

As at 2-May-18

Draft Outline Agenda and Schedule
Meeting of the IUPAP Executive Council,
Commission and Associated Chairs Meetings

Nanyang Executive Centre,
60 Nanyang View
Nanyang Technological University (NTU),
Singapore 639673

- 2 May 2018: C1 meeting (1530 to 1730) and
Welcome Reception(1830 to 2130)
- 3 May 2018: C&CC meeting (0900 to 1730) and
Banquet (1900 to 2145)
- 4 May 2018: C&CC meeting (0900 to 1600),
Executive Council Meeting (1615 to 1815) and
Informal dinner (1830 to 2145)

2 May 2018

Meeting 1

C1 Commission on Policy and Finance
Nanyang Executive Centre, Level 4 meeting room
1530 to 1730

Attendees: members of C1

- Past-President
- President-Designate
- Associate Secretary General
- Deputy Secretary General
- Vice-President at Large (Centenary)
- Vice-President at Large (Finance)

Meeting to review the matters to be discussed at the C&CC meeting and the conduct of that meeting

Reception for all C&CC participants

Function Hall 1, Level 3
Nanyang Executive Centre
1830 - 2130

Meeting 2
Executive Council and Commission Chairs
Nanyang Executive Centre, NTU, Singapore
3 – 4 May 2018

Day 1
Thursday, 3 May 2018
Orchid Room, Campus Clubhouse
9:00 AM – 6:00 PM

Item	Time	Subject
<i>The opening ceremony will take place at the Orchid Room and then the meeting will move to Function Hall 1 for the reminder sessions.</i>		
	9:00 AM	Guests to be seated in the Orchid room for Opening
	9:05 AM	Welcome by Deputy Secretary General, Prof Kwek Leong Chuan
	9:10 AM	Welcome by Prof Michael Khor Director, Research Support Office & Bibliometrics Analysis, Presidents Office, NTU, NTU
	9:15 AM	Welcome by Prof. Michel Spiro, President-Designate IUPAP and introduction to IUPAP and members of the new team
	9:30 AM	Address by Prof. Tit Meng Lim, Vice-President of the National Academy of Science, Singapore on science research in Singapore
	9:40 AM	Address by Prof. Rainer Dumke, Deputy Head of the Division of Physics & Applied Physics, NTU on physics research in NTU
	9:45 AM	Overview by Prof. Rajdeep Singh Rawat, President of the Institute of Physics, Singapore
	9:50 AM	TEA BREAK
<i>Move over to Function Hall 1 for remainder of the sessions</i>		

Day 1
Thursday, 3 May 2018
 Function Hall 1, Level 3, NEC

Item	Time	Subject	Documents
1	10:50 AM	Welcome by President-Designate	
2	11:00 AM	Approval and adoption of the Agenda	Agenda
3	11:05 AM	Introduction of Members	List of Members
4	11:15 AM	Detailed introduction to IUPAP (Past President, Bruce McKellar)	
5	11:25 AM	Report on the Singapore office – (Deputy Secretary General, Kwek Leong Chuan)	Sec Gen Report
6	11:35 AM	Resolutions from General Assembly	Resolutions to GA
7	12:30 PM	a) Minutes of the previous C&CC meeting & Matters arising b) Confirmation of decisions made electronically after the GA	C&CC 2017 Minutes Approvals after GA
	1:00 PM	LUNCH	
8	2:00 PM	The role and operation of Commissions a) Introduced by a former Commission Chair & two former Vice-Chairs, Peter Mohr, Minh Quang Tran, and Laura Greene b) Comments by the Past President regarding Members and Associate Members of Commissions	
	3:30 PM	TEA BREAK	
9	4:00 PM	Commission Matters a) Procedures 1. Procedures for reviewing and changing the mandate 2. Procedures for establishing the next Commission b) Nominations for the next chair to be called for at the second C&CC 2018 and close by May 2019 – decisions to be recommended to GA at C&CC 2019 1. Draft resolution regarding the balance of the formal chairs of the IUPAP commissions c) Location & dates for next C&CC (late 2018) and 2019 to be discussed	

