

Executive Council Minutes — 3 October 2019

3 October 2019
37 Caledonian Road, London, N1 9BU;
Seminar 1-3, Institute of Physics, London, UK
15:30 – 17:00

In Attendance:

1	Michel Spiro	President-Designate
2	Bruce McKellar	Past President
3	Rudzani Nemutudi	Associate Secretary General
4	Kwek Leong Chuan	Deputy Secretary General
5	Monica Pepe-Altarelli	Vice-President at Large (Centenary)
6	Silvina Ponce Dawson	Vice-President at Large (Gender Champion)
7	Nithaya Chetty	Vice-President at Large (New Members)
8	Vitaly Kveder	Vice-President at Large (Outreach)
9	Rahul Pandit	Chair & Vice-President from commission chairs (C3)
10	Rolf Haug	Chair & Vice-President from commission chairs (C8)
11	Laura H Greene	Chair & Vice-President from commission chairs (C10)
12	Claes Fahlander	Chair & Vice-President from commission chairs (C12)
13	Roberto Nardi	Chair & Vice-President from commission chairs (C14)
14	Sun Han	IUPAP
15	Maitri Bobba	IUPAP

*** As prescribed by the Statutes the word “Council” is used as a shorthand way of referring to “Executive Council”*

Decisions made by the Executive Council, with agreed actions and responsibility for those actions.

The decisions and actions are numbered according to the agenda of the meeting of the Council and Commission Chairs.

The Executive Council received the recommendations of the meeting of the Council and Commission Chairs, made decisions on those recommendations, and assigned responsibility for actions as set out below

1. Welcome by President

Resolution:

IUPAP receives with regret the resignation of President Kennedy Reed. In accepting this resignation, IUPAP records its appreciation of his 17 fruitful years of service for IUPAP, first in C13, then representing IUPAP in ICSU and culminating in his term as President Designate and President. We wish him well in his future, and will find ways in which IUPAP can be a part of that.

Noting that, if the President is unable to serve the President Designate shall assume the Presidency, we welcome Michel Spiro as the President of IUPAP.

Kennedy Reed has served IUPAP for seventeen years.

He received his PhD from the University of Nebraska in 1976 in theoretical atomic physics and is known for his work on electron atom and atom collisions, particularly those relevant to high energy and high density plasmas. He retired two years ago from the Atomic Theory Group at the Lawrence Livermore Lab, where he was working on physics of interest to the laser fusion program. He has been recognised for his work with, and co-founding of, the National Physical Science Consortium which provides fellowship for women and minority PhD graduates, by the 2009 Presidential Award for excellence in Science, Physics and Mathematics mentoring. He also received the 2003 John Wheatly award for the promotion of physics research education in Africa.

He started his work with IUPAP as a member of C13 in 2002, and was the Chair of C13 in 2008-2011. He attracted the first ICSU grant with IUPAP received. He was then elected as the IUPAP nominee to the ICSU Executive Board, and in that capacity served on the ICSU committee for their Regional Office for Africa.

He was elected as IUPAP President Designate in 2015 and has been the IUPAP President for the last two years. His work as President was made difficult by his own illness and then the family illness which brought him to the point that he needed to resign. Through this he continued to work as hard as he could for IUPAP. In particular he devoted much energy to establishing the working group on physics and industry, as we will hear later this morning.

We are sad to be losing his talents in this way, and are grateful for the long and fruitful service he has given to us. We wish him strength in the difficult time ahead. He has made an important difference to our Union. In thanks to him we should all work to support and improve IUPAP.

Our statutes say that “if the President is unable to serve the President Designate shall assume the Presidency” I therefore hand the floor to President Michel Spiro.

1. Send resolution with words to Kennedy
2. Send resignation and resolution to Members, and Members of Commissions and Working groups

2. Preliminary Matters

1. Approval of the draft minutes of the previous meeting

Approved, subject to correction of the date

2. Matters arising from the previous minutes -

1. The list of outstanding items

As corrected by the meeting to appear in the minutes, and those still outstanding appended to this list

2. Proposal for an IUPAP Certificate of Appreciation

It was agreed that an

IUPAP award a certificate of gratitude and appreciation to those who have given long and meritorious service to the Union, but have not been a President of IUPAP or a Chair of a Commission or working group.

