

IATUL BOARD MEETING
Sunday 20 June 2010
Union Club Hotel, Purdue University

PRESENT

Ainslie Dewe (AD) **Chair**
Choy Fatt Cheong (CFC)
Marek Gorski (MG)
Maria Heijne (MH)
Terje Hosieth (TH)
Louis Houle (LH)
Reiner Kallenborn (RK) (**Treasurer**)
James Mullins (JM)
Paul Sheehan (PS) **Secretary**
Gillian Barthorpe (GB) (for website report)

1. Apologies

No apologies were received

2. Minutes

The minutes of the Hong Kong board meeting were confirmed as accurate.

3. Matters arising/Actions

There were no matters arising which were not on the agenda, and all actions were completed or were noted on the agenda

4. Thanks

AD offered the Board's thanks to Maria Heijne for her service as IATUL President and her role over the years as a Board member

5. Website report

Gillian Barthorpe joined the meeting to speak to the tabled website report.
Links will be given to previous conference websites. Conference organisers are to maintain conference websites for at least five years. However, programmes and proceedings will be presented on the IATUL web site.

There was discussion on metadata for conference papers, and it was agreed that making conference papers searchable was very desirable, and that locating them in the Purdue Institutional Repository would be a very good way of doing this.

Actions

PS to update conference checklist re conference website maintenance

PS to send GB a list of conferences prior to those listed on the web site and to investigate availability of print originals of proceedings

JM to investigate digitisation of conference papers and their deposit in the Purdue IR

GB to investigate metadata for conference papers

6. President's report

AD's report had been circulated. It noted membership levels and the increased spread of membership.

The present conference had been very well organised and its programme was excellent. The Hong Kong seminar had been very successful and should increase the IATUL profile in Asia. The Constitutional amendment has been circulated to the membership with the GA papers and will be voted on at the GA

7. Membership

PS tabled a report on membership. There are currently 237 members, with 20 new members and 18 resignations being recorded during the year. Of the new members 10 were Stimulate free memberships for one year.

The Board discussed the pattern of resignations in the year. It was felt that making the conference proceedings more easily discoverable would promote IATUL and increase membership.

The Board decided that we needed to encourage membership in the UK, SE Asia, and S America. There are issues with the use of English in the latter areas.

Applications for Associate membership will be more rigorously investigated.

Actions:

**CFC, JM and PS to promote membership in SE Asia, S America, and the UK respectively.
PS to review and implement the membership deletion list**

8. 2010 Conference

JM reported. There would be 126 delegates, sufficient to break even or generate a small profit. Half of the delegates would be from the USA and there was a good representation from the major universities. The conference would cost €108 in total, half of which would come from sponsorship.

9. Financial report

The outcome for 2009 showed a deficit on current income and expenditure of €13,000 but this was due to exceptional expenditures (the Hong Kong conference was one item) and outstanding subscriptions. Membership income for the year was less than budgeted because we lost some members. Interest on funds was less than budgeted but this was exceeded by the increase on return for bonds over the sum budgeted.

There is €110,000 in investment funds, almost all in government bonds. RK noted that the financial position is very good. We will run a deficit budget for 2010 but we can afford to do so as we have such high reserves.

The transfer of investments from equity funds into bonds in previous years helped to preserve their value in the recent volatile financial markets.

10. Copyright issues

AD referred to her recent email and the prior correspondence regarding the copyright of materials presented for the annual conference. The following recommendations made by AD were accepted by the Board:

- Purdue University accept the license signed by IATUL on 12 May with regard to the submitted papers for the 2010 IATUL Conference
- IATUL does not claim shared copyright in additional associated material that it has not previously explicitly claimed in its copyright policy

- Purdue University negotiate with authors directly for any guarantees regarding associated works, which are not included in the papers for which copyright is shared by IATUL and the author
- IATUL, in line with open access principles, amend its copyright policy for future conferences by not claiming shared copyright with the author, only a non-exclusive right to publish.
- IATUL manages risk by operating a “take down” policy for any material on its website that is legitimately disputed. IATUL would immediately remove the material from its website and apologise for any infringement.

Action:

AD to change conference check list accordingly

11. IATUL Development and promotion

The IATUL archive of documentation might be digitised. PS to provide an estimate of quantity and any lists which exist.

Discussion on an IATUL strategic plan will be initiated in Munich or Warsaw.

Action:

PS to provide archive information

12. Board membership

Terms of board membership are as follows:

AD 2007-2009/2010-2012

RK 2005-2007/2008-2010 (One year extension as Treasurer until end 2011)

PS 2005-2007/2008-2010 (One year extension as Secretary until end 2011)

CFC 2010-2012

MG 2007-2009/2010-2012

TH 2010-2012

LH 2007-2009/2010-2012

JM 2008-2010/2011-2013

MH 2010 (immediate past President)

A succession policy for retiring officers is required. A new Treasurer and Secretary will need to be elected in 2011. New Board members should be recruited on the basis that they can occupy one of the executive offices.

The terms of membership should be more formally authorized. In future the Secretary will advise the Board at the autumn meeting in the year before a member’s first term is due to expire, so that a decision on extension can be taken.

Sohair Wastaway has resigned from the Board. AD recorded the Board’s thanks to SW for her support for the Board and IATUL.

13. 2012, 2013 conferences

The 2012 conference in Singapore is in preparation. The 2013 conference is confirmed for Istanbul.

(The 2011 conference will be discussed at the Board’s second meeting on 22 June)

14. 2010 Autumn conference

The autumn conference and seminar will be held in Munich.

15. IATUL memberships

- a. Worldwide Science Alliance. This organization charges a membership fee. AD will correspond with it
- b. ICSTI. RK or PS will attend on behalf of IATUL
- c. IFLA. No report

Actions

AD to contact Worldwide Science Alliance

RK/PS to decide who will attend ICSTI

16. Poster prize

LH and TH will judge the Poster prize

17. Projects

a. Cross country co-operation projects

No further progress. The project will be discontinued and the finance allocated will be reabsorbed into the budget

b. Twinning

There are now four institutions involved in twinning – Munich, Nanyang, and Dublin. A discussion list has been set up and has attracted a number of staff from all institutions

c. Special Interest groups

Meetings were quite well attended. The format of group activities may need to be changed.

d. Expert database

There was discussion on the usefulness of further development of the proposed database at this time. It was felt that work should be suspended. RK was thanked for the technical development work done.

18. Portfolio reports

See item 7

The next Board meeting will take place on Tuesday 22 June between 12.15 and 13.45 in a location to be decided.

Actions

Web site

1. PS Conference checklist to be updated re conference website maintenance
2. PS to send GB a list of conferences prior to those listed on the web site and to investigate availability of print originals of proceedings
3. JM to investigate digitisation of conference papers and their deposit in the Purdue IR
4. GB to investigate metadata for conference papers

Membership

5. CFC, JM and PS to promote membership in SE Asia, S America, and the UK respectively
6. PS to review and implement the membership deletion list

Copyright

7. AD to change conference manual accordingly

Development

8. PS to provide archive information

Memberships

9. AD to contact Worldwide Science Alliance
10. RK/PS to decide who will attend ICSTI