

Draft Minutes of the C&CC Meeting — 1-2 October 2018

To be confirmed by the next C&CC meeting

Day 1 – 2 October 2018
A101 Hall, Center for Physical Sciences & Technology (FTMC)
Sauletekio Ave 3, Sunrise Valley, Vilnius, Lithuania
10:30 – 18:30

In Attendance:

1	Kennedy Reed	President
2	Michel Spiro	President-Designate
3	Bruce McKellar	Past President
4	Rudzani Nemutudi	Associate Secretary General
5	Kwek Leong Chuan	Deputy Secretary General
6	Wang Enge	Vice-President at Large (Finance)
7	Monica Pepe-Altarelli	Vice-President at Large (Centenary)
8	Silvina Ponce Dawson	Vice-President at Large (Gender Champion)
9	Nithaya Chetty	Vice-President at Large (New Members)
10	Peter Mohr	Chair (C2)
11	Rahul Pandit	Chair(C3)
12	Sunil Gupta	Chair (C4)
13	William P Halperin	Chair (C5)
14	Ramin Golestanian	Chair (C6)
15	Rolf Haug	Chair & Vice-President from commission chairs (C8)
16	Kai Liu	Secretary (C9)
17	Laura H Greene	Chair & Vice-President from commission chairs (C10)
18	Heidi Schellman	Chair (C11)
19	Joachim Stroth	Vice-Chair (C12)
20	Kuijuan Jin	Vice-Chair (C13)
21	Roberto Nardi	Chair & Vice-President from commission chairs (C14)
22	Roberto Rivarola	Chair (C15)
23	Minh Quang Tran	Chair (C16)
24	Tsuneyuki (John) Ozaki	Chair (C17)
25	Bruno Nachtergaele	Chair (C18)
26	David P Landau	Chair (C20)
27	Roberta Ramponi	President (AC1)
28	Beverly Berger	Secretary (AC2)
29	Dorte Hammershøi	Member (AC3)
30	John Damilakis	President (AC4)
31	Rudiger Voss	Observer representing EPS
32	Sun Han	IUPAP
33	Maitri Bobba	IUPAP

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

The C&CC opened with formal introductions and welcome messages. On behalf of the host, Gintaras Valusis (Director for the Center for Physical Science and Technology (FTMC) and Professor in Semiconductors Physics Department of Physics Faculty in the Vilnius University) welcomed all to the Sunrise Valley and described a little bit of the latest happenings at the university. Juozas V Vaitkus (President of the Lithuanian Physics Society) followed by giving a glimpse into the state of physics in

Lithuania and the efforts put in by the society in promoting it further. Warm words of welcome were also given by the Vice-Minister of Education and Science in Lithuania, Dr. Giedrius Viliunas. He spoke passionately of the advances Lithuania has been making in the field of science and science research. He outlined the efforts put in by the government in terms of funding and collaboration in improving science education to match those of leading institutions. Dr Viliunas emphasised that the Lithuanian Government implemented the support of basic research as the foundation on which applications could be built. The President of IUPAP, Kennedy Reed also gave a little introduction into IUPAP and thanked the organisers for hosting the C&CC at FTMC, Vilnius, Lithuania. The guests and C&CC participants mingled during morning refreshments.

1. Welcome by President

Kennedy welcomed all to the meeting and gave a little introduction about himself before explaining his absence at the last meeting. He thanked Bruce and Michel for holding fort and also keeping him updated from time to time about the happenings of IUPAP. Since he and some others were attending the C&CC for the first time with the new team, he requested all to do a brief introduction of themselves for the benefit of all.

2. Introduction of Members

All members present gave brief introductions on their field of work and current positions.

3. Agenda

3.1. Approval and Adoption of the Agenda

The present C&CC members approved the Agenda, after adding the following to the AOB item:

- SCOSTEP
- Neutrino Panel
- African Physical Society
- Letter to President of Argentina

3.2. Apologies

1	Phua Kok Khoo	Secretary General
2	Vitaly Kveder	Vice-President at Large (Outreach)
3	Burkard Hillebrands	Chair (C9)
4	Claes Fahlander	Chair (C12)
5	Sekazi Mtingwa	Chair (C13)
6	Michael Taroudakis	President (AC3)

3.3. Ratification of items approved by email since last meeting

No items to be approved.

3.4. Approval of the draft minutes of the previous meeting

The draft of the minutes was approved after making the following changes:

- Page 4: Correct '2923' to '2023'
- Page 10: Correct the spelling of the name of the President, Kennedy Reed

3.5. Matters arising from the previous minutes

Bruce referred to the 'to-do list' from the paper 3.5.1 Report on decisions to update all on the pending items that needed to be looked into. They were already added to the agenda for further discussion at the meeting. **Annex 1**

4. Council Reports

4.1. Report by President

Kennedy expressed his gratitude to Bruce and Michel for their work as well as to Maitri and Sun Han for keeping the office running efficiently in his absence. He gave a brief update on the work that Michel was doing with regard to IYBSD. He mentioned that the agreement between IUPAP and IUPAC has been agreed on and that it would be published in the November issue of the Progress in Pure and Applied Chemistry and hence we should also publicise it during IYPT.

He appreciated Nithaya's keen dedication to formulating strategies not only to get new members but also to retain existing ones. He encouraged all to revisit the Statutes and Bylaws and send in their comments so that a final draft could be presented to the GA for approval.

4.2. Secretary General's Report

K K Phua was unable to be at the meeting and hence the Deputy Secretary General, Kwek Leong Chuan presented the report.

4.2.1 NTU-IAS

With the change in the directorship of the Institute of Advanced Studies (IAS) at the Nanyang Technological University (NTU) since Jun 26, 2018 and Maitri's move to work with the new Institute at NTU: the Nanyang Institute of Science and Technology for Humanities (NISTH), where she is now a full time staff, some changes have occurred to the current situation of IUPAP. Thankfully the current MOU helps to keep the relationship between NTU as a University, the IUPAP (Singapore) and IUPAP.

The most significant loss has been of the physical office space at IAS. New rental spaces may be required to be funded from the current support given to NTU for secretarial support. The same is required for the website which was hosted by IAS. It is suggested to move the IUPAP website to an external server which may also be better for the long run. IUPAP may need to engage somebody to maintain the website.

There has been a suggestion to move IUPAP office from NTU to University Town at NUS. This may require a change in the current MOU and is not a feasible option.

4.2.2 Website

The secretariat continues to support the various Commissions and the C&CC meetings, including the website, and possibly the new websites for IYBSD and the centenary of IUPAP.

4.2.3 Newsletter

The latest IUPAP Newsletter (September issue) was uploaded on September 14, 2018.

