

MINUTES
For the meetings of the IUPAC Analytical Chemistry Division Committee and
Commissions' Chairs at the 40th General Assembly, Berlin, 1999

Date and venue:

1999-08-07 (Sat.), 09.00 – 12.00 in Room J 24-22

1. Welcoming remarks and finalization of the agenda

The President welcomed those present (Ingman, Grasserbauer, Moore, Currie, Durst, Fajgelj, Hulanicki, Kolotov, Marton, Pettit, Powell, Salomon, Spivakov). His request for any additions or changes to the Agenda elicited none.

2. Minutes of the Division Committee meeting in Geneva 1997

The minutes were distributed. Evidently, during the changeover of the ACD officers, the minutes from Geneva were not distributed to ACD members. Time was allowed for perusal of the minutes. No changes were requested and the minutes were accepted as printed.

3. Matters arising, not otherwise on the agenda: There were none

4. President's communications

4.1 Report from the Idstein Meeting. In response to the request in the Idstein meeting report that the ACD Commission Chairs be co-opted as members of the ACD, the Bureau approved such an action in September 1998, with the caveats that no elections would be held for new members in 1999 and that retiring ACD members would not be replaced. The ACD would evolve eventually into a system where each ACD member would be responsible for a sub-area of analytical chemistry and would be in charge of an advisory group for that area. The Commission structure would then evolve over the 1999-2001 period into such a system in anticipation of the Commissions' disbandment in 2001.

4.2 With the period 1999-2001 as a changeover time, Division funds will begin to be allocated to projects rather than TMs. There is a significant pool of funds for interdivisional or large projects, the decisions for which lie with the Project Committee

4.3 Proposal for new projects have now to be done using the Project Proposal Form available on the IUPAC web site (www.iupac.org). ACD commissions and working parties have had several recent successful examples.

4.4 Report from the Briefing of Presidents and Secretaries by the Secretary General:
4.4.01 The web site is now the official database for projects. All ACD members (especially Commission Chairs) and Commission Secretaries should check the project database for accuracy and completeness for their projects.

4.4.02 Updates to the project database can be done by downloading the web page for the project of interest, making changes, and e-mailing the modified page to Fabienne Meyers at the Secretariat. If she has questions about whether the person submitting the changes is authorized to do so, she will contact Ingman or Moore.

4.4.03 Commission members who should, under normal term limits, be retired in 1999, may be extended if necessary by request to the Secretariat. This action will ease the completion of ongoing work by 2001 during the changeover period.

4.5 Report from the meeting of the Interdivisional Meeting on Coordination of Environmental Projects

4.5.01 Miyamoto presented an outline of DCE activities and their Terms of Reference, as well as their many interactions with international organizations.

4.5.02 Communications to arrange collaborations for ongoing or proposed projects should be directed to Miyamoto or Klein (President and Vice-President of DCE). As Klein is the incoming President, Fajgelj will contact him about joint work.

5. Membership

5.1 Retirements

Due to ends of term, the following members will not be renewed: Grasserbauer (on Chemistry and Industry Committee), Salomon, Toth, Akaiwa, Gelencser, Hulanicki, Sanz-Medel, Pettit. The ACD expresses its extreme gratitude for the work that these members have performed during their terms, and looks forward to a long association with them in the new role as IUPAC Fellows.

5.2 Election of Division Officers

Proposed by Folke Ingman and seconded by Adam Hulanicki and Richard Durst, David Moore was unanimously elected Vice-President, and, proposed by Folke Ingman and seconded by Richard Durst, Kip Powell was unanimously elected Secretary. Their terms officially begin 1.1.2000.

5.3 Finalization of membership for 2000-2001

The membership of the ACD will be: Folke Ingman, President, David Moore, Vice-President, Kip Powell, Secretary, Fred Adams, Richard Durst, Boris Spivakov, Lloyd Currie, Ales Fajgelj, Bernhard Schrader, R. Niessner, and the co-opted Commission Chairs.

5.4 Plan for Nominations and Elections for 2000-2001

The ACD will establish a nomination committee by the middle of the year 2000, with a composition in accordance with the IUPAC By-laws, for the election of the ACD membership for 2002-2003. Of extreme importance is the necessity for the continued balanced makeup of the ACD, with coverage of all aspects of analytical chemistry. Either an explicit plan or a part of a new Terms of Reference would establish this balanced makeup in some to be determined form.