Long service is defined to be more than 9 years service. Meritorious service is service recognised by the IUPAP Executive Council as having significantly helped IUPAP to achieve and sustain its mission

1. Commissions and Working Groups to be invited to submit nominations of potential recipients to the Executive Council by 1 December

2. Design certificate

3. Report by President

1. NTU has decided not to host the IUPAP office after 31/12/2020. Approaches are being made to both NUS and CERN.
Proposals are expected before the end of this year, which will be considered by the Executive Council. In cases of concern by the potential host, take steps to allay them. Kwek, Monica, Michel, Bruce, Silvina
2. Michel and Bruce have been discussing by phone with Liaisons what they think IUPAP could do better, and what it could do which it is not yet doing. They are particularly keen on finding ways to do joint activities with regional grouping or individual countries
 1. To be explored noting the conflict with the usual IUPAP emphasis on genuinely international activities Michel
 2. To enable reasonable geographic connections that future contacts will be shared between Michel, Bruce, Nithaya and Silvina
3. Given that we now have no President Designate, it was been agreed that the Executive Council will nominate Silvina Ponce Dawson, the current VPL Gender Champion as the next President designate and that she will act in that capacity until the General Assembly
 1. Advise Members, and Members of Commissions and Working groups Office after 1.1, 1.2

4. Revision of Statutes and By Laws

1. Suggested modification to be provided to Bruce before 15 Nov, for inclusion in a revised version to be distributed before Christmas Reminder to C&CC members from office
2. The target is to distribute an agreed version to Members by 1 February 2020 for feed back to Executive Council by 1 May 2020 and return to Members by 1 July 2020 for consideration and adoption at the 30th General Assembly in October 2020 Office
3. Consideration to be given to incorporating default succession arrangements for Commissions with the event that the Chair is unable to continue. Bruce

5. Financial matters:

1. Financial statements for 2018 & 2019
Noted that that the reserve 1,448,015 EUR
2. Report on financial position in 2019
Overspending on C&CC noted 2018, but partly balanced by underspend on secretariat 2018
3. Proposed budget for 2020
Budget **approved**, noting that the triennial budget deficit is 10659 EUR. This is covered by the contingency allowance of 21000. More over our 2018 income was almost 60000 more than we budgeted, and it seems likely that we will at least reach our budget income in 2019, so we do not expect to be in actual deficit at the end of 2020.

6. Member matters

1. Strategy regarding New Members
Extensively market and publicize the Union
Especially to non-member countries
Involve non-member physicists in affairs of the Union (potential champions)
Signing ceremonies or visits

7. Discuss management of YSP candidates in interdisciplinary fields

To be presented at the 2020 C&CC Silvina

8. Working Groups

1. WG2 – Communication in Physics (Jens Vigen)
IUPAP needs to define a position on Open Science, Jens, Bruce, Laura
2. WG5 – Women in Physics (Gillian Butcher)
Noted the preliminary report on the Gender Gap project, and look forward to more analysis
3. WG16 – Introduction of Chair (K S Narayan)
Finalise the membership Michel and Narayan, consulting with Kennedy, for all items
Finalise the mandate
How to connect companies to IUPAP

9. Relations with Unions

1. ISC matters
Gender Gap
2. IYBSD matters
Highly likely to be UNESCO approved
3. IYPT matters
Account of activities to be provided to Bruce by 15 November
4. SESAME
5. Others

10. Conferences

1. Rudzani's list approved as in Appendix 4
2. Budget allocation to be advised Agreed as below:

2020 Conference Allocation (Agreed Version)

	Number of Conferences	Amount of Grant Per Conference	Total Amount Requested	Total Amount Budgeted
Type A	6	€ 12 000	€ 72 000	€ 195 000
Type B	17	€ 7 000	€ 119 000	
Type C	6	€ 0	€ 0	€0 000
Type D	4	€ 7 500	€ 30 000	€ 28 000
TOTAL	33		€ 221 000	€ 223 000
		BUDGET	€ 223 000	
Conference Deficit/Surplus =				€ 2 000

- 2020 Conference Recommendations to the Council meeting in London, UK Oct 2019
- €07 500 Conference grant for each type A
€04 500 Travel grant for each type A
€07 000 Conference grant for each type B
€07 500 Grant for each type D
- Financial allocation per conference category guided by revised conference budget allocation of €(195 + 28)000 = €223 000 for 2020. Assuming the above recommendations accepted: Savings = € 02 000

