



REPORT
of the
UNITED STATES OF AMERICA
DELEGATION
for the
XXXVII
MEETING OF THE DIRECTING COUNCIL
of the
PAN AMERICAN INSTITUTE
OF GEOGRAPHY AND HISTORY
(PAIGH)

Submitted by the

UNITED STATES NATIONAL SECTION
of the
PAN AMERICAN INSTITUTE OF GEOGRAPHY AND HISTORY
San José, Costa Rica
November 15-19, 2004

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**U.S. NATIONAL SECTION
OFFICERS AND COMMISSIONS MEMBERS**

U.S. NATIONAL SECTION

President	Dr. C. W. Minkel
Vice President	Mr. Roger L. Payne
Executive Secretary	Mrs. Jacqueline M. Klaver
Dept. of State Liaison	Mr. Daniel Martinez

COMMISSION REPRESENTATIVES

CARTOGRAPHY

U.S. Representative:	Dr. John A. Kelmelis
Alternate Representative:	Dr. Scott A. Loomer

GEOGRAPHY

U.S. Representative:	Dr. David J. Robinson
Alternate Representative:	Dr. William E. Doolittle

GEOPHYSICS

U.S. Representative:	Mr. Bruce Presgrave
Alternate Representative:	Mr. Thomas Casadevall

HISTORY

U.S. Representative:	Dr. Georgette M. Dorn
Alternate Representative:	Dr. Judith Ewell

INTRODUCTION

This report reflects the major activities of the United States National Section (USNS) of the PAIGH and its members of the committees and working groups in the Commissions on Cartography, Geophysics, Geography, and History from November 1, 2002 through October 1, 2003. Summaries are provided on the status of projects, publications, meetings and other pertinent activities that took place during the reporting period. The U.S. National Section Roster of PAIGH members, current as of October 2003, and a copy of the Section's By-Laws are included in this report.

The USNS 2003 Annual Meeting was hosted by Mr. Bruce Presgrave, U.S. Representative to the Commission on Geophysics, at the U.S. Geological Survey's Geologic Hazards Team in Golden, Colorado on May 15-16, 2003.

Dr. C.W. Minkel of the University of Tennessee continued as President. Mr. Roger L. Payne, U.S. Geological Survey was appointed as Vice President. Ms. Jacqueline M. Klaver, U.S. Geological Survey/EROS Data Center continued as U.S. National Section Executive Secretary. The liaison to the United States Permanent Mission to the Organization of American States is Mr. Daniel Martinez.

During the reporting period Ambassador John F. Maisto, U.S. Permanent Representative to the Organization of American States (OAS), arranged for the payment of the United States quota at 57.59% for a total of US \$323,900 to PAIGH.

REPORT OF THE U.S. NATIONAL SECTION

1) National Section Members Honors

On 15 September, Dr. C. W. Minkel, President of the U.S. National Section of the Pan American Institute of Geography and History (PAIGH) was awarded an honorary degree (Doctor Honoris Causa) by the National University of Piura, Peru, in a special ceremony as part of a week-long celebration of the university's 43rd anniversary. Highlights of his 45-year career as a Latin Americanist Geographer were cited, particularly his contribution as a principal U.S. representative to the resolution of the long-standing Peru-Ecuador boundary dispute and his subsequent research and publications to support integration and development of the boundary region. He was awarded an Honorary Professorship by the same institution in November 2000 and by the National University of San Marcos (Lima) in May 2002.



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IN FOCUS

Señor Minkel



C.W. "Bud" Minkel is professor of geography at the University of Tennessee-Knoxville. He has written and contributed to hundreds of publications, and is consid-

ered the dean of Latin Americanist geography.

Before the "art" in cARTography can be executed, information must be gathered. As in the art itself, the acquisition of source material has changed radically. Prior to the computer revolution and development of the Internet, Mapping Specialists relied on print media and expert advice to ensure accuracy of the map. To be sure, the Internet has enhanced access to data and detail, though some information appears not to have been edited thoroughly. MSL does consider as reliable information that is posted on official government sites and reputable research organizations such as encyclopedia providers. However, we still rely considerably on specialists in geography, history, and other academic disciplines to guide us to truth and accuracy. One such expert is C.W. "Bud" Minkel, professor of geography at the University of Tennessee, Knoxville.

Bud's career spans many years from his undergraduate days at Colorado State College to his doctorate at Syracuse University under the tutelage of the eminent Latin Americanist, Preston E. James. Here, he began a career as a specialist in the geography of Latin America. To Bud, Latin America is all the land area in the Western Hemisphere south of the U.S.