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Item	Time	Subject	Documents
10	5:00 PM	Procedures for Sponsorship and Endorsement of Conferences (Associate Secretary General, Rudzani Nemutudi) - Rudzani Nemutudi to introduce the procedures and to answer questions about the procedures as described on the web page	
11	5:30 PM	Financial Matters Vice President (Finance) Enge Wang a) Report on 2017 financial position – Bruce McKellar b) Approved Budget 2018, Indicative budget 2019&2020 – Vice President (Finance) Enge Wang It is recommended that Council approve the 2018 budget, and regard the following years as indicative. The budget for each year is to be approved at the Council meeting in the previous year. We will review and approve the 2019 budget at the next C&CC meeting in October. c) Members with dues in arrears	Financial statements Budget proposal Membership
	6:00 PM	C&CC Adjourns for the day	
	7:00 PM	Meet bus for transfer to dinner at Guest Wing Lobby	
	7:15 PM	Bus departs for Banquet - Tanglin Club, 5 Stevens Road, Singapore	
	9:45 PM	Bus departs for NEC after Banquet	

Day2
Friday, 4 May 2018
 Function Hall 1, Level 3, NEC

Item	Time	Subject	Documents
	9:00 AM	Review of Day 1	
12	9:30 AM	Membership issues a) Vice President (New Members) Nithaya Chetty will present a position paper on recruiting and retaining members b) Special cases — Ethiopia, Guinea, Vietnam and ASEAN countries to be discussed	Current members
13	10:00 AM	Communications a) IUPAP internet 1. YSP nominations and declarations – quarterly lock-in b) Newsletter	Newsletter
	10:30 AM	TEA BREAK	
14	11:00 AM	Commission and Affiliated Commissions • Reports	Commission Reports Affiliated commission reports
15	11:30 AM	Working Groups a) Reports b) WG on Industry (WG16) — progress report	Working group reports
16	11:45 AM	ICSU matters a) ICSU Grants (focus on activities in the last 6 months) 1. LAAAMP report (C13 Chair) 2. Gender Gap (Gender Champion) b) The progress of the ICSU and ISSC merger, creating the International Science Council, ISC	LAAMP report
17	12:15 PM	Relations with other Unions a) International Association of Physics Student (IAPS) 1. Discuss possible collaboration (outreach, education, etc) b) IUPAC and The International Year of the Periodic Table (IYPT) The past president c) Other relations, IMU, IAU, IUMRS	IAPS report

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Item	Time	Subject	Documents
18	12:45 PM	Gender Matters - The Gender Champion (Silvina Ponce Dawson) - Report on activities of the last 6 months - Including proposal for number of women members of Commissions, women officers, and Women in the IUPAP leadership - Review and discuss the wording for the 'Declaration of Principles' (current draft)	Gender Matters report http://wgwip.df.uba.ar/Waterloo%20Charter_Ver7.pdf
	1:15 PM	LUNCH	
19	2:00 PM	Bids to host GA 2020 Members will be invited to submit expressions of interest in hosting the 2020 General Assembly. Draft of the letter XXXXX Discussions will be held with those interested in hosting the 2020 General Assembly, and will be reported to the 'October' 2018 C&CC meeting.	
20	2:15 PM	IUPAP Centenary — The Vice President (Centenary) Monica Pepe-Altarelli	Centenary Report
21	3:00 PM	International Year for Basic Sciences and Development (IYBSD)	IYBSD Report
22	3:15 PM	Other business	
	3:30 PM	Review of meeting and future procedures	
	4:00 PM	Close of C&CC meeting, Break for members of C&CC who are not on the Executive Council	
		TEA BREAK	
	4:15 PM	Executive Council Meeting <ul style="list-style-type: none"> To consider decisions proposed by C&CC meeting and resolve on them To consider future actions and assign responsibility for them 	
	6:30 PM	Meet bus for transfer to dinner at Guest Wing Lobby	
	6:45 PM	Bus departs for Informal dinner hosted by IUPAP - Kinara @ Boat Quay, 57 Boat Quay, Singapore	
	9:45 PM	Bus departs for NEC after Dinner	