3. Need to more carefully define Endorsement Rudzani and Bruce to define and rewrite the website

11. Communications

Distribute newsletter to potential new members Office

12. Commission Matters

1. Freedom of movement of data

Statement from Heidi (Appendix 3) to be reviewed and circulate for Council approval ISC and IAU to be connected Officers next Zoom meeting

2. draft for new Commission Chairs from Heidi see appendix 2

Add to what is distributed before nominations are called Offices, finalise before nominations

3. Approval of IUPAP representatives to AC2 from report

Approved

4. C13

Approval by Council of the award of the 2020 IUPAP medal to Professor Paul Wofo from the Department of Physics at the University of Yaoundé I in Cameroon, as described in the C13 report. Approved

Need to check direct link to world bank website re developing countries Kwek

13. GA dates

Check with China on dates with extra day: Office, the following dates have been agreed by China

8th Oct – Officers meeting

9th Oct – C&CC meeting

10th Oct – C&CC meeting

11th Oct – C&CC meeting

12th Oct – General Assembly Day 1

13th Oct – General Assembly Day 2

14th Oct – General Assembly Day 3

and check on email availability: Bruce, EnGe

A timeline for announcements etc was agreed It is

Suggested dates relevant to the General Assembly Process 2020

Given that the GA is 12-14 Oct 2020

Item	From ByLaws	Statutory Date	Agreed Date
Notice of GA*	6 months	12 April	12 March 2020
Agenda	3 months	12 July	12 July 2020
Call for Nominations to LC	6 months	12 April	12 March 2020
Call for Nominations to Comm	6 months	12 April	12 March 2020
Close nominations by LC	4 months	12 June	12 June 2020

Item	From ByLaws	Statutory Date	Agreed Date
Close Nominations by Comm	6 weeks	30 August	30 August 2020
Proposals for Resolutions to close	not specified but leave time to send out agenda as above	—	18 June 2020
Proposals for Agenda Items to close	not specified but leave time to send out agenda as above	—	18 June 2020

14. Nominations

Agreed with changes of dates and remove formula. Distribute to Liaisons for comments, and maybe do a revision before submitting to the GA Bruce, officers Dec 15. To go to Liaisons by Feb 1

15. Centenary

1. Centenary symposium at CERN Science Gateway

- Monica et al to propose names where they are missing
- Leaflets for conferences to be produced — back page by the WG, front page by commission chairs Rudzani, Kwek to advise how it will happen by 31 October
- Centenary book: Look further Laura and Monica, and Ramin
- 2022-2023 Conferences to be used to publicise the Centenary, and labelled Centenary. Note to Commission Chairs now and in 2020 and in 2021, as 2022 conferences already being decided. Office
- Conferences, and satellite events to publicise and be part of centenary. Action by Commissions and members
- Use members for publicity
- Possibility of using webinars
- Use social media
- Promote local activities to members
- Archive documents and digitise to go on website. Kwek
- Revise/remake website to incorporate Centenary. Silvina

2. IUPAC

Invite President to GA 2020 Michel, EnGe

3. IAPS

- Invite President to GA 2020 Michel. Invitation sent
- Invite President to GA Michel Invitation sent Involve young scientists more in IUPAP, questions to YSP awardees Commission Chairs to ask their YSP awardees, note from Office

4. ISC

Invite President to GA Michel Invitation sent

5. ICO

Consolidate the MOU and follow affiliated Union idea Michel, Bruce, Silvina

16. Any other business

1. International Year of Sound 2020

Endorsed and given right to use IUPAP logo

2. Brazil Presidency

Students losing scholarships, leaving country. Firing of Galvao Request for letter

Review letter (draft received 4 Oct 2019 is Appendix 1, consult liaison and distribute to Council, then send and post on web Officers next Zoom meeting

3. Meeting with Regional Societies

Joint activities on Physics and Development in 2022 Centenary and IYBSD activity Michel, Silvina

Zoom meeting Michel

Thanks to our hosts Michel

ITEMS CARRIED FORWARD FROM 2018

1. Matters arising from the previous minutes outcomes of decisions made at May C&CC

1. To negotiate with NTU for continuing to host the IUPAP Office to end 2023, aiming to conclude negotiations by mid 2019. *Negotiations have not yet started. Retain on action list*

NTU has decided not to continue to host the office from the end of 2020. We are negotiating with the National University of Singapore (NUS), and have also had preliminary discussions with CERN. Retain on the list

2. To ask in the conference report for the names of the officers who advise on harassment issues. *work needed for report form on 2020 Conferences Retain on list.*

Done as appropriate. Retain on list

2. Statutes and By Laws Bruce

It was agreed that the desirability and possibility of determining a legal domicile be investigated and reported to C&CC.

