

## IAU EXECUTIVE COMMITTEE 104 - virtual meeting

### Agenda

2020 May 11-15

#### Participants

##### Executive Committee Members:

- Ewine van Dishoeck (President; Netherlands)
- Debra Elmegreen (President Elect; USA)
- Teresa Lago (General Secretary; Portugal)
- Jose Miguel Rodriguez Espinosa (Assistant General Secretary; Spain)
- John Hearnshaw (Vice-President, 2<sup>nd</sup> -term; New Zealand)
- Ajit Kembhavi (Vice-President, 2<sup>nd</sup> -term; India)
- Boris Shustov (Vice-President, 2<sup>nd</sup> -term; Russia)
- Daniela Lazzaro (Vice-President, 1<sup>st</sup> -term; Brazil)
- Laura Ferrarese (Vice-President, 1<sup>st</sup> -term; Canada)
- Junichi Watanabe (Vice-President, 1<sup>st</sup> -term; Japan)

##### Advisers:

- Silvia Torres-Peimbert (Past President, Adviser; Mexico)
- Piero Benvenuti (Past General Secretary, Adviser; Italy)

##### IAU Secretariat:

- Maria Rosaria D'Antonio, Head of Administration
- Madeleine Smith-Spanier, Database Manager/ Assistant

##### GA2021 Chair of the LOC:

- Hyesung Kang (Pusan National University)

##### Division Presidents:

- Daniel Hestroffer (France)           A
- Michael Burton (UK)                B
- Susana Deustua (USA)             C
- Elena Pian (Italy)                 D
- Sarah Gibson (USA)                E
- Gonzalo Tancredi (Uruguay)       F
- David Soderblom (USA)            G
- Leonardo Testi (Italy)             H
- Denis Burgarella (France)        J

*Tuesday , May 12, 15:00 pm- 19:15 pm CEST*

### **1. Welcome by the President**

The President starts with a small presentation on the new challenges for both astronomy and the IAU in these difficult times.

### **2. Approval of the Agenda**

The GS requests to add the point 8.4, on the CUP proceedings.

### **3. Executive Committee matters**

#### **3.1 Approval of the Minutes of EC103**

The minutes are approved after a correction suggested by D. Elmegreen and approved by the EC that the 2018 numbers as presented in the 2019 budget contain clerical errors, most notably in the 2018 IAU100-Year budget. The EC100 approved number is 129,500 € rather than 74,500 €.

#### **3.2 Review of actions**

Already discussed. GS: action to work on the Transactions Publication.

### **4. Division Presidents matters**

#### **4.1 Division Presidents reports**

- Each Division President gave a presentation concerning their Division activities.
- D. Soderblom suggested an alternative proposal to a longer term for DPs. The President suggested this to be discussed with the Officers and that the DPs return with a proposal for the EC.
- The President considers it important that the DPs circulate some updates during the year to their Division.
- Several Symposia are now postponed for next year due to the COVID-19 pandemic.

#### **4.2 Annual reports: Commissions & WG**

- **Statistics**

M. Smith gave her presentation; the Division reports have been received and uploaded to the webpages. The majority have received them.

- **DP comments**
- **Procedure for renewal of Commissions & WG's at the GA**

The DPs strongly argued for a full reset of the Commissions at the GA 2021 (6 years after their formation at the GA 2015). Commissions that want to continue need to re-apply, and new Commissions are welcome. The WGs are automatically reset, except for the functional WGs. The EC adopted this proposal.

**ACTION on GS + M. Smith + DPs: procedure for reset of the commission and WGs**

### 4.3 IAU WG on sustainability

D. Elmegreen: during the OM, there was a discussion on sustainability practices, with the proposal to formulate a statement by the IAU. D. Elmegreen, with L. Ferrarese and D. Soderblom drafted a statement and circulated it to the Chairs of the AAS Sustainability Committee, but decided it was too North American-centric. The President requested input from A. Kembhavi and K. Govender, which they provided. The President at this meeting requested that the DPs and EC propose volunteers (who are experts on these issues) to draft a new statement with a more global point of view. Suggestion of 5 members for this new WG.