Over the years, Bud has made 125 trips to the region. He has advised governments in the region on national and regional planning and has been a principal in the Pan American Institute of Geography and History, of which he was president. A most recent activity was as the principal U.S. member of the team that helped to settle the Peru/Ecuador boundary dispute, in 1998.

Bud maintains that Latin American countries have made impressive strides in infrastructure development, such as road construction and water/sewerage systems, in recent years. He notes that the countries also have become more democratic and responsive to citizens' needs. A major accomplishment is that many countries have become less dependent on a single export, such as coffee, and therefore diversified their respective economies. Latin America does have persistent problems, however. These include a very high birth rate and massive rural to urban migration. These problems cause high unemployment or underemployment and do not diminish the gap between the very poor and the wealthy.

Generally, the U.S. populace is reasonably informed concerning Latin America, its characteristics and problems, according to Bud. But, he is concerned that there is a woeful lack of real understanding of the region. Few Americans can identify the unique features of the individual countries, their leading export, historical background, or political agenda. An example would be to relate how Brazil differs from the other counties—its size, population, language, or history.

After so many trips to Latin America, Bud still enjoys returning to Guatemala City, Guatemala; Quito, Ecuador; Santiago, Chile; and Lima and Piura, both in Peru. This relates to the many personal and professional friends he has made there during his career.

And, if you choose to travel to Latin America, Bud offers this advice:

- don't drink the water,
- learn as much Spanish or other local language as possible,
- ask questions,
- try to become friends with at least a few local people, and
- don't be obnoxious.

Bud has helped MSL acquire Spanish language sources and advised us on the proper display of information that deals with Latin America. For this we are very thankful. Because of this guidance, we are able to provide the most accurate and up-to-date maps to you, our clients.

2) 2004 U.S. National Section Annual Meeting



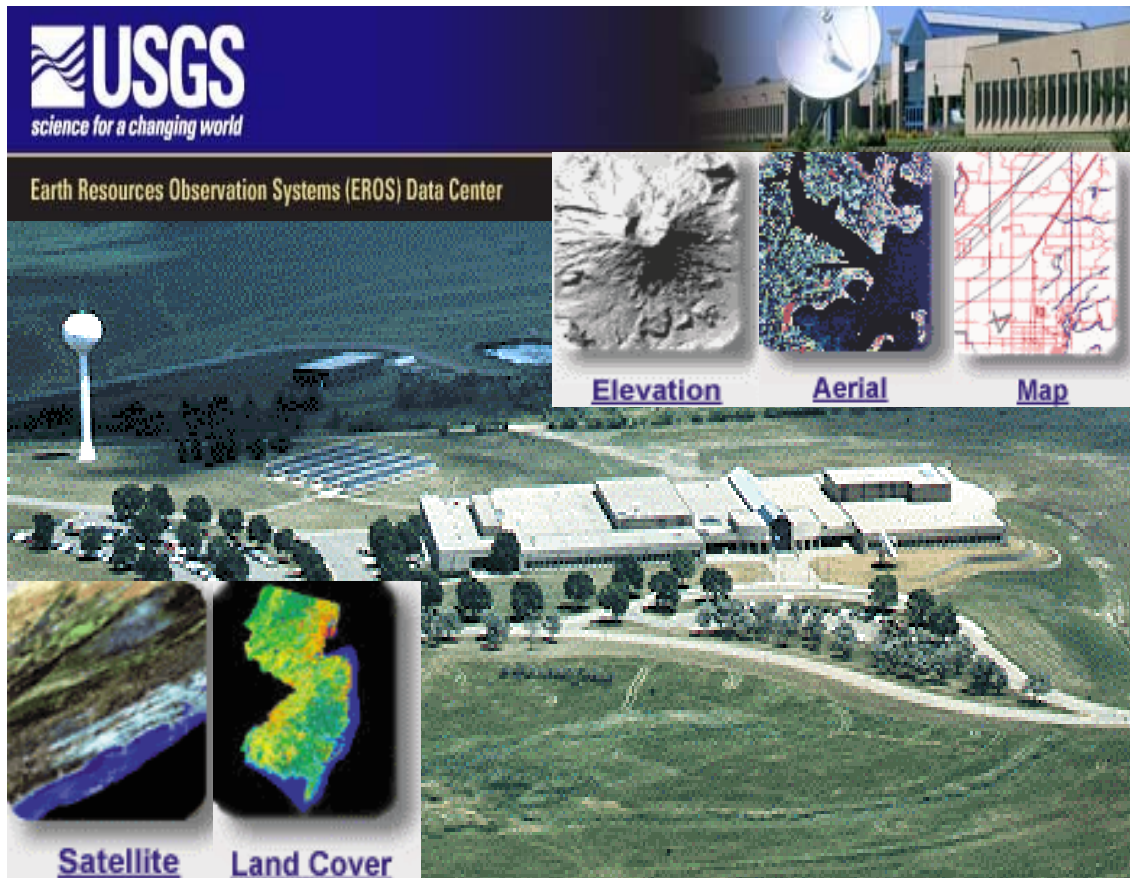
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UNITED STATES NATIONAL SECTION

