

Minutes

CAETS Communications Committee – Quarterly Meeting

Meeting details

Location	Online via Microsoft Teams
Date & Time	Thursday 17 October 2024, 16:00 - 17:30 (CEST)
Attendees	<p>Committee leadership Chair – Lucas NOLDUS – Netherlands Academy of Engineering (NAE) Deputy Chair – Jesús FOULLON – Academy of Engineering of Mexico (AIM)</p> <p>Amit AGRAWAL (India) Norbert BABCSAN (Hungary) Nadu DENLOYE (Nigeria) Heleen DUFFEY (South Africa) Joe HARFORD (Ireland) Shinhye KIM (Korea) Wei LIU (China) Suvi SALMI (Finland) Yanjun SHEN (China) Jung-hee SONG (Korea) Janusz SZPYTKO (Poland) Karen WAGNER (Germany) Yu ZHU (China)</p> <p>Secretariat support – Zhiqiang WU, Wei WANG – (China)</p>

Meeting Summary

1. Welcome

- The chair opened the meeting by welcoming committee members to the third quarterly meeting of 2024.
- The chair also extended a warm welcome to the new secretarial support team, Zhiqiang WU and Wei WANG from China.
- Additionally, the chair welcomed Jesús FOULLON (AIM), who will be replacing José ALBARRAN as the new deputy chair.

2. Minutes of previous quarterly meeting (11 June 2024)

- The minutes of the 11 June meeting were accepted without amendment.

3. Actions of previous meeting

- The committee noted all previous action items have been completed or are underway.

4. Looking back at CAETS 2024 Annual Meeting

- The chair reviewed the CAETS 2024 Annual Meeting and the awards of the CAETS Communication Prize 2024.

5. E-Mobility Report

Suggestions for communication strategy and actions:

- Prepare a summary (“statement”) with the key conclusions and recommendations.
- Distribute the full report in English (commonly understood language in all countries).
- Prepare a slide deck in English summarizing the report. Bundle this with the report and send that to all member academies.
- Each member academy can decide to translate the summary in their local language, and also translate the conclusions and recommendations to the situation in their country. Then distribute to local stakeholders.

6. CAETS Communication Prize 2025

- An earlier launch before 1-1-2025 allows people in the southern hemisphere to work on their submission before their summer break. The award will be adjusted to start in November.

7. Sharing Communications best practice among CAETS members



- Janusz SZPYKTO from the Academy of Engineering of Poland (AIP) delivered a comprehensive speech, offering an in-depth introduction to the Polish Academy of Engineering and its exemplary practices (AIP official website: <https://akademaiinzynierska.pl/>).
- Janusz kindly promised to send his slice to the chair after the meeting, and the chair will share it when sending the 4th quarterly meeting notification.

8. Administration and planning

- Zhiqiang WU suggested archive the meeting materials (minutes, presentations) for central access. The chair will upload the documents in the section for the Communications Committee in the CAETS website.
- The Chair updated the Communication Committee membership list.
- Rotation schedule for presentations was accepted without amendment.

9. Next meetings

- Next quarterly meeting will be on 6 December 16:00 CEST (not 5 December as in agenda).

10. Meeting close