

## By-Laws and Procedures (B&P)

### International Standing Committee on Thermochronology

#### 1. Charge

The International Thermochronology Standing Committee (hereafter, ISCT) fosters communication within the thermochronology community, chiefly by overseeing the continuity of biennial community-organized conferences (Appendix A), providing local organizers with advice and a forum (e.g., Appendix C), and maintaining a long-term schedule of future conferences (Appendix B). The ISCT also monitors the status of the discipline, providing a means of communicating with other scientific bodies, or promoting community activities such as intercalibration of standards or techniques. Finally, the ISCT manages the nomination and selection process for a series of major awards, including the Laslett, Dodson, and Charles and Nancy Naeser awards (Appendix D).

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#### 2. Definitions

- The *International Thermochronology Community*, herein also referred to as ‘the community’, is defined as those scientists interested in the development and application of methods relevant to the measurement and interpretation of thermal histories in the solid-earth system.
- The *International Standing Committee on Thermochronology*, herein also referred to as ‘the standing committee’, or simply ‘the ISCT, is responsible for representing the community, consistent with its general charge (B&P 1) and the specific responsibilities defined below (B&P 3).
- The *International Conferences on Thermochronology* are defined as the conference series facilitated by the standing committee, herein also simply referred to as ‘the International Conferences’, or just ‘the conferences’.
- The *Active Thermochronology Community* is defined as the registered delegates present at any one of the conferences, herein also referred to as ‘the conference delegates’.
- *Conference Conveners* are volunteer members of the Community appointed by the Standing Committee to organize a particular conference, herein also called ‘the conference conveners’, or just ‘the conveners’.
- The *Local Conference Organizing Committee* is a committee called by the conveners to assist in the organization of a particular conference, herein also called the ‘local committee’.

- The *Awards Committee* is a sub-committee of the ISCT having responsibility for the awards nominations process and selection of recipients for those awards overseen by the standing committee. This responsibility also includes coordinating with conference conveners over the actual presentation of the awards.
  - The *Communications Committee* is a sub-committee of the standing committee with the responsibility of maintaining continuity of communication with the community and beyond, through the maintenance of such vehicles as mailing lists and web pages.
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### **3. Committee Constitution and Governing Principles**

#### **3.1 The International Standing Committee**

##### 3.1.1 Meetings

The ISCT holds its meetings timed to coincide with the biennial thermochronology conferences, where it conducts its major business related to future conferences, membership, and monitoring of the awards process. Additional consultation takes place on-line via email, and can include the making of decisions related to other ISCT business or issues.

The ISCT chair in consultation with the local organizing committee will organize at least one face-to-face meeting of the standing committee for all members present at each conference. The result of the deliberations of the standing committee will be reported to the conference delegates at a general meeting towards the end of each conference.

##### 3.1.2. Size of Committee

To ensure broad geographic and scientific representation and to ensure adequate representation at meetings, the committee should consist of at least 12 members, but no more than 18, in order to remain manageable and to avoid undue service demands on the community.

##### 3.1.3. Representation

Reasonable efforts will be made in the appointment of members to maintain balance by sub-field, gender, seniority, and regional representation.

##### 3.1.4. ISCT Chair: Role, Selection, and Term

The standing committee chair is responsible for arranging meetings of the standing committee and in consultation with the standing committee, setting its agenda. The Chair also remains in communication and consultation with the conference conveners and the awards subcommittee, and brings any issues to the attention of the ISCT.

The Chair serves for a four-year term, renewable for up to one additional four-year term.

At any standing committee meetings coinciding with the end of a chair's term, members of the ISCT nominate and discuss candidates, and elect the next chair by simple majority vote, with the outgoing chair not voting but casting the deciding vote if there is a tie. The outgoing chair should solicit nominations at least several weeks in advance of standing committee meetings that will involve selection of a new chair.

Any member of the standing committee may be appointed by the chair to act as a deputy on their behalf if the chair is unable to be present at a meeting or is temporarily unable to perform the chair's duties.