4.2.4. Young Scientist Prizes 2018

The IUPAP Young Scientist Prizes have been awarded to the following people:

- International Commission on Optics (AC1): Guilin Grancini
- International Commission on General Relativity and Gravitation (AC2): Samuel E Grallaq
- Commission on Magnetism (C9): Shinichiro Seki
- Commission on Particles and Fields (C11): Jaroslav Trnka and Heather Gray
- Commission on Atomic, Molecular and Optical Physics (C15): Alexey Gorshkov
- Commission on Plasma Physics (C16): Eleonora Viezzer
- Commission on Computational Physics (C20): Noa Marom

4.2.5. Obituary

Former President of IUPAP, Burton Richter (July 18, 2018) passed away on July 18, 2018. See the obituary on p2 of the September 2018 Newsletter, http://iupap.org/wp-content/uploads/2018/09/IUPAP_sep_2018_e.pdf

5. Revision of Statutes and Bylaws:

Bruce chaired this item. The May meeting highlighted concerns that the current statutes and bylaws needed revamping. After much discussion the following suggestions were made:

- Adding to the mission, *“IUPAP carries out this mission by sponsoring international meetings; fostering communications within the physics community, between physicists and other scientists and between physicists and the general public; encouraging research and education; fostering inclusiveness and diversity in physics; upholding honesty and integrity in the practice, application and promotion of physics; supporting the free circulation of scientists; promoting international agreements on symbols, units and nomenclature; and cooperating with other organizations on disciplinary and interdisciplinary problems.”* to reflect the present situation
- The legal domicile of IUPAP should be first affirmed, so that the statutes can follow the rules of the land, since there is no explicit detail on it being Geneva.
- The items for the General Assembly were updated to add more clarity for each.
- The Vice Presidents to be assigned roles especially Treasurer role.
- The Section 7B should highlight that new members will be given some discount to join IUPAP.
- When referring to ‘developing countries’ a clear definition is to be specified and kept consistent throughout the website.
- Section 6G should be more specific in terms of accepting grants and donations.

It was suggested that all the above suggestions should be sent in writing to Bruce to consolidate and present another draft to be discussed and finalised at the next C&CC. **Annex 2**

6. Financial Matters

Bruce gave a brief introduction to how our Finances work and the financial statements for the year ending 31 December 2017. He noted that:

- From the Income and Expenditure statement, a billed income of 566,574 EUR, but the balance sheet shows that 129,433 EUR was still owed to us on 31 December 2017, and had not been written off.
- We are not a charitable company, Section 11(1) of the Singaporean income tax act allows us to pay no tax on the dues we receive from our members.
- Our bank balance at the end of this period was 1,437,399 EUR, an increase of 105,562 EUR from the 31 December 2016 balance of 1,331,837 EUR, a healthy result for the year.
- 25,000 USD in our bank account was locked up by the donor, and we could use only the income for prizes for young authors for semiconductor physics. In 2017 we obtained the permission of the donor to use the capital sum for that purpose. Council agreed to put **25,000 EUR** at the disposal of C8, the Commission on Semiconductors. That is not part of our reserves.

He also mentioned the 2015 – 2017 budget vs actuals emphasising the following:

- Over the three-year period, we received about 124 K EUR more than we had budgeted for. The budgeted income is not what we bill but what we expect to collect.
- We underspent our budgeted expenses by about 179 K EUR.
- Together these give a surplus of about 300K EUR, to be retained in our reserves.

- A large contribution to our surplus was the very generous support we received from by our Brazilian hosts of the 2017 C&CC meeting and General Assembly.
- Another important component of our favourable outcome was the work done by Maitri in controlling expenditure and collecting members' dues.

On the Closure of the IUPAP 2015-2017 budget and reserves, the items to note were:

- At the end of 2017 we had a bank balance of 1,437,399 EUR, but had prepaid 10,000 EUR of 2018 commitments
- In 2018 we have collected an additional 58,289 EUR in 2017 dues, and spent 32,673 EUR on 2017 commitments.
- In addition we moved 25000 EUR from reserves as a result of IBM agreeing to a change in the terms of their donation for prizes for young authors in Semiconductor physics.
- The result is that the reserves are now 1,448,015 EUR

About the IUPAP 2018-2020 Budget and Actuals to date, we should note the following items in the budget and actual expenditure to date

- **The likely over expenditure on C&CC meetings.** We budgeted 36 K EUR per meeting but we spent almost 42 K EUR on the May meeting. We will need to watch our expenditure in 2019 and 2020, or get more support for the meetings, or both.
- The likely 2018 income, allowing for late but regular payers, is about 520,000 EUR, which will be more than budgeted.
- **No consequential changes have been made to the 2019 budget.** In the light of this year's experience it may be necessary to cut back items in the 2020. C1 will make appropriate recommendations in 2019.
 - Membership drive item added by adjusting other entries – 3k from contingency in 2019 and 5k from new initiatives for 2020.

Bruce reminded all chairs of the allowance for Commissions, which is 4090 EUR in total for the triennium.

Roberto Rivarola (C15) mentioned that the IUPAP YSP award money may need to be increased in light of the EPS award which is higher, but council and EPS representative (Rudiger Voss) advised against it, as it is not a competition between the two bodies.

A formal motion was passed and the C&CC approved unanimously the budget as specified in the documents presented.

■ LUNCH BREAK

7. Member Matters

Nithaya (VPL for New Members) introduced the strategy document that has been put together since the last meeting and invited all to give their inputs actively. He suggested the strategy for the next decade. He highlighted:

- Driving new membership intrinsically a part of consolidating the current membership
- VP (new members) works closely with President, Past President, President-elect, Secretary General, Secretariat to propose strategy
- Need a team effort to operationalize goals
 - Council, Commission chairs, selection of past Commission chairs

He highlighted that, there are currently 56 members of the Union. Approximately 75% (42 members) are considered to be very secure, 3.5% (2 members) moderately secure and 21.5% (12 members) precarious in the membership of the Union, the latter being based on on-going challenges or perceptions of challenges with securing the necessary funds for retaining membership. Over the past decade, 11 members entered the Union and subsequently 3 of these members exited the Union following due process.

He suggested that strategic questions be asked so that proper marketing plans and interventions can be proposed and put in place. Since the marketing initiatives will overlap with the 2022 Centenary advertising, he urged members to contribute actively.

Questions asked were:

7.1. How can IUPAP retain its current membership?

- Conduct a comprehensive survey to find out what keeps the members in the Union, in terms of, satisfaction and strengths. It will shed light on the weaknesses and improvements to be made. With the merged ISC it would be timely to find our potential.
- Bigger physics countries should be approached to increase their shares.

7.2. What were the primary reasons for the countries leaving the Union over the past decade, and what lessons can be learnt from that?

- An analysis of this question should be undertaken.
- An exit interview should be conducted and recorded if and when a member exits the Union.

7.3. What were the primary reasons for the countries joining the Union over the past decade, and how can this be used to attract new members?

- An analysis of this question should be undertaken.

7.4. How secure are the members in the Union?

- Assess the reasons for members to default or exit the Union and learn from these situations.
- Do due diligence in evaluating the commitment to the Union on a long-term basis.
- Physical meetings between the IUPAP President or his/her designate and senior leadership of the adhering body should be set up and a Memorandum of Agreement should be signed.
- A template for a membership Memorandum of Agreement should be drafted for approval of the Council.
- Member states that are considered moderately secure or precarious should be actively engaged with.