**ACTION: EC + DPs to suggest names for WG.**

The GS noted that a small WG composed of Monica Valluri, J. Hearnshaw and the GS revised the anti-harassment policy. At the OM meeting, she asked that the President-Elect and the AGS, together with J. Hearnshaw, draft an ethics policy, which was subsequently approved by the EC in written procedure and added to the IAU Code of Conduct. Therefore the GS's experience of using small WGs to accomplish specific tasks works well.

### 4.4 EC WG reports + brief discussion

- 4.4.1 The President asks about the draft of the Springboard to Action document resulting from the IAU Symposium on equity, diversity and inclusion by S. Deustua for the EC; it will be necessary to have an EC discussion in order to finalize it.
- 4.4.2 "Dark and quiet skies" are going to be discussed on Thursday.
- 4.4.3 The President notes that the Global Coordination workshop on Transients in early February in South Africa is generously sponsored by the Kavli foundation. Its report will contain interesting recommendations for the IAU and its community. In future years, the aim is to continue to have a Global Coordination WG meeting at the GA, and one Global Coordination workshop centered on a specific topic in between GAs.
- 4.4.4 The WG on the Naming of Exoplanets has been considering a number of generic issues for future naming campaigns. D. Elmegreen says the WG had suggested procedures and guidelines concerning corporate interest in sponsoring public naming, to protect the reputation of the IAU. There was subsequent discussion on whether the IAU might have a public-naming campaign each triennium, since Name ExoWorlds was very popular.

**ACTION on Division F whether this WG continues and in what capacity: a more concrete proposal is needed. EC members with opinions on this should send their comments to G. Tancredi and he will return to the EC with a proposal.**

**4.4.5 Junior Member WG:** The JM inaugural meeting was planned for November 2020 but has already been cancelled. In the document there are three different options for the meeting at the GA. The Officers prefer option A (a 3-day event before the GA), but this is a decision for the EC to make. The GS informs that there is an on-going negotiation with Seoul University to organise the meeting the week before the GA and, in this case the costs will be reduced. One should also consider that people will travel to Busan for the GA and that the location is not too expensive, perhaps even without any registration fee.

**PLAN A APPROVED**

**4.4.6 Women in Astronomy WG:** The report of the Gender Gap study by ISC was presented also in Japan at IAUS 358. The President mentions that they want to stay in a separate WG from equity, inclusion and diversity. After some discussion it was accepted by the EC that WiA remains as a separate WG.

#### **4.5 Functional WG: rotation of chair + brief discussion**

M. Smith shared a proposal on guidelines and rules for Working Groups including rotation of the Chair and term-limits. Everyone approved the new rules for the WGs.

Functional WGs should not have to be included in the re-set, since they will remain for the following triennium.

**ACTION M. Smith - rules for Functional WGs and link to document approved**

## **5 Membership matters**

M. Smith presented a proposal by the GS to remove, after 3 years, the inactive members. **PROPOSAL APPROVED**

### **5.1 Membership Policy**

#### **5.2 Membership update**

- **Individual members statistics**
- **Junior members statistics**

M. Smith presented slides with statistics of the current situation of the IAU membership.

### **5.3 Membership Committee report**

D. Soderblom asks to update the membership application form with a letter or document from the Department that granted the degree to the applicant and CV to be required for all member application. This document replaces the previous letter. Important to simplify the approval process.

**D. Soderblom's PROPOSAL APPROVED**

**ACTION GS and M. Smith to update the information on the application form**

## **6 Scientific meetings**

### **6.1 Policy for postponed Symposia 2020 proposal + brief discussion**

The GS presents the list of Symposia and the current situation. This year, with the emergency of COVID-19 only one Symposium took place in March 2020.

The President asks VPs and DPs to consider as a solution including some of the 2020 symposia in the GA; that could make the GA more attractive with others moved to virtual meetings.

### **6.2 Proposal of Symposia and Focus Meetings 2021**

The President proposes to the DPs to discuss Wednesday during their parallel meeting and return Thursday with a proposal.

