

**Summary of the Minutes of the 7th Meeting of the
Organizing Committee of the
IAU Commission on Massive Stars
16 October 2017, by Skype**

All members, Artemio Herrero (AH), Jorick Vink (JV), Nicole St-Louis (NSL), You-Hua Chu (YHC), Asif ud-Doula (AU), Jose Groh (JG) and Gregor Rauw (GR) are present.

Next massive star meeting

Since it is now clear that it will be impossible to hold our next massive star meeting in Puerto Rico, we decide to make a new announcement, as the deadline for the letter of intent for 2020 IAU meetings is September 15, 2018. We will also contact directly a few people who we think might be interested in proposing a meeting, without of course giving any guarantees of acceptance by the IAU. We decide to have a commission meeting to discuss the new proposals no later than the end of next January.

We discuss if we want to focus on a geographical region or consider proposals from anywhere in the world. We also discuss the travel ban in the US. At this time we are unaware of any astronomer in our community who would be affected by this travel ban. Someone points out that we cannot, of course, be sure of this.

Committee members agree that we do not want to restrict applications at the present time but that it is important to take this travel ban into account in the decision-making process. However, the quality of the proposal should remain the most important selection criteria. We also think it is important to make clear in the announcement that freedom of travel will be taken into account when we choose which venue to support for the next massive-star meeting in order to avoid any potential misconceptions after the selection is made. However, whichever venue we choose, there are obviously situations that we will not be able to control.

Webpages/Newsletter

Progress is very slow. Therefore, we decide to concentrate on three features for the Webpage:

- Announcements for the community
- A repository for our summaries of the minutes of our meetings.
- A suggestions box.

The secretary says she is working on the summaries and that they will be ready very soon. We decide that all members of the organizing committee will be responsible for revising these summaries before they are published on the Webpage.

Next commission elections.

We discuss the upcoming commission elections, which will take place before the next general assembly in August 2018. There must be at least one, but ideally two, candidates for president (except if the actual Vice-president runs for President), at least two for Vice-President and enough

candidates to replace the departing members of the committee. Unless they wish to apply for Vice-President, NSL or GR should leave the committee definitely (if they do not run for Vice-President) in addition to the president, AH.. JG, AU and YHC may continue for a second term, if they wish. JV agrees to be nominated for President. GR and YHC say they do not wish to continue and NSL and JG agree to stand for Vice-President. There will be four positions for new committee members, including possible other candidates for Vice-President.

Equity Committee (EC) procedures. Document prepared by JV and sent to the OC

We all thank JV for his excellent work on the equity procedures document. We briefly discuss which body should decide what appropriate actions should be taken if an unfortunate event were to take place. We decide that it should be done jointly by the SOC and LOC of the meeting as advised by the EC.

The EC committee should be very easy to approach and should not let matters escalate too quickly, to avoid preventing people from speaking out. Three members for this committee is viewed as a minimum. This EC will usually be selected by the SOC and LOC. The SOC is likely to include one member of the OC who can suggest people to be on the EC.

Someone suggests that it might be a good idea to construct a list of people who are interested in matters of equity and who will be willing to serve on the EC at massive star meetings. If the list is sufficiently long, there will always be people on this list attending a given meeting. We all agree with this suggestion. We decide that once we have announced the next meeting and its organization is well under way, we will make a call for volunteers to be part of the equity committee for massive star meetings and also solicit suggestions for membership. We will then make this list available to the organizers of meetings so they can choose people from the lists and use members from the SOC and/or LOC to reach a good balance. The organizing committee of our commission should be consulted before the final composition is adopted.

Outcome of the IAU Symposia and focus meeting applications for 2018 GA

GR sent the committee some statistics on the success rate of the proposed meetings for the next general assembly in August 2018. From these, we conclude that applications related to massive stars were not as successful as we would have wished, despite the fact that our committee had been proactive in encouraging people to apply and that a number of proposal that were submitted related in one way or another with massive stars. Actually, we find that the stellar meetings *in general* were not very successful. We are informed that not all people who submitted a meeting proposal got feedback from the stellar Division sufficiently in advance to be able to make significant corrections to the proposal, even though the *full* proposal had to be sent to the Division one month before the deadline. In consequence, the letter of support from the Stellar Division was not completely supportive. We all agree that this is not acceptable. We are told that the way the proposals should be handled has been a matter of discussion within the Division. There is no formal evaluation process set by the IAU so in consequence the way they are dealt with by the Divisions is very variable. The division heads send their evaluation to the executive committee who makes the final decision. Presumably, the executive committee tries to keep some kind of balance between different Divisions and areas taking into account the rankings and other factors.

We decide that our president AH will express concern to the Division about the way some applications were handled.

Next meeting

We decide to hold our next meeting on the second week of January.