In the event that the current ISCT chair resigns or is unable to continue service, the chair should appoint a member of the standing committee to act as interim chair in their stead. If the current chair cannot or does not do this, one of the conveners of the next meeting will act as interim ISCT chair.

#### 3.1.5. Election and appointment of members

The conveners of each conference automatically become members timed to begin with the conference preceding the one they are responsible for. Up to two conveners may join the standing committee in this way from each conference.

Other members are appointed by the standing committee as needed to replace vacancies and to ensure representation and balance.

The chair maintains a record of past membership and projected future membership.

When vacancies are projected, members of the standing committee will make nominations for new members. ISCT members are encouraged to solicit nominations from the community. At least one back-up nomination should be approved so that the chair can efficiently make the invitations required to staff the committee. Should no approved nominees accept, the Chair works online with the ISCT to continue the membership appointment process.

#### 3.1.6. Terms of membership

- Eight years (four conference cycles)
- The start of a term is backdated to the conference immediately preceding the approved nomination
- Any member can resign by communicating this in writing to the chair at any time
- The chair is responsible for contacting approved nominees, welcoming them to the standing committee, and providing them with information about committee operations and responsibilities. This should take place within four months of the nominee's approval.
- The committee has the right to remove any member they judge to be either no longer active in the field, or who has not participated in the biennial meetings, ISCT meetings, and on-line ISCT discussions.
- The standing committee has the right to remove any member they judge to have acted in conflict with high standards of ethical conduct (see ISCT responsibilities, below)

#### 3.1.7. Responsibilities of the Committee and of Members

- Ensuring the organization and continuity of future conferences
- Oversight and assistance for local conference organizing committees
- Oversight of standardization programs through collaborative efforts within the community, or various sub-communities
- Oversight of a program of awards to recognise the achievements and contributions of members of the community

- Organization and oversight of other activities that the ISCT or the community may decide to undertake from time to time, for example, outreach activities, white papers, or the development of an electronic archive of abstracts and information from past conferences in a form that is accessible to the community
- ISCT members should make every effort to attend the biennial conference, recognizing that financial constraints and scheduling might make it hard for every member to attend every conference during their term.
- Members of the ISCT agree to conduct themselves ethically, in the areas of scientific activities, decisions on logistical matters and awards, and matters of behaviour in general. The ISCT and the biennial meetings generally operate under the ethics policies established by major scientific societies such as the American Geophysical Union (see also Section 7)

### 3.1.8. Decision Making

Every member of the standing committee has one vote and decisions will be reached by a simple majority of the members present.

In the case of a tied vote, the ISCT chair will have a deciding vote.

*Quorum:* 50% or more of the ISCT must be present at a meeting when casting votes on membership, future meetings, and major changes to committee operations. Sufficiently in advance of the biennial meeting, the chair should canvas the ISCT membership and encourage members to attend so that there is a quorum. In the absence of a quorum, ISCT meetings can only involve discussion and votes on issues must be deferred to an email ballot in which there is at least a 50% return rate.

## **4. International Conferences**

As outlined below, the biennial International conferences follow precedents established over several decades but can operate with some flexibility. An advisory document is available to provide guidance about the meetings (see Appendix C).

### **4.1 Organization and Framework**

- The conferences are held in every second year, in even calendar years, and are named “ThermoYYYY – xxth International Conference on Thermochemistry”.
- The conferences alternate between locations within Europe and elsewhere.
- Consistent with the planned sequence, the ISCT will solicit groups to organize future conferences and receive their proposals.
- At its meetings during each conference the ISCT will confirm the organizational details of the conference proposed for four years hence. This means that at each conference the upcoming conference in the series should already have been established and approved. Having two future conferences approved and in preparation plays a crucial part in maintaining the continuity of the conference series.
- At each conference, potential organizers will be invited to make a presentation of their proposal to the ISCT and, when mature, to the delegates at a general meeting of the conference delegates.