To: Ambassador John F. Maisto
U.S. Permanent Representative to the
Organization of American States

From: Jacqueline M. Klaver
Executive Secretary, U.S. National Section,
Pan American Institute of Geography and History

Subject: 2004 U.S. National Section Annual Meeting (PAIGH)



The U.S. National Section (USNS) Annual Meeting, hosted by Jacqueline Klaver, Executive Secretary of the USNS and Principal Member Committee on Applications, Commission of Cartography, was held at the U.S. Geological Survey/EROS Data Center, Sioux Falls, South Dakota, on May 17-18, 2004.

Attendance:

C.W. Minkel, University of Tennessee, President, USNS of the PAIGH

Jacqueline M. Klaver, U.S. Geological Survey, EROS Data Center, Executive Secretary USNS of the PAIGH, and Principal Member Thematic Applications Committee, Commission of Cartography

Bruce Presgrave, U.S. Geological Survey, Hazards Team, Vice- President, and U.S. Representative, Commission on Geophysics, PAIGH

John A. Kelmelis, U.S. Geological Survey, U.S. Representative, Commission on Cartography

Scott A. Loomer, National Geospatial-Intelligence Agency, Alternate U.S. Representative, Commission on Cartography

David J. Robinson, Syracuse University, U.S. Representative, Commission on Geography

Georgette Dorn, National Archives, U.S. Representative, Commission on History

Robert Wimer, National Geospatial-Intelligence Agency, Principal Member, Technical Cooperation Working Group, Institutional Enhancement and Technical Cooperation Committee, Commission of Cartography

*Jean Parcher, U.S. Geological Survey, Texas Mapping Unit, Principal Member, Committee of Fundamental Geospatial Data, Commission on Cartography

Karen Anderson, National Geospatial-Intelligence Agency, Alternate Member, Committee on Fundamental Geospatial Data Committee and Principal Member, Aeronautical Charts Working Group, Committee on Fundamental Geospatial Data, Commission of Cartography

M.Sc. Santiago Borrero Mutis, Secretary General, PAIGH

(* Teleconferenced into meeting)



PAN AMERICAN INSTITUTE OF GEOGRAPHY AND HISTORY

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UNITED STATES NATIONAL SECTION

Agenda

2004 Meeting Of the U.S. National Section
Pan American Institute of Geography and History
U.S. Geological Survey/EROS Data Center
Sioux Falls, South Dakota
May 17–18, 2004

Sunday, May 16, 2004

6:30 pm Van departs Residence Inn for dinner

Monday, May 17, 2004

8:15 am Van departs Residence Inn for EROS Data Center

9:00 am EROS Data Center Welcome

U.S. National Section General Business – President USNS

- US State Department
- Letter of Appreciation from the USNS to Dan Cento
- Status of US Quota Payments to PAIGH
- Projected PAIGH Meetings
- Status of the PAIGH elections
- Update on 2003/2004 activities

Perspective on PAIGH - Secretary General

- Current Situation
- Working Plans for the next 1-5 years
- 2005 Strategic Planning Exercise
- Report on Washington, DC Meeting

USNS Perspective - Executive Secretary

- Build and Strengthen USNS Commission/Committee/Working Group Members
- Technical Assistance Projects
- PAIGH Reports

- 11:00 pm** **EDC Science Presentations**
- 12:00 pm** **Lunch**
- 1:00 pm** **PAIGH Seminar**
 Dr. C.W. Minkel
 M.Sc. Santiago Borrero Mutis
- 2:00 pm** **USNS Resolutions to the Directing Council**
- PAIGH Annual Reporting Requirements
 - Distribution of National Reports by Member Countries
 - Distribution of Member States Directory
 - Publication Program
 - Appearance of unequal distribution of funding for Projects
 - APEF Committee
 - 1st and 2nd Vice President of the PAIGH
- 7:00 pm** **Van departs Residence Inn for Dinner**

