

Minute ICF Executive Committee meeting

December 2, 2013

Boston, MA

In attendance

Ce-Wen Nan, President

Danilo Suvorov, President Elect

Gary Messing, Past President

Kiyoshi Okada, Secretary-Treasurer

Sylvia M. Johnson, Chair of Technical Committee (TC)

1. Minutes of July 5, 2013 ICF Executive Committee meeting were approved.
2. G.Messing reported that the Nominating Committee nominated the Officers for the term 2014-2016 as follows; Danilo Suvorov, President, Kathy Faber, President Elect, and Ce-wen Nan, Past President. Candidate for Secretary-Treasurer will be recommended from Kiyoshi Okada later.
3. C.Nan reported that detailed information on ICC5 which will be held at Beijing on August 17-21, 2014. The local committee is planning 10 symposiums and expecting more than 1000 of attendance. More detailed information will be uploaded on the ICF Website by January, 2014.
4. S.M.Johnson reported that the last TC report was in June 2013, at PACRIM. Since then S.M.J. has encouraged the committees to sponsor symposia at ICC5, asked for reports, and prepared and circulated a draft of "Operating guidelines for technical committees" that prepared as a result of observations, discussions and questions with and from the Executive committee and TC chairs.
5. Discussed on future style of ICC by all the members and decided to do as follows; Talk about interval of ICC with all the attended societies at ICC5 and ask possibility of ICC at 2017 to candidate societies such as Japan, Korea and Australia. If it is difficult to hold ICC 2017, future ICCs will be ICC6 at Dresden in 2016, ICC7 at Brazil in 2018 and ICC8 at Asia-Oceania area in 2020.
6. Discussed on asking of fund raising to six societies, talked about the possibility to ask it to European Ceramic Society or not. This will be continued to be talked and necessary to propose at ICC5.
7. Next Executive Committee and Council meetings will be held in Beijing at ICC5 conference. The meeting will be held on the 1st day of the conference but the exact times and places to come later.

## ICF Technical Committee Definition and Guidelines

### Introduction

The ICF Technical Committees were set up when the ICF was reconstituted in an effort to identify and foster technical issues where there was considerable international interest. Each committee was founded by one or more people with particular interests, and each wrote a charter. However, the ICF did not provide guidelines for the technical committees. The time has come to define the purpose, operations and responsibilities of the committees, all without hampering innovation. In addition, we must recognize the breadth of these committees, and thus the need or desire for them to operate in different ways.

This document seeks to begin to provide that guidance and obtain agreement on general operations from the technical committees and the Executive Committee of the ICF.

Currently we have the following Technical Committees

Committee	Title	Chair
1	Chairperson and Coordinator of Technical Committee	Dr. Sylvia Johnson
2	Information/Communications committee	Dr. Tatsuki Ohji
3	Education committee	Prof. William Fahrenholtz
4	Nanoparticle Safety Committee	Dr. Sylvia Johnson
5	Nuclear ceramics committee	Dr. Luc Vanderperre
6	Ceramics and the environment	Prof. Hideo Hosono
7	Novel sintering techniques for ceramics	Prof. Takashi Goto

These committees have had meetings at various ICC or other ceramic meetings. They have also organized symposia at various ICC meetings.

### Committee Organization

The committees should be composed of a leadership cadre, small working group and a larger community of interest.

A suggested organization is

1. Technical Chair, with a term of 4 years. The chair leads the committee and is responsible for

- i. Ensuring symposia are organized and the larger group is involved
  - ii. Defining other activities
  - iii. Generating biannual reports for TC chair
  - iv. Leading TC meetings at ICF meetings etc, but at least one every 2 years.
2. Technical Vice Chair with a term of 4 years, and is responsible for
  - i. Filling in for chair
  - ii. Aiding or leading organization of symposia
  - iii. Recruiting new members
  - iv. Assuming chair role when current chair's tenure is completed
3. Secretary, with a term of 4 years who is responsible for
  - i. Maintaining archives and lists of members
  - ii. Documenting meetings and discussions
4. Advisory group of 3 to 6 who are responsible for organizing symposia/activities
5. General membership, who are the pool for future leaders and who provide substantial input and participation in symposia or other activities

The membership at all levels should be as diverse and representative of the global technical community.