### **6.3 Regional Meetings 2020-2021 update**

GS: informs that APRIM scheduled for July was cancelled

**DECISION postponed in the next months considering the COVID situation**

**ACTION President and GS to respond about the decision taken.**

### **6.4 CUP Proceedings**

GS-CUP forecast for 2020 budget is 60 000 euro. Proposal to increase the prices for 2021, 3% for the delegates books.

Problems with Symposia that did not submit the proceedings, certainly an item to be discussed in a WG.

**ACTION on President + DPs: revise IAU publications document and make proposal for next EC**

## **7 Prizes and Grants**

### **7.1 TGF Fellowship 2020**

D. Elmegreen showed the Gruber Fellowship results with proposals from 15 countries.

Committee: D. Elmegreen, , J. M. Rodriguez Espinoza, L. Ferrarese, A. Kembhavi, B. Shustov.

The criteria were: the scientific proposal, the letters and the proposed use of funds, but also by the previous fellowship done in different Countries. 2 winners were selected: Dr. Anumpam Bhardwaj and Dr. Gabriela Calistro Rivera.

**DECISION: TGF fellows approved by the EC**

## **7.2 PhD Prizes 2019**

Postponed. Deadline late May to tell EC on proposed PhD prize selected winners

**ACTION DPs - 22 May deadline**

## **7.3 ODE Prizes proposal**

**DECISION: WG formation on guidelines for prize(s)**

The EC thanked the President for initiating the prize with her funds.

## **8 IAU 100y**

### **8.1 IAU 100y Legacy, transfer to OAO**

Presentation by President with the results of the 100yr; see also the IAU100 yr final report published on the IAU website.

### **8.2 Budgetary summary**

**All approved the presentation of the project and its budget as summarized in the IAU100 finances report**

## **9 IAU fundraising strategy-videoconf with Genevieve Marshall**

G. Marshall presents with some slides, her work and her objectives in her new role. The President considers the ethics policy for co-sponsorships as highly important.

President asks approval for fundraising plan 2020, EC endorse it, though with a reduction from 100000€ to 50000€ for this year, as well as starting a fundraising WG

**ACTION: President asked EC members to think of names for people to add to this WG and send to the President**

*Division Presidents to hold their discussions in a separate videoconference*

## **10 Paris Office**

### **10.1 Press Office**

GS: IAU continues to benefit from Lars Christensen's expertise

### **10.2 ESO web support**

The meeting scheduled at ESO in March was moved to an interesting virtual meeting.

GS: Agreement with ESO is revised and covers the triennium until December 2021, the next GS will consider whether to maintain the same conditions or update the contract.

## **11 Financial and other matters**

### **11.1 Financial Report 2019**

Two motions on IAU 100

Budget **APPROVED**

**ACTION: The AGS will circulate an addendum on IAU100 budget to the EC for approval, and then to the Finance Committee**

### **11.2 Report Finance Committee**

#### **11.3 National Members dues update**

R. D'Antonio presents the 2019 and 2020 situation of the dues. She recommended to consider that many Countries usually pay in June and in autumn for administrative reasons. It will be necessary to consider the crises that can come up considering the COVID pandemic and monitor the situation in the next months.

#### **11.4 Proposed Budget 2020**

**The EC approved the 2020 budget following motions to decrease the amount to be obtained through fundraising, to continue support for the ISC women gender gap study, and to increase the OAD Projects budget line.**

## 12 GA in Busan 2021

Update on the preparation, including space & SK grants through prepared video.  
President welcomed and thanked Hyesung Kang; invites questions/answers.

H. Kang says that recently the Ministry of Science cut the budget for the GA, now it is necessary to reduce the cost of the essential expenditures.

E. van Dishoeck: November 2020 deadline to confirm the key dates, taking time to reflect. It is clear that the opening registration scheduled in September must be postponed, the GS points out that people are motivated to register only if it is possible to travel and, at the moment, we don't know what the situation will be like at that time. The President considers a deadline of March 15 for early registration.

AGS presents new proposals for the scientific program with different options.  
List selection of 2021 FM and Symposia approved by the ECs and DPs  
President asks to involve also the VPs in the decision.