Tuesday, May 18, 2004

- 8:15 am** **Van departs Residence Inn for EROS Data Center**
- 9:00 am** **Tour of EROS Data Center**
- 10:00 am** **Report of PAIGH Commissions**
- Strategy to meet the USNS Objectives and Goals
 - Status of Organizational Structure of Commission
 - Status of US Staffing of Commission's Committees and Working Groups
 - Projects
 - 2004 and proposed projects 2005
 - Courses
 - 2004 and proposed courses 2005
 - Publications
 - 2004 and proposed publications 2005
 - Up coming Technical and Committee Meetings
- Commission on Cartography – Dr. John Kelmelis
 Commission on Geography – Dr. David Robinson
 Commission on History – Dr. Georgette Dorn
 Commission on Geophysics – Mr. Bruce Presgrave
- 11:00 am** **USNS General Business Wrap-up**
- Review and Endorsement of Proposed 2005 Projects/Courses/Workshops
 - Nomination for 2005 PAIGH Awards
 - Next PAIGH Meeting
 - Evaluation of USNS Annual Meeting
 - Problems and Solutions Recommendations



PAN AMERICAN INSTITUTE OF
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UNITED STATES NATIONAL SECTION

REPORT OF THE U.S. NATIONAL SECTION
ANNUAL MEETING

Sioux Falls, South Dakota
May 17-18, 2004



Dr R. J. Thompson, Chief, USGS/EROS Data Center opened the meeting with welcoming remarks. The meeting was then turned over to the USNS presiding authority, Dr. Minkel, who gave a short review of the meeting agenda and objectives.



I - General Business – C.W. Minkel USNS President

Relationship with USNS and PAIGH General Secretariat

Daniel Cento, U.S. State Department, U.S. Mission to the Organization of American States, Bureau of Inter-American Affairs participated with the U.S. National Section of the PAIGH in the XXXVII Directing Council in Guatemala City, Guatemala, October 6-10, 2003. Mr. Cento met with Santiago Borrero Mutis, Secretary General of the PAIGH, John Kelmelis, U.S. Representative for the Commission of Cartography and Jacqueline Klaver, Executive Secretary, USNS in Washington D.C. April 5-8, 2004.

Ambassador Maisto requested Mr. Cento to perform other duties within the U.S. Mission to the OAS. Until a permanent successor has been named, our USOAS point of contact is Ms. Margarita Riva-Geoghegan, Counselor, Cooperation and Development Programs.

Daniel Cento's participation in the PAIGH meetings as well as supporting the members of the U.S. National Section is greatly appreciated and will be sorely missed. Dr. Minkel will send a letter of appreciation by the USNS to Mr. Cento for his service to PAIGH and the USNS.

Status of US Contributions to PAIGH

The percentage quota for the U.S. for the period 2001-2005 remains unchanged at 57.59% for the sum of \$323,900. The PAIGH annual operating budget remained unchanged from last year for the sum of \$562,424, with no inflationary increase during the period 2001-2005.

To date, the U.S. annual quota has not been paid. Due to the unusual delay of the disbursement pertaining the U.S assessment for the year 2004 the Institute is unable to function. The U.S. annual quota to the Institute equals US\$ 323,900 and represents 57.59% of the budget.

- **The 2004 PAIGH Technical Cooperation Program, which benefits 14 Member States through 31 projects, is paralyzed.**
- **The payment of the payroll and operational expenses corresponding to this Secretariat is uncertain beyond 1 July 2004.**

This year the Institute has only received an income of US\$80,422 from five Member States, representing 14.23% of the budget. Secretary General Borrero has contacted the other Member States requesting their annual contribution to PAIGH. Dr. Minkel has been in continuous contact with the State Department on this matter.

Status of PAIGH Elections

Secretary General
President, Cartography Commission

M. Sc. Santiago Borrero Mutis
Lieutenant-Colonel Rodrigo Barriga Vargas

Upcoming PAIGH Meetings

Meeting of the Authorities
June 17-18, 2004, Santo Domingo, Dominican Republic

Meeting of the Authorities
November 14, 2004, San José, Costa Rica

Directing Council
November 15-19, 2004, San José, Costa Rica

Technical Meetings
None

General Assembly
November 2005, Caracas Venezuela

PAIGH Proposals 2005

Projects of Technical Assistance

Commission on History - none

Commission on Geography – none

Commission on Geophysics – 1 – Continuation for the Scholarship Program in Geophysics (2 scholarships)

Commission on Cartography – 1 - Geographic Names

2005 U.S. National Section Annual Meeting

The Annual Meeting of the USNS schedule will be changed from mid-May to mid-March so to not conflict with the Annual OAS Meeting held the first part of June. This change in schedule will enable the PAIGH OAS Representative to attend the Annual Meeting of the USNS.