7.5. Of the countries that are not members, which countries are more likely to look favorably toward membership of the Union? How should these countries be identified? Is there a rational basis for doing so?

- A comparative analysis, on a global and regional scale should be done based on the physics outputs and key indicators for success in physics of all countries over the past decade. This will help direct, on a rational basis, efforts to engage with countries about joining the Union.
- Potential new members should be identified and engaged with.
- A special focus needs to be made on the developing countries and regions with sufficient background information on their needs and historical standing. IUPAP should work closely with organizations such as the putative African Physical Society, ASEAN Federation of Physical Societies, International Centre for Theoretical Physics, etc., to help drive IUPAP memberships.
- Unforeseen opportunities (from chairs, members and liaisons) to engage with countries about joining the Union should be actively pursued at all times.

7.6. What attractors should be put in place for joining the Union?

- The cost for membership should be tweaked to accommodate the cost to the member, with appropriate guarantees that the new member will, pay the full amount in a stipulated time. This dispensation shall only apply to the purchase of a single share.

- New members should be afforded the opportunity, without delay, to nominate members to commissions, working groups, etc., on a basis that is commensurate with their share and to propose the hosting of IUPAP-related meetings. Immediate benefit should be realizable in these instances.
 - The accomplishments of the Union, including its history, should be widely marketed, both within the Union member states and internationally through the website, newsletters, IUPAP-related meetings, etc.
 - Information for joining the Union with contact information should be prominently displayed on the website, newsletters and publicity materials.
 - Make readily available all information regarding joining the Union, to all individuals who are in a position to speak on behalf of the Union.
 - The Union should continue to grow the participation of women in physics.
- 7.7. *What should the approach be toward developing nations and/or smaller physics nations?*
- The mission and the goals must be clearly enunciated in public statements about the Union. Beyond scientific excellence, membership of the Union must be closely coupled with the development of physics and hence the development of the country. The International Year of Basics Sciences for Development affords a natural opportunity to strengthen the role of physics for development. Physics should be portrayed as the canary in the coal mine insofar as scientific development is concerned – when physics is weak, science and hence technology and development are weakened. The Union must continue to be apolitical in its stance and should be closely aligned with democratic principles, openness, fairness, and commitment to equality and social justice. The Union should also be sensitive to the de-colonizing debates that are emerging in many countries in the Developing World.
 - The Union should be actively involved and should also be seen to be actively involved in developing physics in countries and regions where physics is not sufficiently strong.
 - Union activities should include strengthening physics research and collaborations in a sustained manner, enhancing mobility, driving education, interacting with governments, meeting with funding organizations, engaging with society and facilitating industrial cooperation. These activities should be a pre-requisite to engaging with these countries and regions about joining the Union.
 - The Union should take the lead in supporting and actively working with the Regional Offices on areas of common interest.
 - The option of two or three countries in a geographical region sharing a single share should be explored. This dispensation shall only apply to the purchase of a single share.
 - A 50% discounted price for a single share should be afforded to countries listed on the United Nations list of Least Developed Countries and/or physics nations that are deemed to being small, for approval by the General Assembly. This dispensation shall only apply to the purchase of a single share.
 - There should be an implicit understanding that the bigger physics countries will, through the IUPAP, help develop physics in the smaller physics countries through cross-subsidization and cross-fertilization. (Action: Council and Commission Chairs)
- 7.8. *What are the optimal ways of engaging with potential new members? What are the different lines of sight to potential new member countries?*
- The Union needs to find a way to engage with members and potential new members at multiple levels within the member country to ensure their long-term commitment, by customising the proposal put forth.
 - Union should arrange to meet with the science attachés at embassies or high commissions.
 - One needs to recognize the importance of science diplomacy in working toward the goals of increasing membership. Communications and engagements need to be undertaken with utmost care. Inquiries about membership should be promptly responded to and actively followed up. Just the right amount of pressure should be applied.

- The newly formed ISC must play an influential role in broadening its global footprint for the benefit of all the unions.
- A standard letter, which may be suitably modified, should be made available to all individuals who are in a position to formally explore, on behalf of the Union, the possibility of attracting a new member. **Annex 3**

Finally, he concluded that if we are confident in satisfying the needs of our current members, we will have a strong basis for reaching out to potential new members. IUPAP should manage its membership on a case-by-case basis and with flexibility. The Developing World is an important expansion area for the Union.

Bringing in more young people and tapping on the body of scientists globally to get involved into the activities and the affairs of the Union is an important way to ensure its long-term future.

8. YSP candidates in interdisciplinary fields

A small group was set up with Silvina volunteering to gather members together to come up with a proposal and submit to the next meeting on how to handle YSP candidates in interdisciplinary fields.

9. Commission Matters and Affiliate Commission Matters

9.1. All commission and affiliated commissions submitted their reports, which were taken as read. It was agreed that the Presidents and other members of the meeting would ask questions of the Commission Chairs concerning their new reports to the October 2018 meeting.

9.2. Bruce presented the nomination papers which were a combination of the procedures for the previous round (dates referring to 2017) and a paper on possible procedures for dealing with the nominations for the 2021-2024 Commissions. The May meeting has asked for the paper to be provided to the October meeting as a way of calling for nominations in 2019 and developing the slates at the October 2019 C&CC meeting, which could subsequently be presented to the 2020 GA for decision. There was less enthusiasm in October than in May for moving the whole process forward, but the revised paper is to be circulated to Council for its decision on how to better manage the problems which arose last year, and whether or not to move the process forward. Until then the closing date for the next round of nominations is unknown. If no decision is reached before the end of February, it is clearly impossible for the nominations to be called on 1 March 2019. Bruce clarified the queries and explained again the nomination procedures involved in establishing the next commissions as per the by-laws.

9.3. Three bids were received for the next C&CC meeting – London UK, Trieste Italy and Bern, Switzerland. The costing to IUPAP are airfare, accommodation and one informal dinner. The airfare cost for Trieste was significantly higher. Majority wanted to go to IOP London as flights are more frequent, able to show support to Brexit affected colleagues and also to experience the new facility for IOP. A doodle poll was set-up to see availability of members to attend the next C&CC meeting which was then set to **2nd and 3rd of October 2019 in IOP, London.**

10. Conference Matters

10.1. Sponsorship and Endorsement

Rudzani reiterated the importance of the Chairs of commissions encouraging the organisers to submit reports after the event via the online forms. He also requested members to suggest any improvements to the form that they felt was required.

Bruce highlighted to the chairs the importance of requesting conference organisers to request for endorsement as early as possible to help identify original conferences from the fake ones. Conferences to be held in 2020 should put in their applications for sponsorship between 1 January and 1 June of 2019.

Rudzani also explained the Conference categories and the selection criteria. He also discussed the challenges faced in terms of late submissions and women participation. A total of 48 conference applications were received, and the following were the final approved numbers.

