



INTERNATIONAL UNION OF GEOLOGICAL SCIENCES

Secretary General Report

Stanley Finney

From

September 2016

to

October 21, 2020

IUGS Secretary General Report (2016-2020)

Stan Finney

The Secretary General (SG) is responsible for the internal activities of the Union. The SG keeps everything and everybody moving. The SG is in regular contact with the leaders of all IUGS Committees, Commissions, Task Groups, Initiatives, and Joint Programs. The Secretary General conveys to leaders of the constituent groups all decisions, allocations, evaluations, requests, and questions from the Executive Committee, and regularly sends out Calls and Announcements, requests for information, contributions to the IUGS Annual Report, and important actions of the EC. The SG brings to the attention of the EC, serious matters arising from the constituent groups. The Secretary General learns of and promotes the activities and products of the IUGS constituent groups in the IUGS Annual Report and in all IUGS publications and media outlets. The Secretary General prepares agendas for all Bureau and Executive Committee meetings and for the IUGS-IGC Council Meeting. This requires the Secretary General to be aware of all issues within the Union that need to be addressed. Furthermore, the Secretary General is responsible for most of the action items arising from each meeting and with reviewing the minutes after preparation by the Secretariat staff and before distribution. The Secretary General coordinates with the Secretariat on all Calls, Announcements, and other questions sent to Adhering Members and Affiliated Organizations. Many of these originate from the Secretariat and are reviewed by the Secretary General; others come directly from the Secretary General. The SG implements the awards, travel funds, and special funding program approved the IUGS EC from initial Call and Announcements to final decision letters. The SG is the liaison between the local organizing committee of the 36th IGC and the IUGS. The SG seeks invitations for hosts of Bureau and Executive Committee meetings and participates extensively in the logistical organization of those meetings, aided in great part by the Secretariat staff. The following are the specific products and activities of the SG since assuming office in September 2016.

- ❖ Agenda, Planning, and Action Items from EC Meetings: 4 full meetings; 1 one-day EC meeting on 1 March
- ❖ Agenda, Planning, and Action Items from Bureau meetings: 11; 12 with that of 29 February
- ❖ In 2016 learned of problems with IUGS publications and media outlets that needed to be addressed, informed the EC, and took steps to resolve them.
 - Mandate of Publications Committee ended at 35th IGC; new committee was not appointed; took steps to have Committee re-established by EC with Brian Marker as Chair until 2018.
 - Became member of IUGS PC and collaborated on most of the work of the PC, particularly as a liaison to the EC.
 - The IUGS website was down, and there was no webmaster. Arranged for Peter Bobrowsky who served many years as webmaster to be invited to re-assume duties until a new webmaster could be recruited.
 - Consulted with the new webmaster Giuseppe Di Capua as he resolved many problems with the website and then rebuilt, relocated, and redesigned the website and consistently maintains its currency.
 - The E-Bulletin was missing issues and in need of a new editor; brought this to attention of EC repeatedly; VP Kristine Asch took on the task and returned the E-Bulletin to regular monthly production, and the Secretariat developed a most