The 2005 Annual Meeting of the USNS will be hosted by Dr. C.W. Minkel, President of the USNS, at the University of Tennessee, Knoxville, TN on March 21-22, 2005.

II - Perspective on PAIGH – Santiago Borrero Mutis, Secretary General

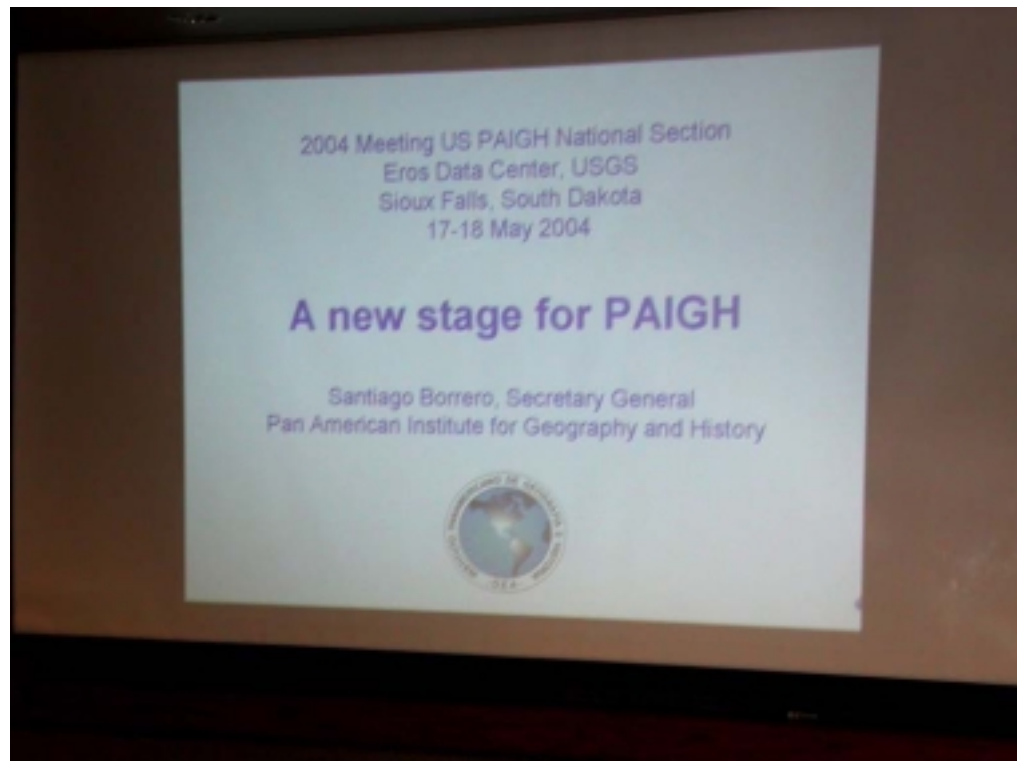


Vision

PAIGH Secretary General Borrero accepted the USNS invitation to participate in the 2004 Annual Meeting. Borrero addressed the USNS with his perspective on the PAIGH. He envisions the PAIGH to be the liaison to the OAS for the Americas in the area of geospatial data required in the areas of Cartography, Geography, History and Geophysics. He stated that there is a direct relationship between knowledge of the territory and opportunities of economic and social growth and that, it is difficult to conceive today, of a decision that does not take into account the spatial dimension. Borrero charges the PAIGH to promote and support the building a sustainable geospatial data infrastructure for the Americas.

Strategy

Borrero will present at the Meeting of the Authorities his proposed strategy to direct the PAIGH toward his vision. He will propose a Strategic Planning Exercise to rethink the structure of the PAIGH and the goals and strategies of the Commissions. Participants will be by invitation only and will consist of leaders in the fields of Cartography, Geography, History and Geophysics within the Americas and some present members of the PAIGH. This meeting is proposed for 2005, and the recommendations will be presented to the General Assembly in 2006.