	Number of Conferences	Amount of Grant Per Conference	Total Amount Requested	Total Amount Budgeted
Type A	12	€ 10 000	€ 120 000	€ 195 000
Type B	15	€ 5 000	€ 75 000	
Type C	5	€ 0	€ 0	€0 000
Type D	4	€ 7 000	€ 28 000	€ 28 000
TOTAL	36		€ 223 000	€ 223 000
		BUDGET	€ 223 000	
Conference Deficit/Surplus =				€ 0

Comm. No.	Type	Name	Acronym
C2	B	International Conference on Precision Physics and Fundamental Physical Constants (FFK-2019)	FFK-2019
C3	A	27 th International Conference on Statistical Physics	STATSPHY-27
C4	A	36 th International Cosmic Ray Conference	ICRC 2019
C4	B	16 th International Conference on Topics in Astroparticle and Underground Physics	TAUP 2019
C4	B	2019 TeV Particle Astrophysics	TeVPA 2019
C5	B	International Symposium on Quantum Fluids and Solids (QFS2019)	QFS 2019
C6	A	12 th EBSA and 10 th ICBP-IUPAP Biophysics Congress. Biophysics for Life and Technology	EBSA+10 th ICBP-IUPAP
C8	B	30 th International Conference on Defects in Semiconductors (ICDS)	ICDS 2019
C9	B	International Workshop on "Nanomagnetic Materials, Applications & Properties" (nMAP-2019)	InMAP 2019
C9	C	57 th European High Pressure Research Group Meeting on High Pressure Science and Technology (EHPRG2019)	EHPRG 2019
C11	B	LHC Physics (LHCP) Conference	LHCP 2019
C11	A	International Symposium on Lepton Photon Interactions at High Energies	ISLPIHE 2019
C12	B	18 th International Conference on "Strangeness in Quark Matter" (SQM 2019)	SQM 2019
C12	A	International Nuclear Physics Conference (INPC) 2019	INPC 2019
C12	D	XIII Latin American Symposium on Nuclear Physics and Applications	XIII LASNPA
C12	B	Quark Matter	QM 2019
C12	C	6 th International Conference on the Chemistry and Physics of Transactinide Elements	TAN 2019

C13	D	Second Regional Conference on Women in Physics - Nepal	RCWP-N 2019
C13	D	ICO & IUPAP-C17 Topical Meeting on OPTics and Applications to Sustainable Development (OPTISUD)	OPTISUD 2019
C13	D	Biophysical approaches to macromolecules and cells: integrated tools for life sciences and medicine	BAMC 2019
C14	A	GIREP-ICPE-EPEC– Eötvös Year 2019. (Research and practice in physics education to celebrate Eötvös centenary)	GIREP-ICPE-EPEC
C14	B	International Conference for Physics Students	ICPS 2019
C14	C	The Physics League Across Numerous Countries for Kickass Students (PLANCKS)	PLANCKS 2019
C15	A	XXXI International Conference on Photonic, Electronic and Atomic Collisions	ICPEAC 2019
C16	A	International Conference on Phenomena in Ionized Gases	ICPIG 2019
C16	B	International Conference on Inertial Fusion and Science Applications (IFSA)	IFSA 2019
C17	B	International Conference on Attosecond Science and Technology	ICAST 2019
C17	C	28 th Annual International Laser Physics Workshop (LPHYS'19)	LPHYS 2019
C18	B	Quantum Theory and Symmetry	QTS 2019
C19	A	Texas Symposium on Relativistic Astrophysics	TEXAS 2019
C20	B	31 th IUPAP Conference on Computational Physics in 2019 (CCP2019)	CCP2019
AC2	A	22nd International Conference on General Relativity and Gravitation	22nd GRG
AC2	B	13th Edoardo Amaldi Conference on Gravitational Waves	13th Eduardo
AC2	C	Testing Gravity 2019	TGR 2019
AC3	A	23rd International Congress on Acoustics - ICA 2019	ICA 2019
AC4	A	International Conference on Medical Physics	ICMP 2019

- Bruce encouraged all chairs to advise organisers to seek endorsement first for confirmed conferences scheduled in 2-3 years' time. They can apply for the sponsorship in the year before.
- Rudzani highlighted that C13 reported that they formed a group called 'Affordable scientific equipment' and have requested that all conferences approved under C13 should invite and pay for 1 person from the group to make a presentation. It was decided that C13 will decide individually.
- Heidi requested to add a question in the conference application asking how they were going to implement the gender and harassment issue. They will need to name the person in-charge for this in the report after. C4 and AC2 have already in place a 'code of conduct'.

10.2 Gender Matters

Silvinia discussed the statistics on gender distribution from the reports received since the last meeting - 3 from 2017 and 12 from 2018.

- Number of conferences analysed: 15
- Average number of attendees: 239
- Average number of female attendees: 46 (19%; min= 9%, C5; max= 70%, C13)
- Average number attendees giving invited papers: 42
- Average number of female attendees giving invited papers: 8 (18%; min=2%, C5; max=75%, C13)
- Average number of members of International Advisory Committee: 33
- Average number of female members of IAC: 5 (16%; min= 3%, C11; max=36%, C12)

She mentioned that the significant numbers came from C5 and C13. She would also like to include another point of analysis, i.e., number of women in commissions and as commission chairs. However, this is already a requirement for future nominations and can be regulated from there.

She highlighted that the Mexican Physical society, due to antidiscrimination national regulations, could not impose the '*Statement on Harrassment*' that by all supported conferences are requires to publish on their websites and in all publications related to the Conference. Hence, there is a need customise it accordingly to country regulations.

She requested to create a link on the IUPAP homepage entitled "Diversity and Inclusion" to be directed to a page with all the recommendations issued and resolutions approved on the subject by IUPAP.

IUPAP GA 2014 had approved the celebration of the 'International Women in Physics' Day. WG5 decided to observe it on February 11th, coinciding with the International Day for Women and Girls in Science as established by the UN. Given that 2019 will mark the 20th anniversary of the creation of the Working Group on Women in Physics, the idea is to fully launch it in 2019.

11. Reports

11.1. Working Group Matters

Only 7 reports were received out of 11 Working Groups. Office was advised to remind all those who did not submit reports, of their obligation to produce the same.

11.2. Waterloo Charter

A declaration of principles on inclusivity in physics and the guidelines to advance towards a more inclusive practice. It was initiated at the 5th IUPAP International Conference for Women in Physics, Waterloo, Canada, August 2014. It is based on the rubrics of the Baltimore Charter and the Pasadena Recommendations formulated by the American Astronomical Society in 1993 and 2003. It is also shaped and guided by the principles dictated by Project Juno initiated by the Institute of Physics, UK. Its main body contains the declaration of principles and the rationale for its need.

Silvina presented the first draft of the Charter and requested for comments and suggestions to revise if necessary.

11.3. Working Group on Industry

Kennedy highlighted all those who have been suggested to be part of the Working Group. He also sort interest from the C&CC members and also asked for recommendations on people who can come together to form this group. President will then consolidate all recommendations and subsequently identify the chair to head the group.

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.

