

ACA Members' Business Meeting
Sheraton Philadelphia Downtown Hotel
Philadelphia, PA
Tuesday, July 28, 2015

Call to order.

President Chris Cahill called the meeting to order at 5:08 PM.

Agenda Item 1. Review of current agenda - Cahill

There were no additions to the agenda.

Agenda Item 2. Review of minutes from July 2014 Members' Business meeting

There were no changes or corrections to the minutes.

MOTION	Approve the minutes and corrections (Flippen-Anderson/Finzel, unanimous)
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Agenda Item 3. President's report

Highlights of President Chris Cahill's report include:

- a. The attendance of this year's annual meeting is 653, and the association has acknowledged seven new ACA Fellows.
- b. The association has a healthy Young Scientists' SIG, many of whom are attending tonight's Diversity Session. We will try not to have this General Business meeting conflict with a session again at next year's meeting in Denver.
- c. There are a lot of first time attendees at this year's annual meeting.
- d. The ACA Council would like session organizers at future annual meetings to make explicit the implicit educational talks in your session. For example, try to make an educational talk the first talk of the session, and allow a speaker to give both an educational talk and a second talk.

Agenda Item 4. *Structural Dynamics* report

Judy Flippen-Anderson reported that the ACA journal *Structural Dynamics*, co-published by the American Institute of Physics Publishing (AIPP), has reached several important milestones. To-date the journal has published more than 50 articles, which has included a special topic issue (Biology with X-ray Lasers). Hopefully everyone will get a chance to see the AIPP video for *Structural Dynamics* in the AIPP booth here at the meeting. The journal is now accepted into the Thomson Reuters

index—this indexing is required for an official impact factor, which it will have in 2017. George Phillips is one of the Associate Editors. Chris Cahill exhorted the attendees to think of ways to incorporate the journal into our annual meeting, such as the Transactions.

Agenda Item 5. Membership survey

Martha Teeter presented the results of the membership survey that was requested last year. The survey was sent electronically to approximately 2700 people, and 370 people responded (13.7%). About half that responded held academic positions, and 1/3 participated in the International Year of Crystallography (IYCr2014). Most who responded are members of the ACA (81%), and most gave an inherent interest in crystallography as reasons for joining. Suggestions to increase membership included:

- Provide education on the fundamentals of crystallography
- Make the annual meeting more focused (e.g., have a theme)
- Enhance professional development
- Provide a focus on careers
- Provide mentoring opportunities
- Add value to the membership (e.g., extra things offered to members)
- Advocate for scientific funding
- Create scientific standards for crystallography
- Provide outreach to K-12, colleagues, societies, and other scientific meetings
- Support *Structural Dynamics*.

The ACA Council has created a temporary Outreach Committee to promote activities that will occur outside of annual meetings.

Agenda Item 6. Vice President's report

Vice President Terwilliger spoke about the efforts to shape a Strategic Plan for the ACA. This has been a multi-year effort by many people, and the Council has also utilized the results of the membership survey to clarify how the organization could do things differently. He then presented the ACA Mission and Vision:

The mission of the ACA is to promote the study of the arrangement of the atoms in matter, its nature and its consequences, and of the tools and methods used in such studies.

The ACA will be the leading society for the promotion of science, professional development, education and outreach, and service pertaining to all aspects of the study of the structure of matter and its applications.

- Objective 1—The ACA should serve as a leading professional society for scientific training and presentation of research on the structure of matter

- Objective 2—The ACA should serve as a center for public outreach and K-12 education in the general area of crystallography
- Objective 3—The ACA should increase membership and inclusiveness
- Objective 4—The ACA will promote the Association's health and sustainability

Cahill said a printed copy of this has been distributed to you, let us (Council) know what you think of it, and there will be a copy of this on our web site.

Agenda Item 7. Treasurer's report

Treasurer James Kaduk reports that the total budget for the ACA is ~\$650,000. Expenses (which consist of operations and the annual meeting) we can control, but income is down due to lower dues (fewer members). He stated that the ACA has a problem in articulating the value of membership. The ACA Council hopes that the journal *Structural Dynamics* will be a source of income in the future, but it would be prudent to generate multiple sources of income. A question from the floor: what is the source of reduced income? Kaduk and Cahill both reply that it's been a reduction in membership numbers. Kaduk also points out that the ACA awards funds are in good shape. Kaduk does not want to actively discourage people to contribute to the awards funds, but instead to think about donating funds to the Outreach Program.

Agenda Item 8. IYCr Legacy Conference

Cora Lind-Kovacs gave a presentation on the International Year of Crystallography Legacy Conference in Rabat, Morocco that she attended with Iliia Guzei. Highlights of the conference included:

- a. The commitment of the IYCr organizers to leaving behind a legacy.
- b. A big focus of the IYCr was on education, especially for underserved populations (via OpenLabs, etc.).
- c. Call to everyone to send IUCr President Marvin Hackert ideas on how the IUCr can improve the value of membership and encourage people to identify with their regional and national crystallographic organizations.

Agenda Item 9. Old Business

John Rose thanked the ACA for having coffee in the afternoon at the meeting, although it would be nice to have it last a little longer.