Communication between Member States

Secretary General Borrero understands the USNS concern about our difficulty in establishing contact with the Committee and Working Group Members from the PAIGH Member States. He has directed his staff to distinguish the active from inactive National Section Commission, Committee and Working Group Members. The PAIGH member database initially listed 300 out of 4,000 names that connected to anyone. Presently 1,200 out of the 4,000 names listed connect. The office staff of the General Secretariat is working with the National Sections to update this database.

III - USNS Concerns – Jacqueline Klaver, Executive Secretary



Proposal to Modify the Organic Statues to Eliminate the Advisory Committee on Financial Planning and Evaluation (APEF)

Proposed Resolution

U.S. National Section of the PAIGH

Proposal to Modify the Organic Statues to Eliminate the Advisory Committee on Financial Planning and Evaluation (APEF)

The XXXVIII Meeting of the Directing Council of the Pan American Institute of Geography and History (PAIGH)

CONSIDERING

The XXIII Resolution “Convenience of Continuing the Offices of Vice Presidents of the PAIGH and the APEF Committee” that was approved at the XXXVII Meeting of the Directing Council of the PAIGH, (Guatemala, October 6-10, 2003)

The APEF Committee was created at the X General Assembly held in Panama in 1973 and was incorporated into the Organic Statues at the XV General Assembly held in Costa Rica in 1993. The XVI General Assembly held in Chile in 1997 established the Rules of Procedure of the APEF.

As stated in The Rules of Procedure, Chapter I The APEF Committee, Article 1, “The functions of the Advisory Committee on Financial Planning and Evaluation (APEF) shall be to make detailed studies of the financial, auditing, and budgetary reports, and to formulate an adequate financial policy to serve as a guide for the officers of the Institute in the long term.” The APEF Committee meets annually in Mexico City, two months prior to the Meeting of the Directing Council or General Assembly to make detailed studies of the various Programs and Financial and Auditor’s Reports of the PAIGH. As stated in Chapter I, Article 4, the PAIGH will cover the costs of the air tickets and per diem of the Committee members.

The **responsibility to assure the financial integrity** of the PAIGH rests with the **General Assembly**, as stated in Chapter V, Article 8 of the Organic Statues. The General Assembly is the supreme organ of the PAIGH and shall determine the scientific, administrative and financial policies of the organization. The General Assembly consists of: 1) The Delegations appointed by Member States, each of which is **entitled to one vote**, 2) The officers of the PAIGH which consist of the President, 1st and 2nd Vice Presidents, Presidents of the four Commissions, and the Secretary General, who are **entitled to voice an opinion but not entitled to vote**. The **officers of the PAIGH** are responsible to, **coordinate the activities** of the Institute between Meetings of the Directing

Council, make **detailed studies** of the various programs and Financial and Auditor's Reports of the PAIGH and **report their findings to the General Assembly or Directing Council**. The APEF Committee was instituted, as an additional safeguard to assure the financial integrity of the PAIGH. This function is redundant to that of the PAIGH Authorities. Due to the financial situation of the PAIGH, the USNS proposes the elimination of the APEF Committee.

Resolves:

Eliminate Article 45 (Chapter XI Finances) of the Organic Statues that states:

“Article 45. The functions of the Advisory Committee on Financial Planning and Evaluation (APEF) shall be to make detailed studies of the financial, auditing and budgetary reports, and to formulate an adequate financial policy to serve as a guide for the officers of the Institute in the long term.

The Committee shall be presided over by the President of PAIGH and shall also be integrated by two persons from the Member States (excluding those States occupying posts of authority), who are familiar with the functioning of PAIGH and who have a real interest in the Organization.”

Eliminate the chapter within the Organic Statues titled “Rules of Procedure of the Advisory Committee on Financial Planning and Evaluation (APEF) of the Pan American Institute of Geography and History”

Proposal to Modify the Organic Statues to Eliminate the Position of 2nd Vice President

Proposed Resolution

U.S. National Section of the PAIGH

**Proposal to Modify the Organic Statues to Eliminate
the Position of 2nd Vice President**

The XXXVIII Meeting of the Directing Council of the Pan American Institute of Geography and History (PAIGH)

CONSIDERING

The XXIII Resolution “Convenience of Continuing the Offices of Vice Presidents of the PAIGH and the APEF Committee” that was approved at the XXXVII Meeting of the Directing Council of the PAIGH, (Guatemala, October 6-10, 2003)