12. Union Matters

12.1. ICSU matters

12.1.1. LAAAMP

Follow-up activities and future implications since the last meeting are as follows:

- The upcoming year will see completion of the online survey of the availability and usage of AdLS and crystallography facilities, leading to the formulation of a Strategic Plans for each of the targeted regions.
- There are plans to publish the LAAAMP AdLS and Crystallography Brochure in more languages, beginning with Arabic.
- For the OpenLabs program, we will pursue co-sponsoring the establishment of regional crystallography training centers in strategic locations to serve neighboring countries, beginning with Xtech-SD in Benin.
- As for training at AdLSs, the FAST Team Program will be optimistic and continued.
- In order to continue these programmes beyond the conclusion of ISC funding in 2019, LAAAMP has already launched a fundraising campaign that will be intensified. It is targeting such nonprofit funders as the Ford Foundation and making connections with various international funding entities.

12.1.2 Gender Gap

A Global Approach to the Gender Gap in Mathematics, Natural and Computational Sciences: How to Measure It, How to Reduce It?" Three tasks were assigned:

- A global survey including all natural sciences and math (AIP again in charge of it).
- Study of patterns of publication (detailed analysis of metadata)
- Compilation and elaboration of lists of good practices (considering regional differences)

Received a large grant from ICSU (now ISC) that finishes in 2019. IUPAP and other unions provide additional support. Executive Committee of 21 members:

4 from IMU, 4 from IUPAC, 4 from IUPAP, 1 from IAU, 1 from IUBS, 1 from ICIAM, 1 from IUHPST, 1 from ACM, 2 from UNESCO, 1 from GenderInSITE, 1 from OWSD

- Project Organization
- Advisory Board
- Coordination groups:

Each one in charge of one of the three tasks (IUPAP is on the coordination group for the survey)

There is a communication team that keeps the webpage <https://gender-gap-in-science.org/> always up to date, publishing news about the project regularly. It was sent out on the 1st of May and since then IUPAP has been able to only achieve 51% of its target input.

Advances in the other tasks:

- Setup of a cloud infrastructure for data storage and computing has been finalized. Data collection, preparation and import has been implemented for the three data sources that will be used: zbMATH, ADS and arXiv. An automated process collects the data from their servers, processes the data and imports it into a dedicated database in the cloud.
- Other algorithmic tasks: evaluation of various name-based gender inference services with respect to relevant metrics (results published in PeerJ Computer Science). Based on these results, a gender- inference algorithm has been implemented for the 3 relevant data sets. Progress in extracting geo-information from affiliation strings has been made.
- Creating the good practice database has presented some challenges, e.g., the longevity of initiatives that are projects with finite funding like Horizon 2020. Unless the projects have produced resources that can be used in future, they will not be included. Another challenge is the difficulty in finding evidence of the effectiveness and impact of initiatives.

Other related activities

- *The Latin American Workshop of the project (Universidad de los Andes, Bogota, Nov 22-24, 2017*
Social networks and exchange of information:

In preparation for the workshop a website was set up to collect the information that was needed before the activity and the information that was collected during the activity or will be collected as the project progresses. This website is located at: <http://wp.df.uba.ar/ggapsla/>

In this webpage we have information on the project and a list of initiatives to promote good practices A Facebook group was started during the workshop Gender Gap in Science Latin America (<https://www.facebook.com/groups/1906996436283316/>). The group is pretty active and has about 150 members.

During the Workshop we decided to publish a book with information on good practices in the regions that we had collected. The book is being published by the Mexican Physical Society with funds from the Project. Will be printed soon. It will also be available for downloading from a website. We are planning to send it to institutions of research and higher education in Latin America and the Caribbean. We expect it will serve as inspiration to design and apply policies to reduce the gender gap in science in the region. We also expect it will be of interest for the scientists of the region to learn about existing initiatives.

12.2. IYBSD matters

Rationale: Although it is generally recognized that science is useful for society, quite often basic sciences are not considered as they should deserve, in the discussions concerning the societal, environmental and economic development.

2022 would be a good time to celebrate Basic Sciences for Development (fit well with UNESCO and UN agenda, IUPAP (International Union of Pure and Applied Physics) centenary, 100 years Niels Bohr Nobel award, 200 years Brazil independence), 100 Stern and Gerlach, Compton effect,

Examples:

- The WEB was born at CERN from the needs of global collaboration for fundamental science.
- The success of Google, the second largest company in the world, comes from a brilliant mathematical idea.
- Artificial intelligence relies on statistical methods and will have an influence on all aspects of society.
- Cellular phones come from the discovery of transistors, and Wi-fi from radio astronomy.
- GPS accuracy is a spin-off of Einstein General Relativity, and the improvement in accuracy of atomic clocks based on quantum technology
- The discovery of DNA has revolutionized Medicine
- The Genome Project has opened the way to gene therapies.
- The development of innovative instrumentation for Basic Sciences has many impacts for Health and Development: PET, MRI, Adaptive Optics.
- The rapid uptake of the generation and storage of renewable energy depends on advances in physics, chemistry and materials science.
- Reduction in pollution and green chemistry

Support for IYBSD – 2022

The proposal of 2022 as the International Year of Basic Sciences for Development was well received and got the oral and then formal support of the representatives of ICSU (International Council for Science), ISSC (International Social Sciences Council) now ISC, IUPAC (International Union for Pure and Applied Chemistry), IAU, IMU, IUBS, ICTP (Abdus Salam International Center for Theoretical Physics), EPS (European Physical Society) and CERN (European Organization for Particle Physics). The proposal was presented to the French, Swiss and Vietnamese ambassadors to UNESCO and received a firm support to bring this project to UNESCO. It was also discussed with the director at UNESCO, of Science Policy and Capacity Building, Executive Secretary of IBSP (International Basic Sciences Program at UNESCO), very supportive of the initiative. IBSP is giving its support.

Tentative list of topics:

- Basic Sciences and Multicultural Dialogue
- Basic Sciences, Education and Human Development
- Basic Sciences and Women (figures, empowering women, role models)
- Basic Sciences, Innovation and Economy
- Basic Sciences and Life Sciences
- Basic Sciences and Global Challenges
- Basic Science as a Global Public Good
- Basic Sciences and the sustainable development goals

Some events that could be organised:

- Centenary of IUPAP in Geneva can be a pillar event of IYBSD (see Monica's presentation): CERN can play a major role
- Use ISC regional offices and UNESCO centers to organize events

SOME possible resulting ACTIONS:

- Institutionalize full implementation of open access publishing for all research papers connected to Fundamental Research, i.e. curiosity driven. This will allow free access to Universities to all published material in Basic Sciences
- More generally promote Open Science in all Basic Sciences.
- Promote inclusive collaboration in Fundamental Research (teams from developed countries together with teams from developing countries, gender balance...)
- Organize top level international scientific conferences in developing countries with many side events. International Scientific Unions should be mobilized for that purpose.
- Promote training and education to Basic Sciences in developing countries

Steps (tentative schedule):

- ❖ 2018 Formal recommendation by IBSP for 2022 – International Year for Basic Sciences for development
- ❖ 2019 Spring General Preparation (Governance, communications); Approval by the UNESCO Executive Committee (April)
- ❖ 2019 Formal approval by the General Conference of UNESCO (November)
- ❖ 2020 Approval by the UN General Assembly (December)
- ❖ 2021 Detailed Preparation of Regional and International events
- ❖ 2022 International Year of Basic Sciences for Development

Next immediate steps after the first meeting of the core steering committee (July 4th, 2018):

- ❖ Help Vietnam to get a group of supporting countries to bring the project to UNESCO (help from CERN, IAU, ISC and French Commission)
- ❖ Finalize a brochure (see http://iupap.org/wp-content/uploads/2018/11/IYBSD_Brochure.pdf) for that purpose with the help of the steering committee, CERN, IUPAP Office.
- ❖ Create a website hosted by ISC

Michel requested all C&CC members to ensure that the UNESCO delegates of your country are aware of the proposal and persuade them to support it. He also stressed that it will focus on ‘openness’ and ‘credibility’.