### **Committee Responsibilities**

The general responsibility of the committees is to provide a forum for the particular international technical community. This can include a variety of activities or communications. Activities include

1. Organizing a symposium at the ICF meetings
  - a. The objective of these symposia should be to share information, educate the specific and larger ceramic communities, identify common issues and, and provide the opportunity for individuals to form groups or collaborations to address technical issues
2. Holding a general meeting, usually in conjunction with the symposium to provide discussion opportunities and for planning
3. Holding a small group meeting to plan for upcoming symposia
4. Communicating 1 to 2 times a year with the membership.
5. Providing reports to the Technical Committee Chair.

The responsibilities of the Technical Committee Chair are to

1. Communicate with the TCs and aid in symposium organization as appropriate
2. Gather reports from committees and deliver a report to the ICF Executive committee
3. Encourage the formation of new committees, and help to publicize existing committees.

### **Concluding Comments**

The Technical Committees cover a broad range of subjects and thus appropriate activities will depend on the particular committee. The intent of the guidelines is to provide focus for the committees so they can become more effective, and to ensure that the ICC meeting has a connection to the Technical committees. New committees can be formed or old ones disbanded as appropriate and with consultation with the Technical committee chair.

## Technical Committee Report

December 2, 2013

Prepared by Sylvia Johnson

The last report was in June 2013, at PACRIM.

Since then I have encouraged the committee to sponsor symposia at ICC5, asked for reports, and prepared and circulated a draft of "Operating guidelines for technical committees" that I prepared as a result of observations, discussions and questions with and from the Executive committee and TC chairs.

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### Reports from Technical Committees

Reports were requested by email, and the relevant parts of emails have been copied here.

#### Information/Communications Committee (Tatsuki Ohji)

I do not have any activity at this moment for the Information/Communications committee, except for regular update of the home page. However I would like to have a Committee meeting for future activities at ICC5 (or other major international conferences).

#### Education Committee (Bill Fahrenholtz)

The Education Committee has had no activity since ICC 2 in Verona. At that meeting, I provided the ICF with a report that contained specific suggestions for a path forward for the Education Committee, but no feedback was ever provided on the report or the

Education Committee activities in Verona. At this point, I do not intend to organize any education-related activities for ICC 5 in Beijing. One of the recommendations that I had in the previous report was that interest in the education activities would be higher, if the activities focused on the region. Hence, for Beijing, the recommendation would be for the local organizing committee to identify leading educators from China, Japan, Korea, etc. to organize a workshop or series of presentations based on local interests and needs.

**Nanoparticle Safety Committee (Sylvia Johnson)**

We discussed the possibility of holding a symposium in Beijing. However, none of the organizers have access to travel funds. We could still organize such a symposium but would have to find someone who could attend..

**Ceramics and the Environment (Hideo Hosono)**

Nothing to report

**Nuclear Ceramics committee**

No report

**Novel Sintering Techniques (Takasho Goto)**

Committee 7, Novel sintering techniques for ceramics, is organizing a symposium, Symposium A: Novel Processing Technology in ICC5.

The core members of the symposium relating with the novel sintering technique are

Takashi Goto

Zhengyi Fu

Zuhair A. Munir

Zhijian Sheng

**Draft of Technical Committee Operating Guidelines**

In my previous report I identified a need to provide guidelines to the TC chairs. One of the underlying themes is that the TCs should hold symposia or similar at ICC meetings. A draft of a document was prepared and circulated to the TC chairs for their input. All comments were minor or favorable. The draft is attached for consideration by the Executive Committee.