

## Minutes of Annual General Meeting

2nd April 2008  
Phillips Room, IOP, London, UK

### 1. Attendance

There were ten members in attendance.

### 2. Apologies for absence

Apologies were received from R Pethig, M Cain, D Swaffield, G Stevens, J Lewis, J Swingler and C Smith.

### 3. Minutes of previous AGM

The minutes were accepted.

### 4. Chairman's report

The Chairman's report is attached.

The Chairman encouraged members to provide the committee with ideas for future meetings, noting that planned meetings included an 'Early stage researcher' workshop for post-graduate and post-doctoral researchers in July, Autrans 2 in June and the main 2009 40<sup>th</sup> anniversary conference to be held near Easter at the University of Winchester covering the topics of relaxation, insulation, biodielectrics and functional materials and also addressing the cross-cutting themes of measurement, modelling and application. The overlap and interaction with ferroelectrics meetings was discussed. The possibility of holding a 1-day meeting on terahertz spectroscopy was discussed, and of holding a series of ½ day tutorial meetings on dielectric/impedance spectroscopy in venues around the country.

On membership, the need to boost numbers was stressed. Group and committee members need to be more proactive in promoting membership, including conversion of meeting delegates into group members.

The Chair took an action to investigate whether the IOP decision to make associate member fees the same as the full-member rate could be reversed. **ACTION**

### 5. Honorary Treasurer's report

The main point of the Treasurer's report was that the group was not spending enough money. It was suggested that an 'away day' be organised as a community planning event.

### 6. Honorary Secretary's report

The Group Annual Activity Report for 2007 was presented and is attached.

A report summarising committee service was presented and is attached.

### 7. Election of new committee members

The following changes to the committee were approved.

Ian Youngs to stand down as Secretary and to remain as an ordinary committee member.

Alun Vaughan to stand down as Treasurer and to become Secretary.

Phil Roberts elected as Treasurer.

Geoff Smith, Nick Green and Hywel Morgan to stand down from the committee.

Jonathan Swingler (University of Southampton) elected to committee.

Steve Rowe co-opted to committee in relation to the Autrans 2 meeting.

Nicola Bowler (Iowa State University) elected as a new International Advisor.

It was agreed that the committee would consider filling the remaining vacancies on the committee at a later date; one candidate was Alex Skordos (Cranfield University).

#### 8. Discussion of members needs

The merits of changing the group name was debated. The following options were proposed:

“Fields, waves and matter group”

“Time and matter group”

“Electro-active materials group”

“Materials in electric fields group”

The committees preferred options is “Electro-responsive materials and dielectrics group”. This change is to be proposed to the IOP.

#### 9. Any other business

There was no further business.

## Annual General Meeting Chair's Report

Wednesday 2nd April 2008, Institute of Physics, London, UK

### Past Meetings

Last year's AGM was held during the International Conference on Solid Dielectrics at Winchester. We co-sponsored this conference and the Workshop on Dielectric Ageing that preceded it. These were highly successful and have been reported in the newsletter that we published last December. Since then, we have organised two further meetings:

**Electro-active Materials, 20 September 2007, Cranfield.** Principal organisers: Ron Pethig and Alun Vaughan. This was held in honour of Prof. Harry Block, FRS, who was well known at Dielectrics Society meetings for his demonstrations of electro-rheology involving Dulux paint and lots of volts! This meeting explored all types of electro-active materials and their applications. The programme started with presentation by two knights and all the presentations were of the highest standard and extremely interesting:

- *Welcoming Address*, by Vice Chancellor Professor Sir John O'Reilly
- *Polymer electronics*, by Professor Sir Richard Friend
- *Ferroelectrics, piezoelectrics, pyroelectrics- phenomena, measurement and applications*, by Dr Markys Cain
- *Tribute to Professor Harry Block*, by Professor George Tsangaris
- *Process monitoring in manufacture of polymer composites*, by Professor Ivana K Partridge
- *Dynamics of organic molecules in electric and mechanical fields*, by Professor Jovan Mijovic
- *Electrorheology and molecular electronics*, by Professor John Lewis
- *Common aspects of electrorheology and dielectrophoresis*, by Professor Ronald Pethig
- There was also a poster session during lunch.