12.3. IYPT matters

Bruce asked all chairs for any activities the Commission is having that could be part of the IYPT so we can also place it on its website.

- ❖ It is an initiative that celebrates 150th anniversary of the Mendeelev paper of the Periodic table and the 100th year of IUPAC
- ❖ It has an opening in 2019 on 29th of Jan in Paris which will be attended by all the IUPAP Presidents
- ❖ It has a year of activities, esp. with C12 making an effort to contribute toward this celebration which have been listed in C12 report

13. GA 2020 bids

Two bids were received from China (Beijing) and Korea. No official bid was received from Jordan. Approximate budget estimates for both countries is similar.

14. Nomination Procedures

Gerry Gilmore (C19) joined the meeting via skype for this item of discussion. Bruce explained the nomination procedures emphasising that chairs should recommend the chairs and members to the council at least 1 year in advance, keeping in mind the geographical representation. He requested all to re-read the nominations procedures and asked to suggest any revision they see suitable. He proposed for the C&CC's consideration that the nominations for all commission positions to be sent

out 1 year ahead of the usual timing so that they have a good 7 months to be trained and brought up to date with the working of the commission.

Country members are also requested to nominate more people than that is the number of shares they hold so that there are suitable options when final decisions are made. Nominations are usually closed 4 months prior to the last C&CC meeting so that we can make sure that all are represented.

He also highlighted that typically council does not try to change the recommendation of the chairs for the commissions. He encouraged chairs to identify their successors as soon as possible. Sunil (C4) pointed out that there has always been a tradition to identify the next chair very early. Heidi (C11) mentioned that they have a practice that the next chair be rotated across regions. David (C20) suggested that it is important to arrange a succession process within the commissions similar to the Executive council of IUPAP. Lui Kai (C9) has also highlighted tried to rotate the chairs over the terms.

David (C20) also reiterated that commission chair recommendations should not be over-ruled, to which Bruce mentioned that the Chair nominations are rarely over-ruled but members are to keep geographical and members representation. However, in the past the General Assembly did over rule Commission preferences for Chair, and these procedures were an attempt to mitigate that risk.

Bruce requested that all comments made or would like to be made should be emailed to him so that he can consolidate them all and revise the document. 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.

15. IUPAP Centenary

Monica gave a progress report on the Centenary activities. She gave a brief recap of the initial ideas of splitting the work into various subgroups, each with a responsible contact, around the following initiatives:

1. The Centennial Symposium
2. Written communication on the Centenary
3. Anniversary book reviewing the history of IUPAP
4. Satellite events elsewhere in the world

She listed the current members of WG17 but commented that very little reaction was received to the emails. Reasons could be that they are no longer connected to IUPAP and some were difficult to reach. She also mentioned that it is difficult to contribute in isolation, even more so when things are not yet sufficiently well-defined.

A proposal to create the composition to be on the following basis:

- Enlarge WG16 to include a “responsible person” from each commission, as all commissions should take an active role in the planning.
 - ❖ Ideally, the appointed person should still be in IUPAP in 2022-2023. These people should be interested, willing to contribute and take initiative! Activities strongly linked to IYBSD.
 - ❖ Commissions should reflect upon the way in which they can contribute to the Centenary and to the IYBSD (C4 and C13 have mentioned ideas and contributions in their reports).
- Establish some common communication tools, at least an emailing list, maybe a twiki page

Primarily the Venue, timing and format are to be confirmed and decided on.

Venue (suggestions):

In Geneva (at CERN) in 2022. As one of the initiatives for the IYBSD

- A symbolic event at the Palais de Nations (CERN Director of International Relations will investigate). The Geneva's International Conference Center (CICG) can accommodate up to 2200 people! Both venues free for CERN, however every single service must be paid.
- End of Oct.-Nov. 2022 If new, spectacular CERN Science Gateway building were available by then (Renzo Piano Building Workshop!), it would be a fantastic opportunity to inaugurate it.
- "Multidimensional event" including IUPAP symposium, but also other activities for younger public, and outreach public talks more in the spirit of the IYBSD.
- Model for IUPAP-specific symposium: 50th anniversary of EPS?
- At University of Geneva; an afternoon with nice talks with musical interludes

Possible themes (linking with the IYBSD):

- Physics as a building block of basic sciences
- Physics as a motor for innovation, technology & economic development
- Education (active learning of physics) for boys and girls, e.g. invite the commissions to prepare some small "portable" experiments
- Physics and multicultural dialog (CERN being a great example)
- Physics and global challenges
- Promoting gender equality in science ...
 - There is a nice story to tell, not only on the IUPAP Centenary and on IYBSD and on the centenary of the Nobel Prize award to Niels Bohr, but also, in 1922, Stern & Gerlach, and Compton scattering
 - Reminder: highlighting an organization is dull, what is interesting is to explain what an organization has achieved and to project it towards the future!

Format:

- Join forces with the Wright Science Colloquia, held biennially at the University of Geneva, see <https://colloque.ch/en/introduction-2/>
 - ❖ Timing would match and they have funding and a well-run organization with public talks (one per evening over a week; 2018's theme is Gravity), an event for the younger public and sound and light show. I will see them on Sunday.
- Link with local community important, however one should emphasize IUPAP's global dimensions – importance of webcasting and connecting with communities elsewhere in the world and other satellite events
- Other ideas: in 2022 TED@CERN could also be integrated in the programme
- Hands on experiments organized by the commissions; already some experience with "La nuit de la science", see <http://www.ville-ge.ch/lanuitdelascience/>

Other interesting connections to explore (contacts possible via CERN):

- Solvay foundation (third Solvay conference in 1921, Ernest Solvay died in 1922) – Solvay have funds
- <https://www.starmus.com/about-starmus/>, biennial festival bringing together leading scientists and iconic musicians and artists who share their passion for knowledge with the public
- World Economic Forum
- Milner (Breakthrough prizes in life science, fundamental physics and mathematics)?