**MOTION APPROVED: on Symposia and Focus Meetings - unanimously to hold 7 symposia during the GA. No non-GA proposals are accepted for 2021 due to 2020 carry-overs.**

**ACTION on DPs to provide recommendations to the GS and H. Kang on which meetings should be sequential or should not overlap by the end of May**

### 12.1 Draft Scientific Program

### 12.2 Institutional meetings

GS shares the draft program, which everyone considers very complete

H. Kang proposes 7 parallel session so it will be possible to finish on Friday.

All institutional meetings (Offices, EC Working Groups) and Division Days approved after brief discussion

- **Proposals approved, with OPTION A for Junior Members**

### 12.3 Grants allocated by IAU

The GS explains that the Korean grants will be selected in coordination between the IAU, KASI and the SOC.

P. Benvenuti highlights the procedure that people applying for grants should register for the early bird registration which would then be deducted if they get a grant.

## 13 OAO

### 13.1 Report by AGS Coordinator's report + discussion

The AGS shows the Report. The Office is very active also in the adaptation to the COVID-19 situation.

### 13.2 Update on OAO review 2020

Short summary presented by the AGS.

The Terms of Reference have been agreed with NAOJ DG; The review period will cover: April 2017 to the end of March 2020;

The agreed timeline: documents for the review made available by 15 July 2020, including the self-evaluation report compiled by the OAO; will include site visit (if possible) and interview with OAO staff, discussion with stakeholders;

The review should be completed by 9 November 2020.



Reviewers: IAU - Elaine Sadler, from Sydney Institute for Astronomy and Foreign Secretary of the Australian Academy of Science, Oddbjørn Engvold, from Oslo and former GS; NAOJ - Hiramatsu Masaaki, NAOJ/ALMA

## **14 OAD**

### **14.1 Report by the SC; Director's report + discussion**

#### **14.2 Update on OAD review 2020**

AGS confirms that they are working very well for the GA 2024, also confirmed by the report of the SC. D. Lazzaro says that the team was very reactive with the response to the pandemic. It is necessary to consider the next review.

The GS reports on the telecom of the high-level meeting including the President in early February 2020 regarding the OAD review in 2020. The main change agreed then was to have 2+2 members in the review committee, 2 proposed by each partner.

The draft of the new ToR were received close to the end of April; the IAU already proposed 2 names, Ian Corbett and You-Hua Chu - both agreed.

**ACTION: review should be concluded next November.**

## **15 OAE**

### **Report by the SC; Director's report + discussion**

GS: report: the activity started in January 2020, S. Deustua is the chair of the SC. The agreement with the MPI Heidelberg is very good and the team is extremely active and very motivated

S. Deustua says that an important task should be to build a special archive of curated educational material.

They are receiving interesting proposals for OAE nodes. The deadline for the selection was in May.

## **16 OYA**

### **16.1. ISYA Schools 2020-2021 Director's report + discussion**

#### **16.2 Report from the SC**

AGS: the activities were affected by the pandemic, the school in Mexico was postponed. President talks about the positive results of the school in Kunming. Last December in Oslo the SC highlighted the point about the connection between students / data/ schools. The discussion about the possibility to have schools in remote mode will take place in July.

The GS pointed out the excellent activities developed by OYA and the fact that this is the only IAU Office without paid staff - the Director and Deputy Director work pro bono.

#### **16.3 Capacity building schools 2021+**

President presented the proposal for starting a series of capacity-building workshops, called IAU Hands-on Workshops, aimed at 2 workshops per year. Some of these could be joint with COSPAR, as is happening already. The first one will probably be made in late 2021, which is the necessary time for the proposals and organizations. G. Tancredi supports strongly this proposal, very important step for the developing countries.

GS asks if this kind of workshop is to be included in the OYA activities; the President says that it is a parallel activity to ISYA with different target groups, not just students.

S. Deustua says that including also senior astronomers gives them the possibility to upgrade their skills.

D. Burgarella proposes also the cooperation with agencies and observatories. The President says that their collaboration is useful also for extra funding and in-kind contributions of staff as lecturers.

**MOTION APPROVED unanimously; document approved**

### **17 Telecon with the 4 IAU Offices**

2+6 minutes per office to highlight items in their reports, discuss the impact of COVID-19 on their activities, and take one or two questions.

President welcomes the IAU Offices asking about their plans in these difficult circumstances.