**Charge Transport in Non-Metallic Solids, 2 April 2008, IoP London.** Principal organisers: Ian Youngs and Daryl Almond. This AGM is taking place immediately after this meeting and so a full report will be presented in the next Dielectrics Newsletter. The meeting aims to bring together workers engaged in a wide range of investigations of charge transport in non-metallic solids. Topics include: both ionic and electronic conduction; investigations of the fundamental mechanisms of charge transport; percolation; modelling the conduction process in both natural and man-made composite electrical and electromagnetic materials; the

design and development of solids with specified conduction properties and the ac characteristics of non-metallic solids.

### **Proposed Meetings**

**The Postgraduate Meeting** initially planned for 19th December 2007 is now being organised to take place at the end of the summer term if possible. The meeting will encourage postgraduates working in the area of dielectrics to present their work to postgraduates. It is hoped that there will be an industry-sponsored bursary/prize.

**Autrans 2, 25-27 June 2008.** Principal organiser: Steve Rowe. This is a follow up to the workshop meeting held at Autrans, France, in 2005 to discuss electrical ageing. On this occasion, participants have already been given a detailed presentation including 50 questions to consider. The workshop will use presentations from experts and group discussions to explore ageing caused by microscopic voids in polymer insulation.

**2009 40th Anniversary Conference.** The date and venue have not yet been finalised by the IoP but it is anticipated that this will take place around Easter 2009 in the UK. The committee has suggested that we should brand future conference (multi-day) meetings in the style of "Review of Dielectrics Research featuring ....". and to move to holding the group's annual conference on a two-yearly cycle. It is proposed that there are sessions at this 40<sup>th</sup> anniversary (i.e. including the Dielectrics Society meetings) on a range of areas of dielectrics possibly including: bio-dielectrics, high-frequency dielectrics, meta-materials and insulation with a cross-cutting theme of measurement.

**1-day meetings.** We are also considering various 1-day meetings (including "Terahertz Spectroscopy" and tutorial meetings on various subjects to be hosted by different institutions.) We would welcome suggestions for others.

### **Membership**

We have approximately 85 members. Many of the original Dielectrics Society members are no longer members of the group. There were 114 in 2006. Changes may be partly due to members being signed up at meetings for one year in order to get a discount. We will need to find ways of encouraging new and retaining existing members and giving

### **Proposal for a Change of Name of the Group**

There have been discussions for many years that the name "Dielectrics", whilst accurate, does not really reflect all the main activities of the group. The committee suggests that we consider changing the name of the group to the "Electro-responsive Materials and Dielectrics Group"

### **Thanks**

I would like to take this opportunity to thank all our members and speakers for their contributions over the last year, to thank the IoP staff for their assistance with organisation and to the members of the committee for organising and attending meetings. I would particularly like to thank Ian Youngs who is stepping down as secretary having done a sterling and unstinting job as both treasurer (2001 to 2005) and secretary (2005 to present).

## Group Annual Activity Report 2007

The charitable status of the Institute means it must ensure that its funds are used for the purposes outlined in its Charter. Therefore, it is a legal requirement that we monitor the activities and financial affairs of our groups. So it is essential that each group produces an Annual Activity Report, which will be reviewed by the Group Co-ordination Committee.

Groups have individual programmes, reflecting the needs of their members.

Their activities include:

- arranging conferences, seminars and workshops for their members and others;
- promoting interaction between physicists working in industry and research, providing opportunities for networking and a forum for meeting and discussion;
- producing regular newsletters to keep their members in touch with the latest developments in their field;
- providing information on relevant meetings organised by other bodies;
- awarding prizes in their area.