The Organic Statues, Chapter VII The Directing Council, Article 16 states: “The Directing Council is the permanent Pan American organ of PAIGH entrusted with functions of the General Assembly during the intervals between meeting of the latter”. Article 17 states: “The Directing Council shall be composed of the representatives of the Governments of the Member States of PAIGH, who shall have voice and vote.... The President, Vice Presidents and Secretary General of PAIGH shall be Chairmen, Vice Chairmen, and Secretary, respectively, of the General Assembly and the Directing Council. The officers of PAIGH shall be ex officio members of the Council thereof and shall have the right to voice, but not to vote. The President of the PAIGH has the responsibility to preside over the General Assembly and the Directing Council. The first Vice President of the PAIGH is responsible to replace the President of the PAIGH in the case of his absence. The second Vice President of the PAIGH is responsible to replace the President of the PAIGH in the case of the absence of the President and the first Vice President of the PAIGH.

The funding for the PAIGH Officers comes out of the PAIGH Program-Budget, 1 Direction and Administration, 1.1 Directive. This includes Officers’ attendance at one Meeting of the Directing Council, one Meeting of Officers, and representation expenses of the President and two Vice Presidents. Due to the financial situation of the PAIGH and the directive of the XXXVII Directing Council (Guatemala, 2003) to the Secretary General to develop and implement a restructuring and modernization plan of the General Secretariat, with emphasis on the reduction of administrative costs (Resolution XXI – Program Budget Project for 2004), the USNS proposes the elimination of the position of second Vice President.

Resolves:

1. Modify Article 15 (Chapter VI PAIGH Officers) of the Organic Statues to read:

“Article 15. The Meeting of Officers is the principal organ and coordinator of the activities of the Institute between the Meetings of the Directing Council. The officers of PAIGH shall be the President, the Vice ~~Presidents~~ **President**, the Chairmen of the Commissions, and the Secretary General. These officers shall hold their posts until the next regular meeting of the General Assembly. *Additionally, the President and the Secretary General, may not hold any new post of authority within PAIGH until having passed four years after they have terminated their functions.*”

2. Modify Article 17 (Chapter VII The Directing Council) of the Organic Statues to read:

“Article 17. The Directing Council shall be composed of the representatives of the Governments of the Member States of PAIGH, who shall have voice and vote. Unless the Governments designate a different person, the chairmen of their respective National Sections or official alternates shall be the representatives.

The President, ~~Vice Presidents~~, **Vice President**, and Secretary General of PAIGH shall be ~~Chairmen~~, **Chairman**, ~~Vice Chairmen~~, **Vice Chairman**, and Secretary, respectively, of the Directing Council. The officers of PAIGH shall be ex officio members of the Council thereof and shall have the right to voice, but not to vote.”

3. Modify the Rules of Procedure of the General Assembly of the PAIGH, Article 5 (Chapter II Participants) to read:

“Article 5. The officers of the General Assembly shall be:

1. The President of the General Assembly.
2. The Vice President of the General Assembly
3. The Secretary of the General Assembly.

Ex officio member of the General Assembly shall be:

1. The President of the Institute.
2. The Vice President of the Institute.
- ~~3. Second Vice President of the Institute.~~ **3. The Secretary General of the Institute.**
- ~~4. The Secretary General of the Institute.”~~

5. Modify the Rules of Procedure of the Directing Council of the PAIGH Article 5 (Chapter III Chairman and Vice Chairman) to read:

“Article 5. In case of the temporary or permanent absence of the Chairman of the Council, he shall be replaced by the Vice Chairman. ~~and in the absence of the latter, the Second Vice Chairman.~~ ~~In the absence of both Vice Chairmen~~ **In the Vice Chairman’s absence**, the Council shall elect a Chairman for the respective session only. In case of the temporary or permanent absence of the Chairman of one of the Commissions of the Institute, he shall be replaced by the Vice Chairman of the Commission, and in the absence of the latter, the Secretary.

PAIGH Publications

To adequately evaluate the PAIGH Publication Program and its individual publications one must consider not only the academic quality of the publication and its articles, and the cost effectiveness of it publishing and distribution process as directed by Resolution VII as modified at the XXXVII Directing Council Meeting, in November 2002, but most important each Commission must identify in writing the objectives of each publication and determine the degree to which they are achieving these objectives.

The USNS proposes that the Authorities of the PAIGH modify Resolution VII, as modified at the XXXVII Directing Council Meeting in November 2002, to require each Commission to evaluate and report the following items for each publication they are supporting. It is also proposed that this be evaluated on an annual basis and included in the Commission’s Annual Report to the PAIGH.