- OAO: L. Canas presents 3 slides. She talks about the 100y celebrations and the great work and participation of the NOCs. Several different tasks for the OAO, social media, newsletters, CAP journal projects and the astronomy translation network. Evaluation report in progress, human resources are a necessity - only 2 people in the office. Regarding the website: considering the possibility to think and refresh the content.
- OAE: S. Deustua the office is very productive during the pandemic; they have one post-doc position they need to fill but haven't been able to yet. Some visitors etc. are on hold because of COVID-19.  
OAE is searching a host for the next Shaw-IAU OAE workshop in December.
- OYA: I. Aretxaga: the ISYA school in China was a very important success. Highlighted the database after 5 years of work; an important milestone with the help of a small team: David Mota and Michele Gerbaldi. Its purpose is to find and track where prior students are in their career.

2020-2021: 3 schools approved, 1 in Mexico postponed. It is necessary to consider the new reality for the next Schools in South Africa and Algeria. All schools are currently on hold. In 2021, must re -think how to organize these schools.

An Article dedicated to OYA in the next Catalyst.

- OAD: Report

The work continues during the pandemic, taking the opportunity to invent new ways to promote development and alleviate the stress this pandemic imposes. It is important to consider also how other astronomers in the world face the pandemic as well as the economic impact.

Coordinated communication/synergy among offices

M. Pospel: Building astronomical network for OAE. There is a very fruitful connection with the OAO and the OAD.

- Fundraising, G. Marshall very active

## **18 Report from DPs separate telecom.**

S. Deustua shows the DPs slides:

Several invited discourse proposals made.

**ACTION M. Smith to send to DPs details of the 2018 procedure on election of Presidents, VPs, Steering Committee members and Organizing Committee members of both Divisions and Commissions.**

**MOTION: President's proposal not to select any non-GA symposia proposals.  
APPROVED**

**ACTION: AGS will work on updating template to review the symposia with DPs input.**

**ACTION: M. Smith to clarify the associates application process with the DPs**

## **19 EC 105 in April 2021**

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The next EC Committee will take place in April 2021 in Paris

## **20 Update GA 2024 preparation**

With the generous help of the ESO Legal Office, the agreement was examined in detail and finally signed in March 2020.

**ACTION: P. Benvenuti and R. D'Antonio update and insert online the past EC 100 and 101 minutes.**

**IAU EXECUTIVE COMMITTEE 104c - virtual meeting**  
**MINUTES**

2020 September 1st

Participants

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**IAU Secretariat:**

- Maria Rosaria D'Antonio, Head of Administration
- Madeleine Smith-Spanier, Database Manager/ Assistant
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**1. Welcome, adoption of agenda**

Agenda approved

**2. Approval of EC 104a minutes and action items**

The GS requests to correct the point *13.2 Update on OAO review 2020*:  
add that this is under the responsibility of the GS.

Minutes approved after a few additional minor corrections.

**3. EC104b report and action items**

On June 1 2020, the EC held a zoom meeting (called EC104b) concerning changes to the IAU working rules for financial matters. In particular, the establishment of a Budget Committee consisting of the GS, AGS and one EC member was proposed and approved. The new working rules were implemented and posted on the IAU website. Laura Ferrarese was subsequently elected as the EC member to serve on the Budget Committee (BC).

**4. Financial matters**

**-FR 2019 Addendum**

**EC: Document approved**

**- FR 2018 revision**

The text written by LF, which provides a preamble and lists the changes in numbers between the old and new version in detail as footnotes to Tables, clarifies the purpose of this document, explaining the clerical mistake.

**EC: FR2018 revision approved with two abstentions**

**- Budget 2020**

The GS confirms that the delayed 2016 Cambridge proceedings income will arrive this year. Following a discussion on a number of detailed items, the **EC approved the 2020 budget**.

**5. Springboard to action:** approval of document minus ref. 8

**EC: MOTION approved**

**6. Resolution on Climate change:** the EC agreed to pass this draft resolution on to the resolution committee, with the small modification proposed by B. Shustov. The EC also postponed setting up a sustainability WG, since the COVID-19 pandemic is already changing the ways in which we operate.