- attractive design and efficient wide distribution; Councilor Silvia Peppoloni has since taken over as editor and maintains a consistently regular, attractive, informative, current, and widely distributed electronic newsletter for IUGS.
- During the turnover in EC in 2016, the publication of *Episodes* transferred from the Geological Society of India to the Geological Society of Korea; the initiation of an online manuscript submission and review system was monitored. The PC has since worked with the editors to ensure much needed work to be completed in the transfer process, which can now be considered a success.
 - Worked with the PC and the EC to appoint long-term member Dolores Pereira as chair of the PC with the term of 2018-2022 and to develop revisions to IUGS statutes in order that the new Publications Committee will be convened at the end of the second year of the term of each Executive Committee.
 - Worked with previous editor of IUGS Social Media, Amel Barich, to ensure that IUGS was visible on Facebook.
 - Coordinate the publication in *Episodes* of biographies of IUGS EC members and of Reports of Ad-hoc Review Committees.
- ❖ Attended PC meetings in 2017, 2018, 2019, and virtually in 2020.
 - ❖ Produced the IUGS Annual Reports for 2016, 2017, 2018, and 2019; served as editor deciding on content, soliciting contributions, editing them, choosing figures, and working with Secretariat staff on final design.
 - ❖ Produced the IUGS Brochure; decided on content, solicited and edited contributions, and worked with Secretariat staff on final design.
 - ❖ Produced a list by country of all formal participants of IUGS constituent groups for distribution to delegates of all Adhering members (countries).
 - ❖ Called for and compiled names of officers of all constituent groups for approval by the EC and ratification by the Council.
 - ❖ SG serves as liaison between UNESCO Global Geoparks program and IUGS; have delegated duties to others, but still involved when needed to resolve conflicts and questions.
 - ❖ Managed ratification process and vote on proposals for seven GSSPs (Global Stratotype Section and Point) previously approved by the Commission on Stratigraphy and forwarded to the EC.
 - ❖ Managed ratification process and vote for 20 Global Heritage Stone Resource proposals from the Subcommission on Heritage Stone.
 - ❖ Oversaw major organizational change to Commission on Geoheritage
 - ❖ Managed by-election for EC position of Councillor (2018-2020)
 - ❖ Following approval of the IUGS Special Funding program by the EC, sent out Call for proposals and managed the process of selection of a review panel and the flow of the proposals; managed vote of EC on recommendation of the review panel, and then notified all who submitted proposals of the award decisions.
 - ❖ IUGS Awards to be presented at IGC: Initiated the matter with the EC, oversaw the revision of two awards (Argand and Hutchison) and the creation of a third (Early Career) award; following approval of Terms of Reference by the EC, sent out announcement and call for nominations to the entire IUGS community using membership lists, the E-Bulletin, the IUGS website, and Social Media; received all nominations; recruited members of ad-hoc expert panels to evaluate and rank nominees; managed votes on approval of awardees by the EC; notified awardees; recruited citations, responses, and photos of recipients of awards and

publicized them in the E-Bulletin, on IUGS social media, the website, and in *Episodes*; serve as contact between award recipients and IUGS, particularly with regard to the registration, accommodations, and travel support at the IGC.

- ❖ Medals for IUGS Awards: Conceived of idea of very high quality medals for IUGS awards; designed them, two with portraits; searched for photos and logos for them; searched for and secured an renowned company for production; approved design and production at stages in process; designed certificates for each award.
- ❖ Hutchison Fund Travel Awards for 36th IGC: Managed entire process; preparation of Announcements and Call for Applications; received 80+ applications, pre-screened them, sent acknowledgements to all; worked with LOC of 36th IGC to obtain free registration for recipients of travel awards; following ad-hoc panel decisions on awards, notified 15 recipients of their awards and how to receive them, as well as how to register for the Congress; notified all who were not successful; serve as contact between travel award recipients and IUGS.
- ❖ Serve as liaison between the 36th IGC and IUGS EC; participated in IGCC meetings in Delhi, India in 2017 and 2019; oversee schedule and location of all IUGS activities, including Council Meeting, and facilities needs; oversee planning (time, place, nature, and invitees) of IUGS reception; worked with LOC on accommodation and registration support for EC.
- ❖ Planned the presentation of IUGS awards during the Opening Ceremony of 36th IGC.
- ❖ Prepared 4-year report on administration of Union since 2016 for IUGS-IGC Council.
- ❖ Managing drafting and review of MoU for 37th IGC.
- ❖ Inspected host city and venue for 37th IGC during 74th IUGS EC meeting in Busan, South Korea, January 2020.
- ❖ Inspected proposed host city and venue for 38th IGC during IUGS Bureau Meeting in St. Petersburg, Russia in October 2019.
- ❖ Vigilant to all activities of IUGS, e.g. monitoring progress on ad-hoc reviews, responses to calls, calls for votes, deadlines for contributions, calls for annual reports.
- ❖ Dealt with myriad ramifications of cancellation of 36th IGC.
- ❖ Lead the IUGS response to the lack of reimbursements to registered participants of 36th IGC.
- ❖ Initiated the compilation by IUGS Treasurer of financial losses suffered by registered participants of the 36th IGC.
- ❖ Produced 2020 annual report.
- ❖ Managed by-election of Council in order to approve changes to IUGS commissions and task groups and to ratify offices of IUGS constituent groups for 2020-2024 in order that the new leaders could assume their offices and move their groups forward.
- ❖ Worked first with UNESCO to organize an Extraordinary Session of the Council in Paris at the end of October, but the spread of the pandemic forced a change to a virtual meeting.
- ❖ Planned the virtual meeting of the IUGS Council, administered it with the Zoom Webinar, developed the Agenda and Schedule, selected the electionrunner app for voting, collaborated extensively with the Secretariat and the EC in planning all aspects.
- ❖ Managed development of new MOU with Geological Society of Korea for publication of *Episodes*