IYBSD

- Meeting on 22 Oct. with J.Dudley (International Year of Light 2015), C.Warakulle (CERN Director International Relations), M. Spiro, MPA
- Political actions needed now to meet deadlines (formal approval by the General Conference of UNESCO in Nov. 2019, by the UN General Assembly in Dec 2020)

- “Strategy plan” will be proposed by CERN in a couple of weeks
- Search for sponsors can only start after proclamation of the UN resolution (no commitment from CERN on this front)
- Crowdfunding model (contributions from 500€ to 50,000€) - many e-mails sent with ~10% success rate
- 13,168 activities of various types reaching 147 countries!
- National coordinating committees in 94 countries with authorization to endorse local activities: all citizens around the world were encouraged to participate!
- 119 sponsors reaching a total of €550,000 (55% from industry) – Opening and Closing Ceremonies absorbed 35%) - ICTP acted as a bank and provided global secretariat
- We could also look to include other sciences

IYL 2015 (as an example):

Activities within the different UN Regional Groups by distributing activities.

Media influence: 2.4 million website visits from 600,000 visitors from 190 countries, 23,000 distinct media mentions (newspapers, online, TV) from 120 different countries

Written communication on Centenary

How can we make the Centenary (and IUPAP!) more visible?

- Publicise IUPAP activities preparing dedicated leaflet (one - two pages) with mission statement and facts & figures to be distributed to participants of IUPAP-sponsored conferences with conference material (I think this should already be done now), material should not be static but should evolve, synergy with IYSB documents
- Produce logo, leaflets, banners, focus articles, editorials in newsletters and on IUPAP website, social media, revamp poster...
- Produce a glossy brochure, reviewing the history of IUPAP and looking forward to its future
- Reflecting upon IUPAP’s future beyond the 100th anniversary is essential regardless of the celebrations:
 - Have we accomplished our mission?
 - What more can still be accomplished?
 - How should our mission evolve?
- Closely linked to yesterday’s discussion on future membership

Anniversary book

- Profit from the occasion to make order in the IUPAP archives and digitize them. A suggestion to hire a professional historian.
- Invite stories through a website as done for 2014 IUPAP International Conf. on Women in Physics. Intersperse selected personal stories with more serious pieces of history by invited authors. (Some memories already provided by B.Richter, Y.Petroff, R.Kirby-Harris, J.Franz)
- Warning: “Physics in South Africa” -“ took YEARS, many more years than planned, and much frustration on the part of the editors. Also, the result was good, but in parts very boring indeed.” (Igle Gledhill)

Other points

- Satellite events. Too soon. Encourage local initiatives. Use IUPAP-sponsored conferences as vehicles to celebrate the Centenary and the IYBSD, e.g. having dedicated plenary talks (for free)
- 2023 General Assembly, in Paris, 100 year after the first General Assembly (1923 – Paris)
- Some commissions has their own events in 2023 which could showcase IUPAP in about 30mins sessions.

- Events should cover all 12 months in the year with a special week of activities in Geneva focussed on IUPAP.
- Create a movie to showcase IUPAP made primarily in English and can be translated into other languages relevant to the country

■ LUNCH BREAK

15.1. Long Service awards

Bruce asked the sitting C&CC if they would like to consider giving long service awards to members who have contributed 9 years or more of service. Since making it, more than 9 years would streamline this to Working Group, as commission members will not be eligible.

The award should also include those who have contributed meritorious work for IUPAP. A nomination can be made by each Commissions and WGs for the awards. A formal proposal should be made at the next C&CC.

16. Relations with other Unions

16.1. IUPAC and new elements

At the October 2016 meeting the C&CC approved a Joint Working Group (JWG) to set up to decide on the criteria and claims to access new elements. It began in May of 2017 and the report was received in May 2018. That report is to be published in October 2018. Historically, there has been 2 attitudes about this matter of claims in IUPAP – that we should cooperate with to the Chemists and the other being to take the whole process away from them completely. Cooperation on evaluation of claims, with the IUPAC being responsible for the formal naming, is the agreed way forward. They ask the discoverers to propose a name, which is tweaked and then confirmed.

16.2. IAPS (New EC Chair/IUPAP contact - Veli-Jussi Haanpää)

IUPAP received a letter from IAPS stating their wishes and it was decided that IUPAP would help them with the publicity and also request for them to become an Affiliated commission of IUPAP. As no objections were noted – it was confirmed that Michel will follow-up and work with IAPS.

16.3. ISC regional offices

A meeting was held in October in Pretoria, a first meeting after the two offices had merged. They formally adopted the resolution that they wanted to continue as a regional office in whatever format that would be agreed in Paris. IUPAP put on the table a proposal of IYBSD and all the delegates from the African countries showed enormous interest. Nithaya asked if CODESRIA will change its mandate in this new regional office of ISC being created. The regional office should be able to go an extra mile to host the regional office as Paris did not have enough funding.

17. AOB

17.1. SCOSTEP

Sunil (C4) mentioned that it is an information item that IUPAP had a representative at SCOSTEP and last year the President of IUPAP received a request to have a representative from India. Dr Prasad Subramaniam was nominated and his summarised update. The SCOSTEP bureau was involved in putting together the Next Scientific Program (NSP) for the SCOSTEP from 2019 to 2022. The NSP concept, titled “Predictability of the Solar-Terrestrial System”. Five graduate students and two postdoctoral scientists were awarded the SCOSTEP visiting scholarship 2018 to make professional visits that would foster collaboration and enhance their scientific output.

17.2. African Physical Society

Nithaya appealed to the C&CC to help and support the AfPS in redefining its mission. It was agreed that AfPS to retain Observer Status in IUPAP.

17.3. Open Access and Open Data

Laura proposed a Working Group on 'Open Access and Open Data'. Bruce suggested that WG2 could be tapped to contribute towards this. Should the collaboration not work then she was asked to propose at the next C&CC the mandate to create a new WG. A report will be presented at the next C&CC.

17.4. Letter to President of Argentina

Silvinia highlighted the changing economic scenario in Argentina. International colleagues have been requested to help to sign a letter requesting against Science funding cuts. A letter was circulated, and was asked if IUPAP will also endorse the same. Rivarola, mentioned that he is the member of the National Executive Council of Argentina and he said that they are trying to recover what was before however, it is finding it very difficult to fund projects that have begun in 2014 that are to be completed in 2019. It is stalling all the projects because of these cuts. Michel mentioned that IUPAP should reply to the received letter. Bruce requested that this C&CC indicate to the Council whether IUPAP should write a letter to Argentina and what it should detail. Heidi highlighted that numerous Argentinian scientists have immigrated to the USA because of these insufficient funding for their work.

17.5. Neutrino Panel

Heidi listed the names for the Neutrino Panel after receiving all the suggestions from commissions (C4, C11 and C12). They tried for gender and regional balance, focussing on countries that actually have active neutrino programs and major interest (like Korea). They have also found that there are more women in this field and hence there is 1/3rd representation of women. She requested the C&CC to approve the suggested list.