- The ISCT will appoint conveners for each conference, who will form a local conference organizing committee.
- The specific dates within the designated year, the location, and the venue for each conference will be determined by the conveners in consultation with the ISCT.
- Specific conference dates and venues should normally be settled at least two years before the proposed conference, in time for presentation to the delegates at the previous conference.
- Conferences follow a five-day format with a one-day field trip separating two, two-day blocks of presentations. While other formats may be explored in consultation with the ISCT, this pattern has been popular with delegates and highly effective in maximizing both formal and informal interactions.
- The conveners will have the primary responsibility to maintain communications with the ISCT through its chair.

#### **4.2. Local Conference Organizing Committees: Nature and Responsibilities**

- Conference conveners have responsibility for establishing their own local conference organizing committee.
- The local committee will have responsibility for organizing the dates and venue and format for their conference, as well as the registration fees, accommodation and technical program.
- The local committee should establish a scientific advisory committee to assist with developing the technical program, encouraging attendance and submissions, reviewing submissions, and organizing sessions as well as informal activities that foster dialog. This advisory committee should draw broadly from members of the international thermochronology community.
- Local committees will maintain communication through the conveners to the ISCT.
- The standing committee will provide whatever assistance they can to assist the local committee in their preparations, especially in terms of experience and mailing lists of delegates from previous conferences.
- The local committee will be responsible at their discretion for minor awards that pertain to each conference, such as best paper, best poster, best student paper and student poster, etc.
- Conveners must ensure the conference schedule includes sufficient time for meetings of the standing committee, for the presentation of the major awards, and for a general meeting of delegates that allows the ISCT to report as well as present information about future meetings.
- The local committee is responsible for establishing a secure and efficient conference web site that, in addition to providing information about the conference program and about logistics, should have a web page dedicated to the awards process, and, if requested by the ISCT chair, a web page that can present information about issues that the ISCT feels are facing the community.
- Arrangements should be made to keep the conference web site and conference abstracts accessible for at least 10 years
- An electronic copy of the conference abstracts will be deposited with the ISCT for archival purposes.

- In addition to establishing the primary conference web site, the local committee should prepare first and second circulars that are disseminated well in advance of the conference to a wide variety of outlets as well as past conference mailing lists. Immediately following the conference, the local committee will also prepare a conference synopsis that at a minimum is posted to the conference web site but preferably is submitted to a journal like EOS.
  - Each local committee will make available their list of delegates and mailing list to pass on to the organizers of the next conference.
  - Additional information about conference expectations and practices can be found in the “Advice to Organizers” document (Appendix C).
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## **5. Awards**

On behalf of the community, the standing committee oversees the awarding of prizes that recognize significant contributions made by individuals within the community.

### **5.1. Current Prizes**

The ISCT through its awards subcommittee presents three awards to members of the community.

Dodson Prize: This prize is awarded on behalf of the community by the ISCT to a person who has made an extraordinary contribution, in any way, to the field of thermochronology and/or to the international community of thermochronologists. The prize was conceived and named in honor of Martin Dodson, the pioneer of quantitative thermochronology, who died at age 78 on 27 June, 2010.

Laslett Award: This prize is awarded on behalf of the community by the ISCT to a person who is deemed to have made an extraordinary contribution to the field of fission-track thermochronology. The prize is named after, and was conceived to honor, Geoff Laslett, a pioneer of quantitative fission-track analysis and an outstanding scientist and statistician, who died on 9th January, 2010.

Charles and Nancy Naeser Prize: This prize is awarded on behalf of the community by the ISCT to an early-career scientist who has made an outstanding and/or innovative contribution to our field. The award is named in honor of Charles “Chuck” and Nancy Naeser in recognition of their ground-breaking fundamental work in the field of thermochronology over many years (Chuck died on 18 November, 2016). Eligibility requires the candidate to be actively engaged in the field and seven years or less out from the awarding of their PhD (excluding periods of parental or unpaid leave during which the candidate was not working in the field).

