engaging them in our work. If they coordinate these programs, they can earn a proportion of the subscription income. It also creates the opportunity for them to nominate chemists to non-supported (Associate Member) positions on our Divisions and Committees. The Financial Options Paper presented to Paris Council raised the possibility of national members who pay no annual subscription and have no Council votes but who become associated with IUPAC providing some access to their chemists to IUPAC. The paper was accepted by Council. We might formalize the current position and call them, provisionally, Associate National Organizations ANO. Such a route could broaden membership significantly and make IUPAC more truly international. It would also allow us to abandon the largely unsuccessful ANAO approach. We have just one, Kenya, and they will shortly have to opt for full NAO membership.

**1. The first proposal to the Executive Committee is that we adopt the category Associate National Organisations provisionally until Montreal Council at which we could adopt it and replace ANAO membership. In the meantime we can formalise the benefits to countries as a marketing tool based on the current informal practice to encourage further interest in IUPAC in the organizations/group/universities who actively coordinate an IUPAC Affiliate Member program and/or the IUPAC Company Associate Program and local chemists.**

- The EC approved the recommendation to adopt a new category “Associate National Organizations” and continue promoting the benefits of coordinating the IUPAC Affiliate Member program and the IUPAC Company Associate Program.

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It should be recalled that Mr. Humphris raised the question of the costs of AMP membership to chemists in developing countries at Council where the AMP subscription may be significantly greater than that for their national chemistry society. We have for some years offered Sponsored AMP membership to chemists in developing countries. This free membership has led to anomalies where we have paying members and sponsored members in the same country. There is no evidence that this category leads to any real engagement and it is particularly troublesome for the Secretariat to administer. The definition of developing countries is itself fraught with difficulty and is not used by the UN any more. The World Bank income categories (GNP per capital) would be more helpful especially in identifying the High Income Countries

[https://en.wikipedia.org/wiki/World\\_Bank\\_high-income\\_economy](https://en.wikipedia.org/wiki/World_Bank_high-income_economy) .

Our recommendation is that we simplify matters by:

- closing the Sponsored AMP scheme for 2020 onwards
  - charging the current AMP fee through the current NAOs coordinating the scheme.
  - For the recognised emerging economies Brazil, Russia, India, China and South Africa (BRICS) we should undertake a review of subscription rates with the adhering organisation (or former adhering organisation Brazil) as a basis for recommending change at the Montreal Council.
  - For the provisional Associate National Organisations we would offer the scheme through a national coordinator at a discounted rate \$15 per annum for countries except those in the World Bank high income category. The fee would be shared 50/50 with IUPAC. In High Income Countries the full current subscription fee would apply. The objectives would be to provide some benefit/incentive to the coordinating organisation and more meaningful engagement from AMPs in these countries. People are more likely to value something they make some payment for.
  - Applications for AMP membership direct to the IUPAC would continue to be at the current rate. Chemists from lower income countries would be encouraged to work through the national coordinating organisations. Nationality would be defined by country of primary residence and work. Where potential members live/work in more than one country the highest income country would define the subscription rate.
2. **Secondly we recommend that the sponsored AMP category is terminated for 2020 onwards and that we offer a discounted membership (\$15) annual rate to chemists in lower income Associate National Organisation countries. We should confirm the recent email exchanges in relation to this recommendation.**
- The EC approved the recommendation to formally terminate the Sponsored Affiliate Member program for 2020 onwards. A discounted membership of \$15.00 should be offered to lower income Associate National Organization countries.
3. **Thirdly we recommend that we undertake a subscription review in the BRICS countries to make recommendation to Montreal Council on differentiated AMP subscriptions if appropriate.**

The Treasurer and Executive Director will continue working the ANO details in order to propose to Council a replacement of the ANAO program after detailed review of the ability to pay in BRICS countries.



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### **10. IUPAC 100 - CENTENARY PLANNING STEERING GROUP      PROF. GARSON/DR. MCCONNELL**

Prof. Garson and Dr. McConnell joined the EC meeting to provide updates on IUPAC100 activities. They reviewed the Periodic Table of Younger Chemists, the Global Women's Breakfast (GWB) and the Periodic Table Challenge. They noted that the Global Women's Breakfast would continue in 2020 and work is currently in progress to develop the website, theme and date. The GWB2020 will actively seek sponsorships and develop a longer-term project proposal for continuation of the GWB.