Agenda Item 10. New Business

Christine Beavers said there have been complaints about a lack of accessibility of abstracts this year during the meeting. Cahill said we have heard you and others loud and clear on this issue, and the ACA Council has requested 3-4 different registration systems to be proposed by the Fall Council meeting. If you have

a favorite system that you've used, please send that information to Marcia Colquhoun. Peter Mueller asked why aren't old abstracts available online after the meeting? For our talks to be citable, the abstracts must be accessible to the public. CEO Bill Duax said Marcia Colquhoun received four different proposals for abstract submissions. The Council made a choice and the Business Office went ahead with that choice. Teeter said one of the issues was the Council wished to have mobile app functionality for abstracts during the meeting, and this influenced the choice of registration systems.

John Rose asked is there information on how to host an ACA meeting locally? How can we find out such things as how many meeting rooms do you need, what size rooms, etc., to begin planning? Marcia Colquhoun has that information and she will make it more accessible.

The general feeling is the cost of the annual meeting is high, so there are few student attendees, what are the ways that can be done to reduce the cost of the meeting? Cora Lind-Kovacs said that many people were surprised and not happy about the Friday start of next year's meeting in Denver. Cahill said the decision was made to start the meeting on a Friday as that costs less. John Rose asked is low cost housing available for the students? Cahill said the trend has been for hotel meetings, and as logistics get very complicated very quickly, a hotel becomes the choice. Cahill asked the vendors to brainstorm ideas. Question from the floor: do the vendors get asked about the site selection? Joe Ferrara stated we haven't been asked in a long time. Question from the floor: how is the date chosen for the annual meeting? Judith Flippen-Anderson said that during IUCr meeting years, the ACA meeting is held in the spring to avoid conflict with the IUCr meeting. For other years, the ACA settled on the third week of July to avoid conflicts with other scientific society meetings. John Rose suggested there should be an ex-officio representative of the vendor community on the planning committee (Joe Ferrara volunteered).

Jane Richardson said that meetings used to be five days with four parallel sessions. Now they are four days and five parallel sessions; can we have more evening sessions? Cahill said one fewer day makes the meeting less expensive. The ACA meeting is struggling with a culture of having the poster sessions in the evening; if we want to change some things, it affects other things. Carrie Wilmot said that many universities have raised the prices of their conference facilities to that of hotels, and thus the ACA might not save money by switching to meetings on a university campus. Judith Flippen-Anderson said that as an example of the high meeting costs at universities, the American Association of Physics Teachers (AAPT) is paying \$60,000 to the University of MD, just for meeting rooms.

Adjournment.

The meeting was adjourned at 6:00 PM.



ACA Strategic Planning

ACA 2015

Philadelphia, PA



Mission

The mission of the ACA is to promote the study of the arrangement of the atoms in matter, its nature and its consequences, and of the tools and methods used in such studies



Vision

The ACA will be the leading society for the promotion of science, professional development, education and outreach, and service pertaining to all aspects of the study of the structure of matter and its applications



Objective 1

The ACA should serve as a leading professional society for Scientific Training and Presentation of Research on the Structure of Matter



Objective 1. Action Items

Focus area 1. Provide attractive venues and programs for annual scientific meetings.

- *Broadly distribute solicitations for invited-speaker nominations*
- *Involve younger scientists*
- *Have a diverse speaker list*
- *Emphasize methods sessions at the annual meetings*
- *Have a recruiting/interview/job session at ACA meetings*
- *Occasionally include practical training for CV writing, interviewing*

Focus area 3.

- *Promote and support the journal "Structure Dynamics"*



Objective 2

The ACA should serve as a Center for Public Outreach and K-12 Education in the general area of Crystallography



Objective 2. Action Items

Focus area 1. Promote post IYCr14 activities for K-16)

- *Grants to membership to seed outreach events*
- *High school outreach*

Focus area 2. Market the field of crystallography (ACA) in venues where appropriate.

- *Encourage and provide a mechanism for exhibitors to distribute ACA brochure, RefleXions and copies of journal at other meetings*



Objective 3

The ACA should increase Membership and Inclusiveness



Objective 3. Action Items

Focus area 1. Increase the value of being an ACA member

- *Develop ACAbb bulletin board*
- *Extend use of ACA FB, twitter with RefleXions; SIGS/Committees*
- *Promote small workshops, regional one-day meetings, lectures*
- *Develop career enhancement resources for meetings and on-line*
- *AIP to sponsor career development workshop at Denver*

Focus area 4. Improve mechanisms for mentoring junior members and including retired members

- *Recruiting YSSIG members*
- *Advertising undergraduate education and diversity*
- *Waiving registration for the next meeting for Etter winners*



Objective 4

The ACA will promote the Association's Health and Sustainability



Objective 4. Action Items

Focus area 2. *Develop succession plans for key personnel*

Focus area 4. *Develop and maintain a Handbook for best practices consistent with By-Laws*

- *By adding a "presidents' notes" section to the handbook with suggestions for the next leader*

Focus area 5. *Enable the membership to communicate the value of crystallography to the larger scientific community*

- *Collect stories on application of crystallography to society*

Focus area 6. *Identify sources of income other than dues and the annual meeting*