### **5.2. The Awards Subcommittee**

5.2.1. Awards Subcommittee Charge. The ISCT maintains an awards subcommittee that is chaired by one of its members and open to members selected either from the community or the ISCT itself. This committee has responsibility for the soliciting nominations and selection of recipients for the awards overseen by the standing committee. This responsibility also includes coordinating with conveners over the actual presentation of the awards. The Awards Committee operates as a sub-committee of the Standing Committee.

The Awards Subcommittee will make recommendations for the various awards to the Standing Committee who will have responsibility for approving the final selection.

#### 5.2.2. Awards Subcommittee Membership

Members are appointed by the standing committee from time to time so as to maintain a group of at least five people who retain some corporate memory and awards experience and who reflect the diversity of the community in its many forms. Membership should be drawn from experienced members of the community, both from within and outside the standing committee. Some members of the awards subcommittee should be standing committee members, and the chair of the awards subcommittee must be a member of the standing committee. The chair is responsible for communicating with the standing committee convening the subcommittee (normally on-line) and managing the awards process and its time-line.

*Conflict of Interest* – Awards subcommittee members are expected to declare any conflict of interest regarding candidates they have nominated or have a close connection to, and abstain from any voting regarding those candidates (see also Section 7).

#### 5.2.3. Awards Subcommittee Responsibilities

Coordinated by its chair, the awards subcommittee is responsible for:

- broad dissemination of an awards announcement, including placement on the ISCT web page
- establishing and maintaining a clear nominations process
- encouraging and soliciting awards nominations from the Community
- ensuring that the timing of the nominations and decision processes are well registered with the timing of the biennial conferences (see 5.2.4, below)
- creation of the physical awards themselves
- coordinating with the conveners about the actual awards presentation ceremony

Generally, awards will be presented at the conference every two years, although in any one cycle the awards subcommittee can choose to recommend that a particular award not be awarded.

Appendix D provides information about past awards and also outlines the most recent processes used by the awards subcommittee.

#### 5.2.4. Awards Timeline and Process

In managing the awards timeline, the awards subcommittee must leave sufficient time for:

- the community to respond to a call for nominations
- the subcommittee to review nominations and come to an agreement on awardees
- the standing committee to approve the subcommittee recommendations
- the nominees to be notified in confidence
- the nominees (a) to contact the awards subcommittee chair if there are any ethical issues (see 7.3, below), and (b) be able to arrange support to attend the conference and receive their award.
- the awards subcommittee to be able to broadly disseminate announcement of the award.

In general the awards time line should be constructed so that the confidential first notice to awardees is made six months before the conference. Generally this would then require the awards process to begin some nine to twelve months before the date of a conference.

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## **6. Amendments and Changes to These By-Laws and Procedures**

- Any member of the community may recommend changes to these By-Laws and Procedures, including members of the standing committee.
  - These By-Laws and Procedures may be changed by a two-thirds majority vote of the Active Thermochronology Community.
  - Any proposed changes to these By-Laws and Procedures must be communicated to the standing committee through its chair at least three months before the start of any conference.
  - The standing committee must in good faith consider any proposals to change or amend these By-Laws and Procedures
  - After ruling out any proposed changes that the standing committee considers frivolous or malicious, the standing committee will share the proposal with the community through the conference web site at least one month prior to the start of the conference. The ISCT chair will then coordinate with the convenors to arrange for a public discussion and vote to take place at the conference.
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## **7. Policy on Ethical Behavior**

Members of the ISCT, members of the awards subcommittee, conference convenors, members of the local-organizing and scientific-advisory committees, and delegates attending the biennial conferences agree to hold themselves to, as stated in the American Geophysical Union policy, the “highest standards of scientific integrity and ethical conduct, as individuals as well as collectively”. This includes avoidance of formal scientific misconduct, avoidance of conflicts of interest (personal and financial), and any behavior or actions that involve intimidation, discrimination and harassment of any kind. In general, the community agrees to follow guidelines established by the American Geophysical Union and the European Geoscience Union in the areas of scientific, ethical, and personal conduct.

