

## Item 7: Report of the Secretary General

The IUPAC Statutes give the Secretary General the responsibility for carrying out the business of the Union, keeping its records, and administering the Secretariat. IUPAC conducts a large amount of “business,” so the Secretary General personally and our professional staff at the Secretariat are involved in a large number of activities across the entire Union. I will highlight three aspects of our “business” – the operation of the Secretariat, the functioning of our project system, and the Affiliate Membership Program.

### The Secretariat

This is the focal point for administrative and financial activities; the Secretariat manages our publications program; the Secretariat is the hub for communications with all IUPAC constituencies and, increasingly, with the outside world. Since my report two years ago, the Secretariat staff remains at five persons, but three of the five were not there two years ago. Our Executive Director, John Jost, has taken advantage of staff departures to redefine jobs and to upgrade the professional staff in order to better serve IUPAC’s complex requirements. Paul LeClair is responsible for the maintenance of an array of databases that keep track of our Members, Fellows, Affiliates, subscribers to publications, authors of papers, and almost every aspect of IUPAC’s work. Lucinda Kelly handles a wide variety of administrative activities, from all sorts of correspondence to paying travel claims and selling IUPAC books. Laura Abernathy is now responsible for “communications” in a broad sense. As she becomes familiar with IUPAC activities, you will increasingly see her hand in messages to NAOs, chemical societies, national chemistry news magazines, Company Associates, and others. With the help of leaders in our Divisions and Committees, she will try to distill from the “stodgy prose” that we scientists often write the essential features that can be used to explain the excitement and importance of the Union’s work.

Fabienne Meyers continues at the epicenter for a very wide variety of the most creative aspects of the Secretariat’s work. She remains responsible for our web site, which, as the President pointed out in his report, is now widely visited by a variety of audiences. For almost two years, she has been editor of *Chemistry International* and is responsible for the amazing transformation that you have seen in content, writing style, and appearance of our news magazine. She handles administration of the project system, which is now the heart of IUPAC’s scientific activities. She continues to initiate novel activities. For example, she was responsible for obtaining a USD 32,000 grant to support young scientists to attend the IUPAC Congress, and she orchestrated the colorful new IUPAC brochure and the fortune cookies (!) that you will see at the Congress. Shortly after the General Assembly, Fabienne will leave the Research Triangle Park area as her husband takes on a professorship at Boston University. Fortunately for us, Fabienne would like to continue to work with IUPAC. John Jost recommended, and the Officers agreed, that she continue to carry out her IUPAC responsibilities from her new home. In this age of electronic communication, we are confident that she will continue to function as effectively in Boston as in RTP.

Of course, as Executive Director, John Jost is responsible for managing the entire Secretariat. He has recruited the talented staff. Personally, John handles a very large amount of work, from dealing with – literally – everyone involved in IUPAC activities, to administering all financial matters and preparing the minutes you see from many of our committees and governance bodies. As the Treasurer points out each biennium, the

## **Item 7: Report of the Secretary General**

Secretariat invariably operates below its budget, and far below the amount required before John became Executive Director, while the range of tasks handled by the Secretariat continues to enlarge each year.

### **Projects**

You will hear a great deal about the substance of individual projects in the reports by Division Presidents and Committee Chairmen, and the President has already provided in his report considerable information about overall numbers and output of projects. I would like to complement these presentations by commenting briefly on the scope and operation of the project system.

Proposals for IUPAC projects may be submitted by anyone on a simple, web-based form. The Secretariat is set up to deal with proposals promptly by soliciting outside reviews and by referring the proposals to relevant Divisions and Standing Committees. We need to do a better job of communicating to the worldwide chemistry community that we welcome ideas for projects, along with volunteers to carry out the work. Every Delegate to Council has an independent scientific life outside IUPAC. In your research and educational activities, in your participation in other scientific societies, in your work in managing and supporting chemistry, and in your interactions with the public – please think of ways by which IUPAC might provide a unique international perspective and then think about how to formulate an appropriate project. Most projects are now and will probably continue to be in “traditional” IUPAC areas of forging international consensus on terminology, nomenclature, data standards, etc. But others are in education and in important global problems related to the chemical sciences.

Projects have become a “way of life” in IUPAC. The member database lists 610 members of project task groups [actually somewhat larger since task group chairmen do not always notify the Secretariat of new members added to the task group after the project proposal form is submitted].

So far, financial resources have not been limiting. Division and Standing Committees are usual quite frugal in the amounts they allocate for project expenses. For example, they insist on carrying out most work by e-mail, with only really essential travel supported. So our resources can be stretched to cover many projects. In addition, for projects with broad impact and appeal, outside funding can sometimes be obtained. The President spoke of our project to provide advice to the Organization for Prohibition of Chemical Weapons. An initial allocation by IUPAC of USD 10,000 [much of it still unspent] was leveraged to a budget of USD 110,000 with support from foundations, government and industry, plus other cash and in-kind support from the US National Academies. CHEMRAWN conferences have raised large amounts of money outside IUPAC, as did the recent joint project of SCOPE and IUPAC on Endocrine Active Substances. Many other smaller projects also attract outside support if the basic ideas are sound and IUPAC is seen as exercising control over quality and management of the project.

### **Fellows and Affiliate Member Programs**

Members of IUPAC bodies, including project task groups, become eligible to be named as IUPAC Fellows on completion of their current IUPAC service. Currently there are 1063

## Item 7: Report of the Secretary General

Fellows. We anticipate that from time to time many Fellows will return to IUPAC service on project task groups or as members of IUPAC committees. In such cases, the title "Fellow" continues, but the individual is counted among active members.

The Affiliate Member Program increased in size somewhat during 2002 but may decline this year. From 2001 to 2002, the number of Affiliates increased by about 350 to a total of 5142. This increase was entirely due to a spurt in Affiliates from the American Chemical Society, where the count increased from 3212 to 3650, more than offsetting a drop in the number of Affiliates from most other countries. Unfortunately the ACS total for 2003 has dropped back to 3286. We do not know whether the increase for 2002 was fueled by publicity following the Congress and General Assembly, plus an article on the AMP by Michael Freemantle in *Chemical and Engineering News* in October 2001. I have been in touch with officials in some of our other leading chemical societies regarding AMP membership in their countries. They have or soon will provide additional publicity in their news magazines. We have noted an increase in the number of members joining individually through the IUPAC web site, from 28 in 2001 to 44 in 2002, but these account for a very small portion of the Affiliate program.

We feel that there is still untapped potential for growth of this program, but this will require continued efforts by the IUPAC Officers, the Secretariat, and especially the NAOs and national chemical societies. With the improved content and appearance of *Chemistry International*, we can provide a better tangible product to Affiliates.

Demographic data from the ACS suggest that the Affiliate membership, in the USA at least, is rather fluid. Thirty percent of the Affiliates [1001] joined within the last two years, 682 of them in late 2001 to become Affiliates in 2002. However, the cohort that had joined in 1996-2000 dropped from 1590 last year to 1056 this year, while the numbers of those joining in 1986-1995 showed a smaller decline, 1378 to 1228. Clearly, we not only need good publicity to attract new Affiliates, but we must be sure that we continue to supply a clear rationale for their remaining in the program.

Financially, the AMP is still regarded as approximately self-supporting. The income to IUPAC from membership fees [USD 16 each] more than covers the *pro rata* portion of the production cost of *CI* attributed to Affiliates [a surplus of about USD 25,000]. However, these costs do not include the small amount of staff time devoted to AMP administration or the staff time devoted to the preparation of *CI*, which would be incurred with or without the AMP.