

1. SIA Principles & Guidelines: progress and where to from here?
 - any additions to the list of SIA guidelines documents >> please email Theo Hacking (th252@cam.ac.uk);
 - when we review the Citations, we could do the same for the list of Guidelines documents;
 - guidelines documents could be housed in our SIA Bibliography; Frank would get a research assistant to assist with data input;
 - suggestion made about development of consolidated guidelines; no action at this stage
2. SIA Section communications: section list and/or SIA listserv?
 - use Section List for 'official' SIA Section communications;
 - use SIAlistserv for general enquiries and discussion;
 - seem to be problems getting on the listserv - ask some individuals to sign on and then check with Jenni at h/q that the system works;
 - JB to send meeting minutes around Section List (including attendees); advise members of policy and encourage members to sign on the SIAlistserv as well
3. SIA bibliography: do we want to update and maintain this international resource?
If yes, strategies for maintenance and development?
 - want to see bibliography update and promoted;
 - extend categories to include 'grey' literature;
 - encourage practitioners to load up their literature and to think about the keywords;
 - JB to run a couple of tests and then notify SIA section members
4. Conference organisation: IAIA'05 IAIA'06
 - thanks to Rabel Budge
 - overall approach to SIA stream
 - organiser for paper sessions
 - other sessions?
 - a balance of SIA stream sessions and SIA papers in other streams is desirable;
 - good to reach out to a larger audience;
 - Pierre will coordinate review of abstracts for IAIA'06

- Leigh Lane will assist JB with Roundtable organisation

5. Feedback from Sections Coordinating Meeting:

- timetable for Sections reporting and IAIA'06 preparation
- maintaining SIA Citations
- review of SIA Section objectives
- Section Chair >> co-chairs?
>> rotating chair?

- Citations updated in next 12 months (Rabel/Nick/Frank)
- notify section members that Section objectives will be reviewed in 12 months time
- ask for co-chair nominations via the Section list
- JB confirmed to be chair for the next year

6. Proposal from HIA Section to have a joint session/pre-conference workshop at IAIA'06 with HIA, SIA, SEA sections participating

- yes, keen to pursue - respond positively to Lea den Broeder;
- could be an energy/power case; linked to climate change;
- could include local industry participation;
- ask Norwegian programme committee to liaise with our working group;
- ask if there is any funding available to support this initiative;
- Charlie Wolf to be SIA connection, supported by Frank

7. Proposal to IAIA Board for establishment of an IAIA Ethics Committee

- put a proposal to the IAIA Council on Friday - NT will do this
- if agreed, put a formal proposal to the Board

?? Any agenda items from participants?

- none
- meeting closed at 7.40pm.