### **7.1. Standing Committee and Awards Subcommittee**

It is important for the standing committee and its awards subcommittee to keep in mind the potential for financial and other conflicts of interest that might arise in the selection of conference locations and venues, and in the awarding of prizes.

### **7.2 International Conferences**

All persons involved in the conferences in any form should avoid conflicts of interests in such matters as program preparation and abstract review, and all members of the community attending a conference should comport themselves according to a Code of Conduct that convenors make clear on the conference web site and published program. Convenors must avoid any financial conflicts that might arise in organizing venues,

accommodation, managing fees collected from delegates, or receiving financial support for the conference from external sponsors.

### **7.3 Awards Recipients**

Recipients of any of the three prizes awarded by the ISCT agree to disclose any past or pending findings of professional misconduct or validated complaints. Disclosure should be made to the awards subcommittee chair immediately upon receipt of notice about the award. Disclosure does not automatically cancel consideration for an award, but may require discussion with the awards subcommittee.

## Appendix A. Origin and Nature of the Conferences Series

The recent series of International Thermochronology Conferences have their origin in a special session on Fission Track Dating organized by Dr Charles (Chuck) Naeser of the USGS in Denver and Dr Steve Carpenter of the National Bureau of Standards in Washington, and held at the Fourth International Conference on Geochronology, Cosmochronology and Isotope Geology (ICOG) held at Snowmass at Aspen in August 1978. This was the first time that the international community of researchers in fission-track dating and related fields, which gradually emerged during the previous decade, had come together. It has been generally agreed by researchers in the field that the Snowmass ICOG session was a highly significant starting point for the subsequent conference series and should be considered the first conference in the series.

During discussion at that session it was agreed to hold an independent conference focussed on fission-track dating and particularly aspects of its practical implementation that were of importance to researchers at that time. Prof Giorgio Ferrara of the University of Pisa offered to host the conference at the University of Pisa in Italy from 10-12 September 1980. The meeting was entitled the *Fission Track Dating Workshop* to emphasise the desired emphasis on practical issues.

During discussions amongst the 43 delegates to the Pisa conference two key decisions were taken. The first was to continue this conference as a series of meetings, every four years, two years out of phase with the four-year cycle of the ICOG meetings, thereby providing an opportunity for the international community to meet in some form every two years. It was agreed that, initially at least, the conferences should alternate between North America and Europe as these continents hosted the great majority of practitioners in the field at that time. The second decision, made on a recommendation from Günther Wagner of the University of Heidelberg, Max-Planck Institute of Nuclear Sciences, was to appoint a standing committee of eight members representing a variety of countries. These were: Giulio Bigazzi (Italy), Jan Burchart (Poland), Steve Carpenter (USA), Saed Duranni (UK), Andy Gleadow (Australia), Chuck Naeser (USA), Gerard Poupeau (France) and Günther Wagner (W Germany).

The standing committee was charged with two functions on behalf of the delegates. The first was to coordinate community wide efforts at standardisation of fission-track dating methods through development of age standards, interlaboratory comparisons etc. The second was to provide oversight for the organization of future conferences in the series. (see Wagner et al. 1981, *Nuclear Tracks* 5, xi-xii). Between 1982 and 1996 another four conferences under the same title and two ICOG sessions were held. A decision as to the location for the next conference in the series was made by the delegates at the final session of each conference.

Over the first decade of the 21st Century the emphasis and scope of the meetings changed in important ways. The 'Workshops' became simply 'Conferences', 'Thermochronology' was added (although this had first been used in the 1992 conference), and eventually 'Fission Track' dropped from the title. These changes represented a fundamental shift in the research community with the recognition that thermochronology was by then the dominant emphasis of most groups, and that fission-track analysis was increasingly just one of multiple systems in this field. This was particularly driven by a desire to embrace (U-Th)/He and other techniques that were emerging over the 1990s and 2000s.