6. Report on meetings of the Executive Committee

The Executive Committee (Ingman, Grasserbauer, Moore) met in Geel, Belgium, February 1998, to finalize the report from the meeting in Idstein, and to decide on actions to actualize the recommendations of the report.

7. Report on the status of Interdivisional Projects and Committees

7.1 Interdivisional Working Party on Harmonization of Quality Assurance Schemes

Fajgelj thanked the help from the Executive Committee given to finalize the new terms of reference of this working party. He then discussed the projects and their status. Three projects have been published (501/7/95 in PAC Feb. 1999, 501/9/97 in ACQUAL August 1999, and Proceedings from the Workshop on Matrix Reference Materials as number 4 in the series from this Working Party published by the Royal Society of Chemistry. Project 501/9/97 serves as a good resource to find discrepancies in term definitions between various bodies. The WP will attempt to achieve harmonization of these terms in the future. It also will provide information for questions between defining bodies and regulatory bodies.

The WP recently succeeded in obtaining funds via the new project proposal procedure (Project Committee) to help fund a workshop on In-House Method Validation – Budapest, 1999.

Three new projects

Update of the Harmonized Protocol for Proficiency Testing

New structure of the information system on CRMs

Traceability concept in chemical measurement. Grasserbauer suggested this be done jointly in conjunction with the upcoming Thinkshop at the EC

Roger Wood will remain assigned to this IWP from the TM Pool for 2000-2001 (see Minute 10 below).

7.2 Interdivisional Working Party on Redefinition of pH Scales

Rondinini provided a brief overview of her presentation of the results from this Working Party, which were presented to the IUPAC General Assembly on Monday morning. The working party has completed their work, and the completed report will be available for comment at the end of September, 1999. It will be sent to ACD members, all ACD Commission Chairs and Secretaries (for further distribution) and its availability for comment will be advertised on the pH web site and the IUPAC web site, as well as in Chemistry International.

8. Commission activities:

8.1 Reports of assessors for 1998-1999

The minutes from Geneva were not received by ACD members. They were therefore not reminded of this duty.

8.2 Selection of assessors for 2000-2001

Within the new ACD structure this function will no longer be needed, so it was decided to disband assessors.

9. Other Division Activities involving Division members; election of representatives

9.1 IDCNS: J. Lorimer (Deputy: D.S. Moore)

9.2 Pure and Applied Chemistry – Editorial Advisory Board: B. Spivakov

9.3 Coordinating Committee on Chemistry and Environment Programme: M. Grasserbauer

9.4 Monographs on Chemistry for the 21st Century – Editorial Advisory Board: NA

9.5 Committee on Chemical Databases: NA

9.6 Committee on Teaching of Chemistry: D.T. Burns

9.7 Coordinating Committee on Chemistry and Materials: F. Adams

Note: It was brought up that the normal representative of the IUPAC to the FECS is the ACD President.

10. Structure and membership of Commissions and Working Parties

The Working Party on pH will be finished by the end of September 1999 and will then disband

The WP on Harmonization of Quality Assurance Schemes and the Commissions will remain in their present forms for 2000-2001.

There will be three Pool TMs as follows:

- R. Wood: assigned to the Interdivisional Working Party on Harmonization of Quality Assurance Schemes to complete the project on In-House Validation and the new project on Update of the Harmonized Protocol for Proficiency Testing
- R. Niessner: assigned to V.4 to complete the project 540/20/95 (Bioanalytical Sensors)
- Y. Vlasov: assigned to V.5 to complete the project 550/64/97 (Non-selective sensor arrays) as well as help V.5 finish their remaining projects on time.

11. Budgets for the 2000-2001 biennium

The budget for the ACD for 2000-2001 will be USD 44,400.

12. Date and venue of the next meetings

The ACD including the co-opted Commission Chairs is planning a meeting for early in the year 2000 to outline the strategy for the future. The dates and venue will be announced via e-mail.

The next General Assembly will be at Brisbane, Australia, 29 June – 8 July, 2001 in conjunction with the 38th IUPAC Congress – Frontiers in Chemistry. ACD members are encouraged to submit abstracts for oral and poster presentations, and to contact Bob Gilbert to suggest important analytical developments that should be included in the present program themes.

13. **Other business:** There was none

1999-08-11: Dr. David S. Moore, Secretary, IUPAC Div. V