### **11. INTERNATIONAL YEAR OF THE PERIODIC TABLE      PROF. TARASOVA/PROF. BRETT**

#### 11.1 FINANCIAL REVIEW

An overview of the finances of IYPT, as of 1 December 2019, was presented by Prof. Tarasova. According to the MC's communication, funds left over will be distributed back on a percentage basis to the sponsors. The Project funds most likely will be fully spent by end of April 2020 (Covers KNCV admin until April for transfer of website and the development of the final report)

#### 11.2 REVIEW AND NEXT STEPS (E.G. WEBSITE ARCHIVING)

Dr. Soby discussed the IYPT2019 website, currently held by KNCV, and the transition to IUPAC in 2020. The website will maintain the current "URL" for archival purposes and will be updated when the final report is completed later in 2020.

### **12. INTERNATIONAL YEAR OF THE BASIC SCIENCES FOR DEVELOPMENT 2022      PROF. BRETT**

Prof. Brett discussed the IYBSD and possible MOU with IUPAP for partnership. The draft document is included in the Agenda book for review.

### **13. DIVISION EMERITUS FELLOWS AND OTHER RECOGNITION MECHANISMS**

**PROF. HARTSHORN**

Prof. Hartshorn discussed the Emeritus fellow program. The EC was asked to approve a proposal to extend Division Emeritus Fellows (currently approved by Council for Divisions I, VII, and VIII) to other IUPAC Divisions to harmonize the program across all Divisions. The EC discussed the Emeritus fellow extension of Division and questions regarding the extension to Standing Committees ensued. This initial outreach of this was directed to only the divisions.

- The EC approved the proposal to extend Division Emeritus Fellows to other IUPAC Divisions in order to harmonize the program.

He proposed the question of whether there should be a working group to examine the more general issue of recognizing service to IUPAC? The discussion regarding this ensued regarding the possible overlap with the Review Group's work, timing of possible recommendations.

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Recognition of volunteers and their service is important however it may be part of the review group's recognition and it was decided to put a hold on a working group to examine this. Richard will reach out to the Division Presidents and Standing Committee Chairs to develop a recognition plan for outstanding members of their organizations.

#### **14. ROSTERS FOR DIVISIONS AND STANDING COMMITTEES**                      **PROF. HARTSHORN/PROF BRETT**

Rosters for the Division and Standing Committees were presented to the EC for the approval of those whose compositions were delegated to the Executive Committee for ratification. Prof. Tarasova noted that the National Representative for Russia on CCE should be updated to Dr. Denis Zhilin. Notification was sent via email on 13 December 2019 after the Roster was prepared. The EC approved this change as requested by the National Committee of Russian Chemists.

- The EC approved the requested exceptions to the Divisions and Standing Committee
- The EC approved the Division Committee Rosters that were delegated to the EC for exceptional circumstances.

#### **15. ROSTERS FOR BUREAU COMMITTEES FOR 2020-2021**    **PROF. ZHOU**

Status on membership of Bureau committees was presented by Prof. Zhou. The proposed membership was in the Agenda book for reference.

#### **16. REPRESENTATIVES "ON" ORGANIZATIONS**    **PROF. ZHOU/PROF. HARTSHORN**

A listing of volunteers and staff members to serve as IUPAC representatives on organizations whose work complements IUPAC's activities was presented to the Executive Committee for approval.

- The EC approved the proposed IUPAC Representatives "ON" other organizations for both the IUPAC and Division representatives.

#### **17. 2019 GA/CONGRESS, PARIS, FRANCE**    **DR. SOBY /PROF. HARTSHORN**

##### 17.1 FEEDBACK ON ELECTION PROCESS AND GA SCHEDULE

Dr. Soby discussed the feedback received on the election process was primarily focused on communication and engagements between the Secretariat/Officers and articulating responsibilities of the Division Presidents (involvement in the process), the Nominating Chairs, the development of TM ballots as well as clarity on eligibilities. (S&B)

Timelines were followed by the NAOs for their nominations. However, once received the internal mechanisms and timing/deadlines were problematic and delays occurred.

The GA Schedule feedback will be incorporated into the Montreal 2021 GA with the early ICTNS meeting (well received, but expensive). Room conditions, breaks, and other complaints are being addressed with the Canadian organizers.