With the demise of the ICOG conferences after 1990, the four-year spacing of the international conferences continued. The reduced opportunities for the community to meet were partly compensated by *ad hoc* sessions at other major conferences, and the emergence of some regional gatherings, most notably the *European Thermochemistry Conference* series held two years out of phase with the International Meetings. At FT2008, the 11<sup>th</sup> International Conference in Anchorage, Alaska in 2008, the International Standing Committee put a proposal to the delegates, that the two independent conference series should be merged into one, to be held every two years, with every second one to be held in Europe, starting in 2010. The European representatives agreed to this proposal, which was then adopted by all the delegates. Since that time the conferences have continued every two years under the title of the *International Conference on Thermochemistry*. Since very early in this series, the conferences have been organized over five days with a pattern of two days of presentations, followed by a one-day field trip, and then a final two days of presentations. The sequence of all the conferences in the series so far are listed in Appendix B.

Prior to 2008 the international standing committee operated on a very informal basis with its membership expanded by the addition of the conveners of each conference and additional delegates nominated by the delegates at conferences from time to time. At the Anchorage meeting it was recognized that a more formal process was needed, to ensure the continuity of future conferences, to guide the future operation of the committee, and to enable the recognition of outstanding achievements by members of the community through various awards, and other matters that might arise. The awards subcommittee was established in 2008 and the first award made at the Glasgow Conference in 2010. Prior to the Maresias, Brazil meeting in 2016, the standing committee agreed on a transition to a more regular rotation process for its membership, and a modest reduction in size, which had grown to more than 20 members.

At the Maresias meeting, the ISCT created a new subcommittee on communications, and continued discussion of the need for some more formal operating procedures.

*Past Chairs of the International Standing Committee on Thermochemistry:*

Andrew Gleadow, 2008 – 2014.

Peter Zeitler, 2014 – present

## Appendix B. Schedule of Past and Future Conferences

### International Thermochemistry Conference Series - Precursor Conferences

Seq.	Year	Country	City	Conveners	Conference Name
1 <sup>st</sup>	1978	USA	Snowmass	Naeser, Carpenter	ICOG - FT Dating Session
2 <sup>nd</sup>	1980	Italy	Pisa	Bigazzi	International FT Dating Workshop
3 <sup>rd</sup>	1982	Japan	Nikko		ICOG - FT Dating Session
4 <sup>th</sup>	1984	USA	Troy	Miller	International FT Dating Workshop
5 <sup>th</sup>	1986	UK	Cambridge		ICOG - FT Dating Session
6 <sup>th</sup>	1988	France	Besancon	Chambaudet	International Workshop on FT Dating
7 <sup>th</sup>	1992	USA	Philadelphia	Omar, Giegengack	Int. Workshop on FT Dating & Thermochemistry
8 <sup>th</sup>	1996	Belgium	Ghent	van den Haute	International Workshop on FT Dating

