1. **Call to Order**
   Carlo Segre called the meeting to order.

2. **Appointment of Minutes Secretary**
   Denise Flaherty was appointed as the Minutes Secretary.

3. **Approval of Minutes from March 2012**
   Carlo projected the minutes of the 2012 Education Subcommittee Meeting for all to view and asked members in attendance if there were any objections; there were none. The minutes were approved by consent.

4. **Review of the Mission Statement**
   Carlo then projected the Education Subcommittee Mission Statement to remind the group of their role and function:
   
   The Education Subcommittee shall be responsible for developing educational materials, implementing workshops, audio-visual programs, and special sessions at meetings concerned with the acquisition and utilization of diffraction data with emphasis on the PDF and its manual and automated search/match systems. Also, it encourages the teaching of powder diffraction methods in educational institutions. The Education Subcommittee will be responsible for assembling information about X-ray safety and providing lists and links regarding software tools for powder diffraction and X-ray fluorescence.

5. **ICDD Staff Reports**
   Terry Maguire reported on the following programs that promote ICDD’s role as an education source for the X-ray community. Please see her Power Point presentation for the dates, location and attendance of each program:
   
   a. **PPXRD-11**
      During this presentation, Terry also announced the dates and location for PPXRD-12 in Beijing, China, 20-24 May 2013.
   
   b. **XRD and XRF Clinics**
      The presentation also included information on tuition waivers, reduced registrations for manufacturers and ICDD staff, and a list of participating manufacturers.
   
   c. **DXC 2012**
      The award winners from DXC 2012 were also announced during the presentation – The Birks Award to John Criss (posthumously) and the Cohen Award to Magnus Menzel, University of Hamburg, Hamburg, Germany. Terry also announced the new venues that will host the DXC in 2013 and 2014, The Westin Westminster, Westminster, CO and Big Sky Resort, Big Sky, MT (respectively).
   
   d. **Specialized Workshops**
      Report included a list of tuition waiver recipients for the Rietveld Refinement workshop and news that the Handheld XRF workshop was cancelled due to low registration numbers. Terry stated that the Handheld XRF workshop should become more popular in the future when people realize that handheld tools are not simply “point and shoot” but require training for proper results.
   
   e. **2013 Calendar of Educational Events**
   
   f. **Meetings Supported Financially by ICDD**
A list of the eleven meetings that ICDD supported financially was projected for all to view. The support was geared towards student participation. Catharine Foris questioned why some of the meetings ICDD supported do not include ICDD events on their Calendar of Events. An example she gave was that ACA’s calendar of events does not include the ICDD Clinics. Carlo responded that part of the decision making process, in deciding what meetings to support, does look at what ICDD receives in exchange for their donation. Tim Fawcett replied that ICDD gives the information to the various meetings in Press Release form, but that ICDD cannot control what information the group decides to use. Catharine replied that it still did not make sense to her that ICDD would give money to a group that does not recognize ICDD events in their Calendar of Events.

g. Workshops and Lectures
   Power Point presentation included a listing of all the workshops and lectures where ICDD was represented.

6. Web Site
   Tim Fawcett reported to the committee on the massive amount of educational material available on the ICDD and DXC web sites (a total of 6,000 downloadable documents). A discussion on “How To” tutorials took place, when Clay Ruud asked if Deane Smith’s Clay Mineral Preparation tutorial was on the web site, which he believed was published in an early edition of Advances in X-ray Analysis. Tim responded that there are publishing rights issues in regards to Volumes 1-39 of AXA (ICDD shares the rights with Plenum Publishing) and that there are restrictions associated with the use of early AXA material; however, he would look into the matter. Tim also asked committee members in attendance to contact him if they would like to write a “How To” tutorial for the ICDD website, and that all ICDD members were welcome to get involved with writing tutorials.

7. Board of Directors' Liaison Report
   No motions were made during the 2012 Education Subcommittee meeting; therefore, no BoD liaison report was necessary.

8. New Business
   Carlo Segre addressed the committee with the idea of adding an “Ask the Expert” feature on ICDD’s website. This feature would allow people to write in with questions, and then the question would be forwarded to an “expert” on that topic who would respond. This would be a similar to the All Experts Question and Answer website, “Quora”. Members of ICDD would volunteer as the “experts” each taking a topic of expertise. When a question is received, it is then forwarded to the correct expert. Carlo serves as an expert for Quora and said that it did not take up a lot of his time, and the expert always has the choice to not answer a question if it is not really related to his/her expertise. The members in attendance thought that this was a good idea.

9. Adjournment