**This form to be completed and returned NOT LATER THAN 3 December 2007 to:**

Sarah Verth, The Institute of Physics, 76 Portland Place, London W1B 1NT

Tel: 020 7470 4831

Email: [sarah.verth@iop.org](mailto:sarah.verth@iop.org)

Groups will not receive funding if they do not return this form

### 1. GROUP COMMITTEE

<b>Group name</b>	Dielectrics
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Group committee meetings			
Dates	Number attending	Dates continued	Number attending
17 January	7		
28 March	7		
31 October	8		
Group annual general meetings and extraordinary general meetings			
2007 AGM date	Number attending	2007 EGM dates (if held)	Number attending
9 July 2007	21		

Date of 2008 AGM:

2 April 2008

## 2. CALENDAR OF EVENTS

Group conferences and meetings				
Date	Event (including brief description, location and format and e.g. half day, workshop, conference)	Number Attending	Number of speakers*	
			Male	Female
08/07/2007	Workshop on Electrical Aging	40	6	0
20/09/2007	Electro-active materials meeting, Cranfield, one-day	40	7	1

If your group organised the event but an external organisation cosponsored please also give the name of the cosponsoring organisation (TYPE 4 cosponsorship).

\*This data will be used for the purposes of monitoring diversity.

Joint meetings/conference with other IOP groups/divisions		
Date	Event (including brief description, location and name of other groups/divisions involved)	Number attending

Cosponsored group conferences and meetings			
Date	Event (including brief description and name of cosponsoring organisation)	Number attending	Financial support* Value (£)
	TYPE 1: An external organisation organises the event. There is no financial commitment.		
	TYPE 2: An external organisation organised the event. The group provides financial support only.		
9-13 July	TYPE 3: An external organisation organises the event. The group contributes to the event i.e. the scientific content, programme and speakers and may also provide financial support. ICSD (International Conference on Solid Dielectrics) 2007, IEEE event co-sponsored by IOP DG.	155	

\*There is no obligation to provide financial support for cosponsored meetings, but some groups have chosen to do so. If your group has done so please enter amount here.

### 3. COMMUNICATION WITH MEMBERS

This section outlines core activities relating to group communication. So that we may monitor the level and frequency of communication with our members, please indicate how the group has communicated with its members by ticking the appropriate boxes.

Mailings to group members	
Did the group produce a newsletter?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> How many? .....
Was the group newsletter circulated in hard copy?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> How many? .....
Was the group AGM notice circulated in hard copy?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Did the group produce other materials circulated in hard copy?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If so please provide a brief description:	
Group Newsletter to be issued in December.	
Email communication with group members	
Does the group communicate with members by email?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
How many emails were sent to group members in the past year?	.....8.....
Website	
Is a list of group committee members available on the website?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Are group newsletters available on the website?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> n/a <input type="checkbox"/>
Are group AGM minutes available on the website?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is a list of group meetings and activities available on the website?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Do you request updates to the web as necessary?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Are details of group prizes available on the website?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> n/a <input type="checkbox"/>
Please provide a brief description of other group/division material available on the website:	
Site also contains links to useful websites and to other relevant meetings; some example short articles of dielectrics research; an archive of group conferences.	

#### 4. SUPPORT FOR STUDENTS/PHYSICISTS/PHYSICS

Financial Support (If financial support was available but were not awarded please also tell us why.)		
Description	Number	Value (£)
Prizes		
Description	Value (£)	
Mansel Davies Award for best presentation at the group's annual meeting by an early career researcher in UK or Ireland. Awarded to Divya Tiwari from Cranfield University who presented the winning poster at the Electro-Active Materials meeting in September.	£100	
Outreach activities		
<p>The following is planned for 19 Dec 2007:</p> <p>Postgraduate Research in Electrostatics and Dielectrics Conference 2007, organised by Dielectrics Group and sponsored by Electrostatics Group.</p>		

#### 5. OTHER GROUP ACTIVITIES

Please use this section to describe any other activities the group has been involved with that are not covered in the above sections
<p>The group still desires to expand on its initial review of the field, with suitable support, to ensure that the groups activities continue to be focused on the needs of the dielectrics community both nationally and internationally.</p>

#### 6. SHARING BEST PRACTICE

We would like to share examples of good practice with other groups and divisions. So please let us about one activity of which you are particularly proud. This might be an event that went very well but might be something more ordinary like a procedure that has been introduced that has helped the group run better.
<p>Groups can achieve good leverage and profile by hosting/organising workshops adjoined to major international conferences. We found this worked really well when ICSD was held in Winchester in July.</p>

<b>Signed:</b> .....	<b>Date:</b> .....30/11/2007.....
<b>Name:</b> I J Youngs (for Prof J Fothergill)	<b>Position:</b> Honorary Secretary.....