### Thermochemistry Conferences Sequence

Seq.	Year	Country	City	Conveners	Conference Name
9 <sup>th</sup>	2000	Australia	Lorne	Gleadow, Kohn	Int. Conf. FT Dating & Thermochemistry
	2002	Spain	Cadiz	Barbero	European Thermochemistry Conference
10 <sup>th</sup>	2004	Holland	Amsterdam	Andriessen	Int. Conf. FT Dating & Thermochemistry
	2006	Germany	Bremen	Lisker, Ventura, Glasmacher	European Thermochemistry Conference
11 <sup>th</sup>	2008	USA	Anchorage	Garver	International Conf. on Thermochemistry
12 <sup>th</sup>	2010	Scotland	Glasgow	Brown	International Conf. on Thermochemistry
13 <sup>th</sup>	2012	China	Guilin	Wanming Yuan	International Conf. on Thermochemistry
14 <sup>th</sup>	2014	France	Chamonix	van der Beek, Gallagher	International Conf. on Thermochemistry
15 <sup>th</sup>	2016	Brazil	Mareasias	Hackspacher	International Conf. on Thermochemistry
17 <sup>th</sup>	2018	Germany	Quedlinburg	Spiegel, Glasmacher	International Conf. on Thermochemistry
18 <sup>th</sup>	2020	USA	Santa Fe	Ketcham, Stockli	International Conf. on Thermochemistry
19 <sup>th</sup>	2022	Italy	Riva del Garda	Balestrieri, Zattin	International Conf. on Thermochemistry
20 <sup>th</sup>	2024	Japan?	Kyoto or Kanazawa	Hasebe, Tagami	International Conf. on Thermochemistry
21 <sup>st</sup>	2026	Canada?	Banff	Enkelmann, Schneider	International Conf. on Thermochemistry
22 <sup>nd</sup>	2028	Europe			International Conf. on Thermochemistry

## Appendix C. Advice to Conference Organizers

(last revised 8 January, 2015)

One of the most important functions of the Standing Committee is to capture experience from past Conferences and pass this on to future organizers to assist in their work. During the Thermo2010 conference in Glasgow, the following items were first agreed upon by the Standing Committee, to be passed on to future conference organizers; this list has been updated following experiences at the Thermo2012 and Thermo2014 Conferences.

Key points that should be considered by organizers include the following:

- a. The primary purpose of the Conferences is to provide an opportunity for the International Community to meet together to discuss their work and common interests in thermochronology.
- b. The Scientific Program Committee should include representatives of the International Community as well as those from the host country.
- c. As far as possible future Conferences should continue to have one main session, rather than parallel sessions.
- d. Some technique-based workshops could be held in parallel where these are appropriate for detailed, technique-specific sessions that are less likely to be of broad interest to other groups. Such parallel workshops should be kept to a minimum, however, as many groups and individuals have interests that cover more than one technique. Ideally such discipline-specific parallel sessions should be limited to no more than one half-day.
- e. The program needs to include abundant opportunity for general discussion of both individual presentations and broader topics of common interest. Panel discussions are one means for organizing group discussion, but this can make it hard for many to contribute; as an alternative, part of a day later in the conference might be spent as a workshop, with delegates divided among smaller breakout groups which report back to a general session and perhaps lead to a white paper that could report the state of the field or make recommendations.
- f. These requirements mean that relatively more presentations will need to be made as posters to achieve a less crowded schedule for oral presentations within the single main session. Innovative approaches to make the poster sessions a central and exciting part of the program are encouraged. These might include an informal session where poster presenters give a one-minute overview, perhaps over lunch or in the evenings, or perhaps a brief scheduled walk-through at the start of each session where presenters can give the highlights of their work (their “elevator talk”).
- g. At least some plenary sessions or parts of all should be focused on overview talks; speakers should be requested to provide assessments that address outstanding problems, provocative new results, or opportunities for the future. Another suggested means of focusing and limiting the number of groups is to invite presentations from research groups.
- h. It is important that speakers represent our diverse community, and represent a balance between established and younger scientists, and male and female researchers.
- i. The program needs to allow opportunities (time slots and suitable rooms) for informal group meetings that delegates might want to arrange in advance or arise on-the-fly.

Examples might include: meetings of the organizing committee for a future Conference, possible planning sessions around some new inter-laboratory standardization initiative, or discussion of analytical methods and opportunities offered by new technologies (including vendors might provide an interesting perspective).