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### 17.2 WCLM

**PROF. OBER**

Following a review of the Paris WCLM activity, Prof. Ober, Prof. Hartshorn, Dr. Meyers and Dr. Soby met to draft a proposal for the WCLM in Montreal. This will be discussed in 18.3. YOs and RYOs engagement

One major issue of the Young Observer/RYO engagement was the registration system (for all registrants). The other major issue was not having a clear, articulated program/brochure that outlines what a Young Observer is able to participate in, etc.

### 18. 2021 GENERAL ASSEMBLY & CONGRESS, MONTREAL, CANADA

**DR. SOBY**

#### 18.1 SITE VISIT REPORT

Dr. Soby updated the EC on the Montreal site visit in October 2019.

#### 18.2 GA SCHEDULE

The GA 2021 schedule will mostly mirror the Paris schedule with the following changes:

- There will be an Awards Ceremony for ALL awards (Congress and GA and CSIC) including Poster prizes from the Congress. Thus, the IUPAC-Solvay Awards, IUPAC-NHU Awards, Division VII Poster Prizes among others will be presented. This ceremony will be open to all and followed by a dinner reception.
- This could potentially impact attendance of the Award winners (above) but we have ample time to plan for this.

#### 18.3 WCLM 2021

Key highlights of the plan for 2021 are as follows:

- The WCLM should be an Executive Committee responsibility with high level of engagement.
- The focus of the WCLM should revolve around the SDG's and a theme of Chemistry for Society.
- The Purpose of the WCLM: Engagement of CEO's (Board Level) from global Chemical companies (perhaps related industries) to discuss the role that THEY see IUPAC can play in furthering the relationship with society as well as addressing the issues they see as priorities.
- Building and maintaining relationships between IUPAC and Industry is a key outcome of the WCLM.
- Pre-WCLM meeting: time and place to meet before the WCLM
  - Breakfast with IUPAC Executives and leaders with CEOs.
  - Engagement of a speaker for the kick-off.
- WCLM Session:
  - Panel discussion with key CEOs and IUPAC representatives

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- Discussion moderated with prepared topics and questions agreed upon by both IUPAC and CEOs.
- Include audience to pose questions to the panel for a dialogue

The Executive Committee was asked to discuss the proposal and provide input.

#### 18.4 APPLICATION FOR ENDORSEMENT AND SYMPOSIA

The application for the Montreal 2021 is in the agenda book and a list of symposia provided for inputs and review. The Application will be forwarded to the Bureau following the EC meeting. No comments were made.

#### 18.5 SPONSORSHIP/FUNDRAISING

### 19. IYCN DEVELOPMENTS

**DR. SOBY**

Dr. Soby discussed the work of IYCN stating that they are now actively engaged with IUPAC in the following:

- IUPAC is providing a separate bank account under the IUPAC accounts in order for IYCN to manage their funds and sponsorships.
- IUPAC has set up a Stripe account for IYCN to provide invoices for incoming funds. IUPAC reconciles this account on a monthly basis and advises on bank balances.
- IYCN falls under the IUPAC accounts and thus the US Audit and tax filing.
- Consultation on a number of IYCN issues is ongoing as needed.

### 20. STATUS REPORT ON IUPAC SECRETARIAT

**DR. SOBY**

Dr. Soby updated the EC on a variety of issues, including the website status, social media and its implementation during 2019 for IUPAC100. She updated the list of website editors and staff responsibilities.

A succession plan was presented which included a plan to replace Ms. Linda Tapp upon her retirement.

### 21. CIAAW PRESS RELEASE FOR EC APPROVAL

**PROF. HARTSHORN**

A draft press release from CIAAW was in the Agenda book. EC was asked to approve the release.

- The EC approved the CIAAW Press Release

### 22. IUPAC COMMITTEE FOR ISC

**PROF. TARASOVA/PROF. ZHOU**

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22.1 UPDATE ON ICSU GRANT: "A GLOBAL APPROACH TO THE GENDER GAP IN MATHEMATICAL AND NATURAL SCIENCES: HOW TO MEASURE IT, HOW TO REDUCE IT?"

