

**Education Subcommittee Meeting Minutes**  
**Wednesday, 14 March 2018**  
**International Centre Headquarters**  
**Conference Room A**  
**3:00 – 4:00 p.m.**  
**C. Segre, Chairman**

1. Call to Order and Opening Remarks C. Segre
2. Appointment of Minutes Secretary – Eileen Jennings
3. Approval of Minutes of March 2017 – no objections
4. Review of Mission Statement

*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.*

**For 2017 Motions and Responses: Please see pg. 2**

5. ICDD Staff Reports

*Clinics and Workshops*

E. Jennings

Attendance numbers were higher for the 2017 events; people took advantage of the newly implemented Early Registration Fees. We also had a great vendor turn-out; three for XRF: PANalytical, Claisse & Bruker; and five for XRD I: Proto, Bruker, Rigaku and two people from PANalytical.

Dates are set for the 2018 Clinics and the advertising has begun. For 2019, we will have a name change from Rietveld Refinement & Indexing Workshop to *Rietveld Refinement & Indexing Clinic*. This will help in keeping the new webpage clean and easy to understand.

*Denver X-ray Conference and Pharmaceutical Powder X-ray Diffraction Symposium*

D. Zulli

In 2017, DXC is was held in Big Sky, MT. It was a good turnout: 430 total attendance, 282 attendees / 148 exhibit staff. We sold 59 exhibit booths to 47 companies. There were 16 half-day workshops and 18 half-day sessions, which includes the Plenary Session. During those sessions there were 223 presentations made, which is an excellent number for us. Denver X-ray Conference is constantly looking for other smaller meetings that we can bring in to join our group. If you know of a small community that is looking for a home, say a half-day session or a full blown conference, please contact Denise Zulli or Terry Maguire. We are always looking to increase attendance and grow the community as well as try to make our exhibitors happy to see new faces.

The proceedings from the Denver X-ray Conference is *Advances in X-ray Analysis*, and for the first time, we produced everything in-house at ICDD. DXC attendees viewed the proceedings on-line which is a big cost savings for the ICDD. Prior to 2017, we outsourced the production of CD's and then mailed 250 copies around the world.

PPXRD-15 was held in Hyderabad, India, 18-20 August. PPXRD it was a satellite meeting to the IUCr Conference. We had 67 total attendees, 10 of which were students, and five exhibit companies. The symposium started with a full day workshop followed by two days of sessions, which included 36 presentations.

*New Web Site*

Monika Kottenhahn and Megan Washko demonstrated the new ICDD Website. We are anticipating an April 1<sup>st</sup> launch.

6. Board of Directors' Liaison Report X. Chen  
Nothing to report from the BoD
7. Special Presentation: Yakov Cherner employed by ATeL (Advanced Tools for e-Learning) gave a demonstration on his product – Virtual X-ray Laboratory. Tom Blanton and Carlo Segre both feel that this is something ICDD should look into.
8. New Business  
No new business
9. Adjournment

**March 2017, M #1: Online Education – Webinars**

The Education Subcommittee requests that ICDD Staff effort be assigned to exploring the possible reduction in the duration of workshops and clinics by having lectures prepared and viewed in advance online. Estimates of possible time and cost savings are to be reported to the Education Subcommittee.

***Update:** Conference Services & Communication Department - There is significant investment in terms of time, money, and manpower to test the theory that the length of the clinics is a deterrent and a major factor in our reduced registrations. The 2017 Clinics were recorded to evaluate this model. There is some concern that implementing it could be difficult as many of our registrations are received last minute, leaving little, if any, time for attendees to view lectures in advance. More work will be done to evaluate this model. We are focusing on product videos to help get familiar with online training. See Motion #3 below.*

**March 2017, M #2: Online Education - Webinars**

The Education Subcommittee requests that ICDD Staff effort be assigned to developing a cost model for the preparation and delivery of online lectures and training. Possible options and costs to be reported to the Education Subcommittee should cover in-house preparation (with staffing costs), contracting to professional for-profit company, and contracting to university with online course experience.

***Update:** Conference Services & Communication Department - The Conference Services and Communications Groups have viewed several webinars hosted by our scientific affiliates, as well as webinars on 'how to' launch our own. We also ran a test training lecture with a group in Helsinki, Finland, the ECHA (European Chemicals Agency) in response to their request for some customized training in May 2017. We used WebEx, which worked well.*

**March 2017, M #3: Training Product Videos**

The Education Subcommittee requests that ICDD Staff effort be assigned to assessment of need for training videos in support of the PDF 4+ database product. The report to the Education Subcommittee will include projections of benefit to sales of PDF 4+ if possible.

***Update:** Conference Services & Communication Department - In preparation, we have purchased a new monitor in Conference Room A to improve the visual graphics in our videos. The 2017 XRD and XRF Clinics were recorded to help us in evaluating and segmenting sections to make available online. Clips may also be used for marketing. It's important to note that most, if not all, videos would require yearly updating.*

*So far, two product videos have been made: one on Installation of the PDF-4+ Databases, and another on product Registration. These videos will be housed on the new website.*