Still open

8.3 WG on Industry

See §8 above

9.3 IYPT Matters

Please tell Bruce of any activities your Commission which could be part of the IYPT so they can be placed on its website **EVERYONE. Office to remind.**

IYPT concludes early December. Provide information to office for report to concluding ceremony

3. Open access and open data?

To approach WG2 to take this up. If membership is to be revised Council to approve **Laura to lead.** *In progress. See WG 2 discussion this meeting. Move to new list*

APPENDICES

1 Draft letter to President of Brazil, received 4 June

To,

THE PRESIDENT OF BRAZIL, **JAIR MESSIAS BOLSONARO**

THE MINISTER OF SCIENCE, TECHNOLOGY, INNOVATIONS AND COMMUNICATIONS OF
BRAZIL, **MARCOS PONTES**

AND

THE BRAZILIAN AUTHORITIES IN SCIENCE AND TECHNOLOGY

The Executive Council of the International Union of Pure and Applied Physics (IUPAP) took place in LONDON, U.K., from 30 of September to 3rd October 2019. The Executive Council meets with the Chairs of our 20 Commissions and 4 Affiliated Commissions to continue the work of the Union between the meetings of our General Assembly.

We learned from physicists working in Brazil, as well as from the President of the Brazilian Physics Society, that Brazil is suffering significant cuts to its science budget, and that this is happening after a long period of an expanding scientific research effort.

Many of our 64 member countries have also experienced economic developments that pushed their governments to make significant cuts to the science budget of their countries. And from those experiences we have learned that it takes a significant period of time to create excellent scientific institutions - the time involved is decades, not years. But the time it takes to disrupt these institutions is much shorter - perhaps one year - when they are hit by dramatic budget cuts. As a result, the skills which have been developed are lost, and the flow of innovation from scientific research to industry is cut off. Young scientists who had hoped to make a scientific career in their home country will go elsewhere, because the market for their talent is world-wide. Due to this disruption to their careers, they will be very reluctant to return to their home country, fearing that it will happen again.

After the expansion of the scientific research effort, in the early 2000s, that was responsible to bring Brazil as the 13th place of scientific production in the world, the more productive science support in Brazil has now contracted to the extent that many research and academic institutions are having difficulty paying for their basic services and maintenance. The dismantling of internationally renowned research groups and a brain drain involving some of Brazilian best scientists will occur. Scientific research will suffer, and as all economies are ultimately built on the talents of its people, the wider economy will also suffer.

The Executive Council appreciates the serious economic difficulties faced by Brazil. However, it respectfully points out that the severity of the budget cuts, personnel reductions, breach of assumed commitments in research grants, international cooperation and serious restrictions imposed by the government will inhibit recovery from those difficulties, and pleads that you reverse these decisions before even more damage is done, and while there is still a chance of recovery. That will avoid squandering the investment that Brazil has made over many years in its scientific and technological capability.

The Executive Council resolved to write to you to explain the effects that these policies will have on the scientific community in Brazil, and how they will seriously jeopardize the economic future of the country. This letter is the implementation of that resolution. It will be published, together

with your reply, on the IUPAP website, www.iupap.org.

2 Duties of Chairs, from Heidi

Here are the formal guidelines

<http://iupap.org/general-assembly/29th-general-assembly/procedure-for-nominations-of-members-to-commissions-and-executive-council/>

What is going to happen:

Over the 3 year term, Commission Chairs should expect to attend several meetings. There will be several IUPAP specific meetings of IUPAP Commission Chairs and in addition, meetings of individual Commissions and possible meetings of Working Groups for which a Commission is the convening body.

The form IUPAP Chairs meetings last 2-3 days and rotate amongst member countries.

IUPAP will generally cover reasonable travel expenses for the IUPAP Commission Chairs meetings but not for travel to the individual Commission meetings unless a formal request for support is made to the organization.

Different Commissions have different methods of carrying out their business. Typical methods are:

- Phone meetings
- Annual meetings at the major conferences for the field
- Standalone meetings as needed

The expected schedule for formal IUPAP meetings is:

- An IUPAP General Assembly in the Fall previous to the beginning of the Chair's term.
- A special meeting of Commission Chairs in the first Spring of their term for orientation.
- An annual Fall meeting of the Commission Chairs in years 1 and 2 followed by the General Assembly meeting in the Fall of year 3.

