

**Publications Committee Meeting
Lanzarote, Spain
Friday, 18 February 2005
17:30 – 18:45**

Agenda

1. Welcome
 2. Apologies for absence
 3. Attendance
 4. Minutes of last meeting with ECM-95, Trento (attached)
 5. Matters arising from the minutes
 6. IUVSTA web site updating
 7. Other publications
 8. Finances
 9. Other business
 10. Next meeting
 11. Adjournment
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Publications Committee Meeting
Villa Madruzzo, Trento, Italy
25 June 2004

1. The sixth Publications Committee meeting of the triennium 2001-2004 was opened by the Chair, John T. Grant, at 5.30 pm. Attendees were welcomed to the meeting, and everyone introduced himself or herself.
2. The attendance list was circulated. The attendees were:
**Publications Committee:*
A. Pregelj, R. Redhammer, R. Reid, U. Valbusa, P. Woodruff, M.G. Barthes, L. Köve'r
**Observers:*
M. Szymonski, B. King, Ki-Soo Sohn, Hongsun Gao, P. Nascente, P. Hedbavny, N. Radic, M. Jenko, F. Mazzolini, P. Strubin, J.J. Pireaux, J.L. Robinsh, H. Wahl, A. Yoshimori, H.F. Lin, M.Ono, B. Westwood.
3. The minutes of the previous meeting on 13 February 2004 at the Chateau de Pizay, Lyon, France were accepted.
4. The matters arising from the minutes were:

- a. IUVSTA History Update. John Robins wrote a comprehensive Appendix to update the "History of the International Union for Vacuum Science, Technique and Applications" for the 2001-2004 Triennium. John was thanked for this by acclamation.
 - b. CD-ROM of Histories. One thousand copies were made of a CD-ROM containing the "History of the International Union for Vacuum Science, Technique and Applications", "Short Histories of the National Vacuum Societies within IUVSTA", and the Appendix "2001-2004 Triennial Update of the History of IUVSTA". The CD-ROMs are to be distributed to pre-registered attendees at the IVC next week in Venice. Ron Reid organized the production of the CD-ROMs and he was thanked for completing this task.
 - c. Members Area. A "Members" area has been added to the website. This allows restricted access to the Directory, and to the archived minutes and reports.
5. *IUVSTA web site.*
- a. Numerous updates and additions have been made to the website, including the Statutes for most of the Divisions. Any corrections or updates to the website should be sent to the web editor rather than to the webmaster.
 - b. There was some discussion of problems with printing the News Bulletin in portrait format. Such problems should be eliminated when the website is re-written using php format that will allow simple updating of the site through databases.
 - c. The News Bulletins need to be printed for the Archives.
 - d. The IUVSTA logo needs to have the text separated from the image. The image has been re-done by Massimo Sancrotti for the IVC and should be used. The text needs to be updated with the two new Division names.
6. *Other Publications.* The IUVSTA Flyer will need to be updated for the following Triennium to reflect changes in the names of two Divisions and the contact information for the Secretary General. It was decided that the flyer should be put on the web and copies could be made from a downloaded file as needed.
7. *Finances.* An invoice for CHF 3107.00 from the SFV for the final one-third of the web transfer/formatting expenses and all the web maintenance costs for the first half of 2004 was received and approved for payment (moved by Ugo Valbusa and seconded by Phil Woodruff). Payment for £ 1000.00 plus appropriate taxes was also approved for the production of the 1000 CD-ROMs of the IUVSTA histories to be distributed at the IVC in Venice (moved by Phil Woodruff and seconded by Marie-Geneviève Barthès). The proposal from the SFV to re-write the IUVSTA website using a php format was also accepted and approved.
8. *Other Business.* This is the final meeting of the Publications Committee for this Triennium. Alain Roche will be the new Chair of the Committee. The original Dreamweaver CR-ROM was given to the new chair.
9. *Recognition of Committee Members.* The Chair thanked all the Committee members for their work during the Triennium. Particular recognition was given to: Alain Roche for his work as Secretary in compiling the minutes and for editing the last few issues of the News Bulletin; Lars Westerberg for editing the first few issues of the News Bulletin; Ron Reid for visiting the SFV to discuss re-writing the IUVSTA website using a database technology, for archiving the minutes and reports on the website, and for the production of the histories on CD-ROM; Angus Rockett for providing educational material for the website; and Bill Westwood for sending me updates for the website; and lastly (but not the least) John Grant was thanked by Alain Roche for chairing this committee so smoothly.

10. The meeting was adjourned at 6.30pm.

Programme proposal for the 2004-2007 triennium of the « Publication Committee »

- 1- To update the IUVSTA website (officers, councillors, alternate councillors, committee members of the new triennium)
- 2- To rebuilt the IUVSTA website SFV using a PHP format (accepted and approved during our last GM meeting in Venice).
- 3- to identify each division web-correspondent
- 4- . The IUVSTA Flyer will need to be updated

PUBLICATIONS COMMITTEE

The main issue of the publications committee will be the further development and refinement of the IUVISTA web-site in order to make it easier to update it and more attractive.

Let us to remind that to obtain more information, a list of default web contact persons who are responsible for providing input to the web editor was determined (during the past triennium) as follows:

<i>Area</i>	<i>Responsible</i>
Divisions	Division Chairs, who may name a web correspondent for the division.
Workshops	Secretary of STD, who should require from organizers that the input is provided.
Conferences	Chair, Congress Planning Committee. (IVC, ICTF, ECOSS and EVC)
Events Schedule	Secretary General
Education	Chair of committee or delegate
ECMs	Secretary General

FOR each committee and division, a contact person who will be responsible for providing information to the publication committee is highly wished. Her name and coordinates should be addressed to the secretary of the publications committee.

The IUVSTA News Bulletin went electronic in the beginning of end of last triennium.

The flyer will be updated again. It will be also available for downloading from the web.

Alain André ROCHE

Chair

Robert REDHAMMER

Secretary

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