It was highlighted that no Italian representation was here. Heidi confirmed that this is the list that invitations will go out however it will be useful to add a backup list in case some were to decline. Sunil reconfirmed that informal consent was sought from C4 and C12 suggested members. She also asked all to suggest any other members who they think will be valuable to this panel. The Neutrino Panel will begin work from the beginning of 2019 and will be contributing to the European Strategy.

Name	region				field			F/M		Institution	Country
	AM	EU	AS	other	HE	LE	TH	F	M		
Takaaki Kajita (co-chair)			1		1	1			1	Tokyo University	Japan
Nigel Smith (co-chair)	1				1	1			1	SNOLab	Canada
Manfred Lindner (co-chair)		1			1	1	1		1	MPI-Heidelberg	Germany
Jun Cao			1			1			1	IHEP Beijing	China
Kate Scholberg	1				1	1			1	Duke University	US
Nathalie Palanque-Delabrouille		1							1	Saclay	France
Thomas Brunner	1				1				1	McGill University	Canada
Steve Barwick	1								1	Irvine	US
Ken Long		1			1				1	Imperial College	UK
* Walter Winter		1			1		1		1	DESY Zeuthen	Germany
*M Sajjad Athar				1			1		1	Aligahr Muslim University	India
Sam Zeller	1				1				1	Fermilab	US
Kunio Inoue			1			1			1	Tohoku/Kavli IPMU	Japan
Marek Kowalski		1			1				1	DESY Zeuthen	Germany
Seon-Hee Seo			1			1			1	Seoul National University	Korea
Heidi Schellman	1								1	Oregon State University	US
Renata Zukanovich Funchal				1			1	1		Sao Paulo	Brasil
Viacheslav Egorov				1		1			1	JINR Dubna	Russia
	6	5	4	3	9	8	4	6	12		
	18										
	AM	EU	AS	other	HE	LE	TH	F	M		

* theorist

The list was approved by the C&CC. Bruce suggested that these people be approached and confirmed. In the event that some decline, other members should be invited and confirmed. The final list is to be then sent to the Council for final approval, via email.

17.6. Conference Reports

Concern about organisers putting in the report after the meeting. Besides reminders other suggestions were sought. It was recommended that commission chairs are to chase the organisers to submit the reports. If there are repeated offenders then some penalties can be considered, to not fund in the future. Partial payment was suggested.

18. Review of the meeting and future procedures

The meeting agreed to make the following recommendations to the Executive Council:

1. Link the marketing requirements for the Centenary and the membership drive to be linked to the Centenary, Nithaya and Monica to work closely in putting together the flyers and history.
2. Wording on the statement about Harassment should be relooked and confirmed to be sent out with conference approvals.
3. Waterloo Charter, Silvinia to seek comments on the draft and submit the final draft to the next C&CC so that it can be presented to the GA to approve.
4. WG on Industry, all C&CC members are requested to suggest names for chair and members for the WG. The final decision on the Chair will be made by the president and the final list will be presented at the next C&CC in October 2019.
5. The Gender Gap survey responses have not been sufficiently collected so it was requested that all put their responses in and help to circulate it out to others for a wider coverage, before the end of Novemembr 2019. The data from the survey needs to be analysed and by the end of next year when the financial support ends.
6. IYBSD – All C&CC members are urged to make sure that the UNESCO delegates in your country are aware of the proposal and to persuade them to support it, when it comes up.
7. IYPT – C&CC members are to let the Secretariat/Bruce know if there are any activities/events under the commissions that can be put under IYPT so that it can be put up on the website.

8. Procedure for Nominations was largely discussed, however inconclusively. Bruce invited all to send comments to him by the end of the year so that a revised document will be presented later.
9. Centenary Matters – advise Monica on who from the commission will join the Working group. An email will be sent requesting response before the end of the year.
10. Bruce to present a paper to the next meeting on the 'long service award'.
11. Michel to continue discussions to come up with a formal relationship between IAPS and IUPAP
12. Bruce to contact the regional office for Asia and the Pacific; Silvina to contact the Latin America and the Caribbean.
13. AfPS is a recognised observer of IUPAP. In its current situation, should it retain the status? The C&CC supported that it retains the status. It could take up the same model as AAPS.
14. Financial state of science in Argentina – C&CC authorised Council to write a letter.
15. Reinvigorating WG2 to support 'Open publication and open science/data'.
16. Neutrino panel was approved and recommended to be approached. The final list to be brought to Council for electronic approval.
17. Suggestions for events to be added to the Centenary should be sent in to the office by the end of the year.

C&CC meeting was adjourned at 3:30pm

Annex 1 – Matters arising from Previous meeting

Refer to C&CC document number 3.5.1 – Report on Decisions at <http://iupap.org/wp-content/uploads/2018/11/Report-on-decisions.pdf>

Annex 2 – Statutes and By-Laws

Annex 3 – Standard Letter for new Members

Sample Memorandum of Understanding Template

Memorandum of Understanding

Between

The International Union of Pure and Applied Physics (IUPAP)

and

the adhering body

This Memorandum of Understanding (MOU) sets forth the terms and understanding between the International Union of Pure and Applied Physics (IUPAP) and the adhering body of (country) becoming a member of IUPAP (see attached statutes and bylaws of IUPAP).

Background

This partnership is of profound importance since IUPAP aspires to be as inclusive as possible on a global scale, having many members who contribute to physics, and the adhering body of (country) wishes to be well connected to the international physics community by becoming a member of IUPAP.

Purpose

This signed MOU establishes the first formal relationship between IUPAP and the adhering body of (country), by which (country) becomes a member of IUPAP.

Reporting

Reporting of IUPAP to its members, and engagement by its members with IUPAP, is normally done at the General Assembly (GA), in accordance with the statutes and bylaws. IUPAP will also communicate with members through regular newsletters, through its website (<http://iupap.org>), and by occasional other electronic means. Communication between the adhering body of (country) and IUPAP may also occur on a bilateral basis at any time.

Liaison Committee

The adhering body of (country) shall appoint an IUPAP-(country) Liaison Committee that shall serve as the interface between the IUPAP and the physics community of (country).

Funding

The (member) has applied for N shares in IUPAP and this application has been approved by the Executive Council of IUPAP. It will be ratified at the next GA. The cost of a share is determined at GAs, and the cost of one share in 20yy is NNNN EUR. IUPAP will invoice (country) for AAAA EUR on yyyy for the membership dues for 20yy. The number of shares can be modified by following the statutes and bylaws.

Duration

This MoU is intended to be a reflection of a long-term commitment between both parties. The adhering body may resign, and the effect will formally take place at the following GA. This MOU is at-will and may be modified by mutual consent of authorized officials from IUPAP and the adhering body. This MOU shall become effective upon signature by the authorized officials from IUPAP and from the adhering body of (country) and will remain in effect until modified or terminated by any one of the partners by mutual consent.

Contact Information

IUPAP

IUPAP representative

President

Address

Telephone

Fax

E-mail

Adhering body of (country)

Adhering body representative

Position

Address

Telephone

Fax

E-mail

_____ Date:

(Partner signature)

(Partner name, organization, position)

_____ Date:

(Partner signature)

(Partner name, organization, position)