

**Statutes Committee Meeting ECM-118**  
**Hotel Villa Madruzzo, Trento, Italy**  
**Friday 28 March 2014.**

<i>Name</i>	<i>Function</i>
Christoph Eisenmenger-Sittner	Chair
David Sykes	Secretary
Mariano Anderle	Member
Lars Montelius	Member
François Reniers	Member
David Ruzic	Member
Andrej Vincze	Member
Slobodan Milosevic	Member
Maria Carmen Asensio	Observer
Miran Mozetic	Observer
Gao-Yu Hsiung	Observer
Giacomo Ceccone	Observer
Francesco Fracassi	Observer
Peter Schaaf	Observer
Anouk Galtayries	Observer
Jay Hendricks	Observer
Ute Bergner	Observer

1. Christoph Eisenmenger-Sittner opened the meeting at 5.10 p.m. He presented the draft agenda which had been circulated to members of the committee; there were no changes requested and so the draft agenda was adopted.
2. It was reported that the minutes of the previous meeting had been posted on the web; comments were invited; there were no comments and the minutes of the previous meeting were accepted as a true record.
3. The Chairman explained that he had only recently taken over as Chair of the Committee from the previous Secretary General, Ron Reid, who had suggested that the Committee might look at the operations of the Scientific Divisions during this triennium and produce a framework for their structure and responsibilities. It was noted that each Division had different forms of words for their statutes on the website and two, Plasma Science and Technology and Bio Interfaces had none. Christoph Eisenmenger-Sittner invited Anouk Galtayries and Giacomo Ceccone to join the Committee and help in formulating a common set of statutes for the Divisions. Jay Hendricks, the new chair of the Vacuum Science and Technology Division, observed that the VSTD web area was not up to date. Maria Carmen Asensio suggested that the STD should discuss how the Divisions operate and it was agreed to request that the STD do so.
4. The next item on the agenda concerned the guidelines for Technical Short Courses; whilst detailed guidance on Technical Training Courses and Schools was available on the web, there was no such guidance for Short Courses. Miran Mozetic suggested that this matter be passed to the Education Committee for discussion and it was agreed that this was an appropriate course of action.

5. The Secretary General explained that he was concerned about the distribution of proxy votes at the ECMs and AGMs as some officers could hold a significant number of proxies and thus had the potential to distort the results of votes. Miran Mozetic asked about the possibility of e-voting; François Reniers reminded him that this had been discussed when producing the new statutes and it had been decided then that a physical presence should be a requirement. Christoph Eisenmenger-Sittner suggested that there should be a cap on the number of proxies held by any one person, Mariano Anderle suggested that the Secretary General look at the statistics of proxy votes at recent ECMs to determine if there was a potential problem and to come back to the matter at the next meeting of the Committee with a proposal.
6. The Chairman enquired if there were any items members wished to discuss under the heading of “any other business”; there were none.
7. The meeting was formally adjourned at 5.45 p.m.

David Sykes  
07.04.2014