Commission Chairs are expected to prepare a formal report of the activities of their Commission for each Fall meeting. National liaison committees may also require a report. A 3 year report is expected for the General Assembly.

Assuring a smooth transition to the next leadership is important. In most Commissions it is expected but not required, that the Vice Chair or Secretary will be the next Chair. For this reason, the Vice Chair and Secretary (and, if different, the next Chair-Designate) should be included in decisions and correspondence to assure that they are fully aware of the operations of the Commission. The Commission should also be thoughtful in nominating new members and officers to ensure a strong group of future officers.

Each Commission has access to a very small (~1000 EU) annual budget that may be accessed by application to the President and Secretariat. The most common use of these funds is to support the travel of Commission members from developing countries to Commission meetings.

3 Freedom of movement of Data

Physics more and more involves international collaborations that share in the construction and operation of common apparatus and analysis of the data that results. Such collaboration is most successful when collaborating scientists have unimpeded access to both the physical apparatus and to the data that has resulted from their efforts. We observe a disturbing trend of restriction of access to facilities, shared data and methods of communication. While nations have legitimate needs to protect their critical facilities and computing systems, they also have a responsibility to find ways to maintain access for international scientific collaborators.

4 Approved Conferences

Comm. No.	Type	Name	Acronym
C13	D	ADvanced African school & workshop on Multifunctional Ferroic Materials	ASWMFM2020
C2	B	The International Conference on Precision Physics of Simple Atomic Systems	PSAS 2020
C11	B	LHC Physics (LHCP) Conference	LHCP
C4	B	21st International Symposium on Very High Energy Cosmic Ray Interactions	ISVHECRI 2020
C12	B	Advances in Radioactive Isotope Science	ARIS
C11	B	XXIX International Conference on Neutrino Physics and Astrophysics	Neutrino 2020
C16	A	International Congress on Plasma Physics	ICPP 2020
C13	D	The 6th Biennial African School of Fundamental Physics and Applications	ASP2020
C13	D	6th African School on Electronic Structure Methods and Applications	ASESMA-2020
C18	B	16th International Conference on Integral Methods in Science and Engineering	IMSE 2020
C15	A	The 27th International Conference on Atomic Physics	ICAP
AC1	B	15th International Conference on X-ray Microscopy	XRM2020
C14	B	World Conference on Physics Education 2020. Subtitle: Innovating physics education: From teacher education to school practices.	
AC4	B	18th Asian Oceanian Congress of Radiology 2020	AOCR
C11	A	International Conference on High Energy Physics	ICHEP
C20	B	XXXII IUPAP Conference on Computational Physics	CCP 2020
C8	A	International Conference on Physics of Semiconductors 2020	
C5	A	The 29th International Conference on Low Temperature Physics (LT29)	LT29
C5	B	Frontiers of Low Temperature Physics - (International Conference on Ultralow Temperature Physics 2020)	ULT2020
C2	B	2020 Conference on Precision Electromagnetic Measurements (CPEM 2020), organized jointly with the 2020 NCSL international workshop & symposium	CPEM 2020
C17	B	11th CIRP Conference on Photonic Technologie	LANE 2020
C15	B	20th International Conference on the Physics of Highly Charged Ions	HCI 2020

C9	B	Trends in Magnetism	ICTM
C4	B	9th VLVnT (Very Large Volume neutrino Telescopes)	VLVnT
C13	D	The Third African Synchrotron Light Source Conference (AfLS3) : towards a brighter future	AfLS3
AC1	A	The 25th Congress of the International Commission for Optics (ICO-25) and the 16th Conference of International Society on Optics Within Life Sciences (OWLS-16)	ICO 25
C12	B	16th Nuclei in Cosmos Conference	NIC
C11	C	XXV International Baldin Seminar on High Energy Physics Problems	ISHEPP 2020
C12	C	XV Hadron Physics 2020	
C4	C	European Cosmic Ray Symposium	ECRS
C6	C	Crystallographic School in South Africa: Data Collection to Structure Refinement and Beyond	CCP4
C11	C	International Conference on Technology & Instrumentation in Particle Physics	TIPP

5 2018 to do list

Report to 2019 C&CC meeting on actions agreed to be taken at Executive Council Meeting, 3 October 2018