**PROF. CHIU**

22.2 UPDATE ON ISC: ISC ACTION PLAN FOR 2019-2021

Prof. Tarasova updated the EC on the activities of ISC in the year 2019. ISD Annual report may be found at <https://council.science/annualreport2018>. The ISC action plan may be found at <https://council.science/actionplan>

22.3 ISC: VALUE PROPOSITION FOR IUPAC

### 23. MEMBERSHIP RELATIONS COMMITTEE

**PROF. TARASOVA**

Prof. Tarasova reported on the activities undertaken by the IUPAC MRC in the year 2019.

### 24. PROJECTS IN REVIEW

**DR. SOBY**

22.1 PROPOSALS IN REVIEW

The deadline for submission of new projects from the 2018-2019 budgets has ended. There are currently 11 proposals in review with financial commitment of \$90,750.

22.2 PROJECT AND FINANCIAL REPORT

**DR. SOBY**

The 31 October project and financial report was discussed. Dr. Soby noted the current remaining balance of the current projects (page 27) is \$656,821.

The Executive Committee was asked to approve the removal of project #2015-007-1-020 ICSU from the project report. This project was never started and should be removed from the report at this time.

- The EC Approved removing this project from the EC list of projects.
- The EC is asked to appoint a project manager for all projects contained within the EC as a matter of oversight of the EC strategic projects.

### 25. EVALUATION COMMITTEE UPDATE

**PROF. BRETT**

### 26. IUPAC-IUPAP COOPERATION

**PROF. TARASOVA**

Prof. Tarasova informed the EC of the status of the IUPAC-IUPAP relationship. She discussed the proposed MoU terms regarding collaboration and interaction with IUPAP.

- The EC discussed the terms of the MoU and plans forward towards formalizing the MoU
- Natalia will communicate with IUPAP regarding the input questions
- Lars Ohrstom will be the key negotiator with Richard Hartshorn to formalize the MoU

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**27. THE PHOSAGRO PROJECT**

**PROF. BRETT**

Chris is now on the Jury of the project. Signing of the project was late at UNESCO therefore publications were also delayed. Jury met in September and decisions made in November. Publicity is very good for this program.

**28. INCHI TRUST**

**PROF. HARTSHORN**

A report on the InChI Trust and its activities was provided to the EC for information. The essence of the report is that IUPAC has a fundamental role in InChI Trust and is tied to Division VIII and CPCDS. Richard discussed that there were some issues in communications between both organizations, but work is in process for improving the situation.

**29. OPCW**

**PROF. HARTSHORN**

A broader interaction with OPCW is being developed. Analytical, Environmental, Education, and Nomenclature collaborations are developing using groups that were assembled following the impromptu meeting at the General Assembly. These are being led by: Zoltan Mester, Hemda Garelick, Jan Apotheker, and Ed Constable, respectively. These groups will work to build separate liaisons with different parts of OPCW. Increased overlap with OPCW people is the objective, given past difficulties in maintaining collaborations due to turnover in both organizations. Chris Brett discussed his meeting and connections during his visit to OPCW and challenges in OPCW. He mentioned his conversation with OPCW Secretary General regarding what OPCW sees for IUPAC and how we can assist better. One area of interest is the education of Science Diplomats in chemistry-related issues.

Christopher Brett will attend OPCW and will give a speech on an annual basis (as President of IUPAC). Next year's meeting will be put into his calendar. This tradition should be continued for all IUPAC Presidents to continue the relationship with OPCW

**30. CONFERENCE ENDORSEMENT/SPONSORSHIP PROGRAM**

**DR. SOBY**

**30.1 RATIFICATION OF ENDORSEMENT/SUPPORTED SYMPOSIA**

For the time period of October 2018 to November 2019, there were 4 supported conferences and 27 IUPAC Endorsed conferences approved.

- The EC ratified the conference endorsements as of 30 November 2019.

**31. ACTION ITEMS FROM PREVIOUS MEETINGS**

**PROF. HARTSHORN**

The cumulative action items from previous meetings were discussed. The Gender Gap project with Mei-Hung action item should be put on hold.

**32. NEXT BUREAU MEETING**

**DR. SOBY/PROF. ZHOU**

**33. DATES AND PLACE OF 2020 EXECUTIVE COMMITTEE MEETING**

**PROF. ZHOU**

157th MEETING OF EXECUTIVE COMMITTEE

APPROVED MINUTES

**34. ANY OTHER BUSINESS**

**ALL**

**18:00 ADJOURN**