- j. Projection facilities and lighting levels need to ensure the highest standards of visibility for the audience in the main auditorium. Projection facilities must be able to handle all common formats on both PC and Mac platforms.
- k. It is important to schedule time for a meeting of the Standing Committee (ISCT) early in the week, and an opportunity for the ISCT to report back to delegates at the end of the conference.
- l. Spatially, the venue should be arranged to allow ample space for informal group discussion around the poster sessions and at refreshment breaks.
- m. It is important for the future of our field that students are able to attend the Conferences and to fully participate in the proceedings. The overall Conference budget should therefore be developed to allow for some assistance, where needed, for students wishing to attend the Conference.
- n. The costs of any awards should be included as a budget item in the planning of each Conference.
- o. It is essential that internet access be provided for conference delegates.

It was recognized that it may not be possible to implement every single one of these points at every Conference, but it was considered that they form valuable guidelines for future Conference organizers and should be followed in spirit if not in every detail.

## Appendix D. Awards Managed by the ISCT

### Awards

Dodson Prize: This prize is awarded on behalf of the International Thermochemistry community by the ISCT to a person who has made an extraordinary contribution, in any way, to the field of thermochemistry and/or to the international community of thermochemists. The prize was conceived and named in honor of Martin Dodson, the pioneer of quantitative thermochemistry, who died at age 78 on 27 June 2010.

Laslett Award: This prize is awarded by the international thermochemistry community to person who is deemed to have made an extraordinary contribution to the field of fission-track thermochemistry. The prize is named after, and was conceived to honor, Geoff Laslett, a pioneer of quantitative fission-track analysis and an outstanding scientist and statistician, who died on 9th January 2010.

Charles and Nancy Naeser Prize: This prize is awarded on behalf of the Community by the Standing Committee to an early-career scientist who has made an outstanding and/or innovative contribution to our field. The award is named in honor of Charles "Chuck" and Nancy Naeser in recognition of their ground-breaking fundamental work in the field of thermochemistry over many years (Chuck died on 18 November 2016). Eligibility requires the candidate to be actively engaged in the field and seven years or less out from their Ph.D. award (excluding periods of parental or unpaid leave during which the candidate was not working).

### Awards Process

1. The awards committee seeks nominations for each prize from the community in general. This should be done to maximize reach using any appropriate advertising, email lists and social media etc. Requests for nominations will be accepted at any time, but a request for nominations should be announced and publicized widely in advance of each international meeting.
2. Nominations are normally submitted by an individual. A group of people who might wish to co-sign a joint nomination could also make a nomination. Any nomination must include a letter detailing the case for the nomination of the relevant prize. Nominations should be submitted directly to the Awards subcommittee in confidence (via its chair). A nomination without a case for support cannot be fairly assessed and so will not be. An individual, or group, can only nominate one person for each award (so multiple single nominations for the same award will not be accepted, although joint awards may be considered if a case is warranted).
3. In past rounds some people asked to know who had already been nominated, so they might add their 'vote' to an existing nomination. The awards subcommittee feels this is not feasible/desirable as it means confidentiality is breached and the subcommittee wishes to avoid "a general election" of an awardee. Consequently, the subcommittee feels an AGU-style approach, where nominations are received and reviewed in confidence and then kept in confidence by the awards subcommittee, is appropriate. It is up to the individuals making nominations to decide whether they wish to inform the person they choose to nominate.

4. The awards subcommittee reviews and discusses all nominations and arrives at a final decision by consensus. If a difference of opinion between members of the awards subcommittee cannot be resolved then the matter is referred directly to the ISCT for comment and input. If no consensus view is reached after this process, then a vote of all standing committee members decides the outcome (with the chair of the awards subcommittee having a deciding vote in case of a tie).
5. The chair forwards the proposed recipients to the ISCT for formal approval. Recipients of awards are then notified in confidence about their awards in sufficient time to allow them to make plans, if possible, to attend the upcoming conference, and also for them to notify the awards-subcommittee chair about any ethical matters that might require discussion.
6. Once all recipients are established and have agreed to accept the award, their names are communicated to the conveners of the forthcoming conference and also disseminated to relevant outlets.
7. Awards will normally be made every two years (to coincide with each international conference). The awards subcommittee may choose to recommend no award if no suitable nominations are received.