

Minutes of the IAIA Publications Committee meeting May 21, 2009, Accra.

People attending the meeting

Bill Ross
Charlotta Faith-Ell
Jos Arts
Miguel Couthino
María Rosario Partidario
Iñigo Sobrini
Jennifer Howell
Charles Wolf
Miguel Ángel Casermeiro

Bill Ross began the meeting talking about few tasks from the IAIA Strategic Action Plan that should be carried out within the next few months:

Task 1. A position paper to be developed and submitted to IAIA must be reviewed in three weeks from the time it is received by the Publications Committee. This paper should explain the role and value of EIA and IAIA, including all disciplines, as it relates to decision making. It should be finished by the end of June. It will be sent to all Committee members.

Task 2. A public version of the above position paper will also be prepared and provided to the Publications Committee. This communication will also be reviewed. When it is received (September?), Bill will send the draft to the members of the publication committee for comment.

Task 3. It is necessary to review the “practical IA content” of the website, and to develop new web-related services and resources. Maria Rosario suggested that several extra contents should be included in the website. Iñigo said that the revision also should include the organization of the Web pages and not only the contents. Maria Rosario suggested that a new link or e-mail should be included in order to inform the site manager in case a user cannot find a document, or finds any misinformation. This will make it possible to request information from the headquarters and receive an immediate response to the user’s query. (This feature is included in the version of the Web site that will be released after IAIA09.) Bill suggested that the revision should be open to other members of the IAIA in order to obtain more suggestions and also proposed that this task should be finished by the Publications Committee September 15. Members are encouraged to look over the web page and make constructive suggestions to Bill or to Jennifer Howell directly. Jennifer Howell noted that the information on the committee and their e-mails will be updated after Accra. Bill suggested that one way to monitor the progress of the tasks is sending a monthly e-mail to the members of the committee.

Task 4. Bill informed that it is necessary to explore the wiki software option and also said that Ben Varkalis had suggested the name of a couple of people who can help in this matter. Charlotta said that another volunteer had come forward and offered to help; she will contact her. Charlotta suggested continuing with these initiatives as it’s done at present. Maria Rosario suggested that perhaps someone from APAI could collaborate.

The meeting had now covered the activities of the committee in relation to the strategic action plan. It now continued with the previous initiatives of the Publications Committee as outlined in the report to the IAIA Directors.

- Ongoing activity 2. Recruit volunteers for Newsletter Network Contributors. Jennifer Howell informed that the newsletter is slowly improving, but more professional articles are needed. Iñigo suggested that perhaps it would be useful to send an e-mail to the affiliates in order to ask them for local news. (This is being done; request for newsletter materials is also sent quarterly to Sections, Committees, Branches, project coordinators, and the 80+ individuals in the news network). Jennifer Howell noted that attempts are being made through Paola Gazzola, the Student and Early Professionals liaison, to increase the role of PhD students. Maria Rosario mentioned that perhaps the PhD supervisors should be more active in cooperation with the PhD students in order to send more information to the newsletter. After a debate on this issue (participation of Jennifer, Bill, Jos and Charlotta), the conclusion was that supervisor members of the IAIA should be informed about this topic.
- Ongoing activity 3, Develop and maintain the Principles and Practice series. Maria Rosario informed that the Principles and Practice series are quite new except the document related to Impact Assessment.
- Ongoing activity 5. Monitor listserve activity. Miguel Coutinho, informed that only 5 groups are active. Maria Rosario said that this matter had been previously discussed and that it was necessary to take some kind of action. Bill proposed to send an e-mail to the coordinator of the sections in order to facilitate any desired activity of the groups. In the coming months, Jeff Torreson, the IAIA web developer, will also be working with IAIA groups who are currently using listservs to determine if other forms of online communications, such as forums, would better suit their purpose, and will be transitioning those groups as appropriate.
- Ongoing activity 6, formulate a policy for the future update of key citations. Bill Ross proposed and **ACTION:** the citations should not be maintained without updating longer than 3 years.
- Ongoing activity 7, develop an update schedule for key IAIA documents available on the website. Maria Rosario suggested to finding a person through an ad in the Newsletter. Jos Arts suggested the name of Luis Sánchez (IAIA member from Brazil), who is interested in scholarly aspects of impact assessment. WHO will contact Luis?
- Ongoing activity 8. Identify documents and web pages to be provided in several languages. Charlotta said that is currently looking for funds - no easy task in these times.

At the end of the report and discussion on the ongoing activity, Charles Wolf, a founding member of IAIA, began a discussion on the abuse of power point by the congress participants, and the need to publish the papers presented in the congress. This led to an interesting debate between the members of the committee as the type of format

for this publication. Should it be a CD? (Guidelines for conference proceedings are currently being developed by the Board.) Should the IAIA archives be used? (HQ is investigating archiving options.) He also suggested that the justifications for the Rose Hulman awards should be archived. (Plans are underway to post award winners online.) He offered to contribute many of his IAIA documents to the IAIA Archive. The debate remains open, and no specific decision was reached.

Prepared by MIGUEL ANGEL CASERMEIRO.