Comments in red are the actions decided on 3 October 2019

Comments in blue are the report to the C&CC meeting of the statuses of those actions

1. Matters arising from the previous minutes outcomes of decisions made at May C&CC

1. The agreement between IUPAP and IUPAC *to be published in November issue of Progress in Pure and Applied Chemistry* It was further agreed that this agreement be publicised during the IYPT. *in progress, Retain on list. Done as appropriate Remove from list*
2. To provide strong IUPAP support to the LAAAMP and the Gender gap ICSU projects to make them a success *In progress, reports are on agenda. Retain on list Done as appropriate. Retain on list*
3. To ask in the conference report for the names of the officers who advise on harassment issues. *work needed for report form on 2020 Conferences Retain on list. Done as appropriate. Retain on list*

2. Statutes and By Laws Bruce

It was agreed that the desirability and possibility of determining a legal domicile be investigated and reported to C&CC. *Still open*

3. Membership Strategy

1. **Officers and VPL Members** It was agreed the a group should be set up to develop a questionnaire of members, to be agreed at the 2019 C&CC meeting, the results of which are to be reported to the 2020 GA. *Next phone meeting. Given evidence from lack of response of liaisons to email questions the presidents decided to gather opinions of members by phone conversations with liaisons. In progress. A common opinion is that*

IUPAP is constrained by its budget, and should seek more financial resources, but not from members, to improve support of conferences and commissions.

2. **VPL members and outreach** A one page flyer summarising IUPAP, its achievements, its activities and its goals be prepared for distribution at all IUPAP sponsored conferences in 2019, and placed on the IUPAP website. **Message to Vitaly Bruce. See comments on centenary**
- c. Those with presentations to provide them to the office A powerpoint presentation about IUPAP to be used as a basis for presentations made at conferences and meetings to introduce IUPAP. **Kwek to coordinate done but could always be updated**

4. Interdisciplinary YSP

A group whose members are Silvina Ponce Dawson, and those she adds to the group, was formed to develop a proposal to C&CC for future action on this. **In progress. Retain on list**

5. Commission Matters

Commissions may propose additional Associate members for approval, giving reasons for the nomination, and these will be determined by Council by email vote **done as requested Retain on list**

6. Working Groups

1. Waterloo Charter

1. **Silvina** The charter in your papers is a draft at this stage. Comments on the draft should be provided to Silvina on between now and the end of the year. **Office reminder. See papers for this meeting**
2. The target is to have 2019 C&CC approve a version of the document which can be distributed to members and be approved by a resolution at the 2020 GA

2. WG on Industry

1. All are asked to provide suggestions regarding possible Chair and members to the President. **Office to ask for suggestions from C&CC and IUPAP members, to be sent by email to the President cc to office before end 2018.**
2. This working group will be charged to report to the 30th General Assembly with recommendations on how IUPAP can strengthen its connections with physicists working in industry, and with industries which make strong use of physics to develop and deliver their products.
3. Chair and President to propose the members to Council for approval. **In progress**

7. Interaction with other bodies

1. IYPT matters

Please tell Bruce of any activities your Commission which could be part of the IYPT so they can be placed on its website **EVERYONE. Office to remind. IYPT concludes early December. Provide information to office for report to concluding ceremony**

8. Procedures for nominations for GA slates

Comments will be received until the end of the year and a revised document will be distributed soon after. Even if you made a comment on the meeting please repeat it by email. Office to ask, Bruce to collect, revised in discussion with officers. **Bruce to draft request and office to send.** Note that if procedures are to be changed to be implemented at 2019 C&CC meeting, Council needs to agree and approve by 1 March at the very latest. **Agreed that changes before the 2020 GA were not possible in the time available. On agenda for October 2019**

9. IUPAP Centenary

1. Please advise Monica of a Commission member who would join the working group Commission Chairs. Office to remind and request cc to office **Done, but members need to be active**
2. Link the marketing requirements of the Centenary and the Membership drive in order to avoid duplication of effort VPL Outreach with assistance from Centenary, Members, **done, but in progress**

10. Relations with other Unions and Associations

- a. IAPS

Michel authorised to continue discussions on establishing a formal relationship with IAPS. First letter sent. **In progress**

11. Other business

1. Open access and open data?

To approach WG2 to take this up. If membership is to be revised Council to approve **Laura to lead.** **In progress. See WG 2 discussion this meeting. Move to new list**