- The purpose of the publication.
- Is the publication achieving its stated purpose?
- The target audience of the publication.
- Is the publication reaching its intended audience?
- Evaluation of the academic quality of the publication’s articles based on academic standards used by journals with comparable purpose, quality and audience.
- Description of the publication’s review process.
- Evaluation of the publication’s review process based on the professional standards of review used by journals with comparable purpose, quality and audience.

- Cost effectiveness of present and/or proposed printing methods.

USNS Support to the General Secretariat

M.Sc. Santiago Borrero requested that Jacqueline Klaver, as Executive Secretary of the USNS of PAIGH, accompany him on his introductory meeting with the OAS and various international funding organizations in Washington, D.C. The purpose of these meetings were two-fold, 1) to introduce Dr. Borrero to key players in these organizations and 2) to initiate discussion on future funding opportunities for PAIGH/USGS supported projects. Mrs. Klaver also participated in a meeting with Dr. Borrero, Daniel Cento and Dr. John Kelmelis to provide the U.S. input into the PAIGH Strategic Plan for 2005-2009. Following is Secretary General Borrero's report to Dr. Minkel, President of the USNS:

Dr. C. W. Minkel
President, PAIGH US National Section

Dear Bud,

The purpose of this message is to update you with recent PAIGH developments happening during my recent visit to Washington, on the occasion of PAIGH's Annual Report to OAS, 5-7 April 2004.

First, I like to express my appreciation to PAIGH US National Section for all the support provided to make this mission successful. In particular, I am grateful to Jacie, her commitment and dedication was very important in Washington and will be even more during the implementation of actions relevant to the future of the Institute.

1. Organization of American States (OAS)

A relevant set of planned activities at OAS headquarters were executed with specific results. In summary, it is convenient for the future of PAIGH to have the organization working closer with OAS than in the recent past. This will have an impact on the way PAIGH is perceived there and on the relevance of having PAIGH's mandate updated and better understood by OAS Member States.

Meeting with Mr. Luigi Einaudi, OAS Under Secretary General: Mr. Einaudi highlighted PAIGH's contribution to solve international boundary disputes. PAIGH SG presented the aims and objectives of current re-engineering efforts. Outcomes:

- (i) Dr. Einaudi designated Alice Abreu, OAS Director, Office of Science and Technology, as the contact person for PAIGH scientific activities;
- (ii) Dr. Einaudi offered to help PAIGH regarding new Member States from English-speaking nations, including Canada and the Caribbean.
- (iii) Dr. Einaudi agreed on the convenience of having an OAS resolution passed in support of PAIGH.

Annual report to OAS: On April 07, the SG addressed the OAS Permanent Council and the PAIGH annual report was distributed, in accordance with OAS regulations.

An OAS Resolution on PAIGH: A resolution will be drafted and submitted for consideration during the next period of OAS sessions (2004, second semester) in support of:

- (i) PAIGH modernization efforts;
- (ii) In the context of the Interamerican Agenda, bettering the linkage between OAS and PAIGH, and
- (iii) Recommending funding, within available resources, to support specific projects of interest to OAS.

Invitation to all English-speaking nations to join PAIGH: As part of the words expressed at the Permanent Council, the Secretary General invited every English-speaking nation in the Americas to become a member of the Institute and to contribute with their skills and expertise to PAIGH efforts. In particular the Ambassadors from Grenada and St Kitts and Nevis expressed their interest in joining the Institute.

Special invitation to Canada to rejoin PAIGH: PAIGH SG personally presented to the Ambassador of Canada to OAS an invitation in written format, for his Government to consider resuming its membership in the Institute.

IACD OAS Agency for Cooperation and Development: On April 07 a meeting with specialists from the Program Development and the Municipal Development Program from IACD was advanced. Their interest was noted, yet resources are limited and a project proposal has to be submitted through and with support from a multiple number of OAS Member States.

OAS-ESRI Alliance, Annex on PAIGH: ESRI as a relevant industry player signed an alliance with OAS, which is yet to be implemented throughout specific annexes, the first one could be one regarding PAIGH activities connected to OAS agenda, with this purpose in mind a meeting took place with ESRI delegates. The following are, in principle, the areas in which there will be a joint ESRI-PAIGH effort:

- (i) Collaboration to maximize the effectiveness of the Global Map initiative in the Latin America and Caribbean region;
- (ii) Support for the development of a PAIGH's Geospatial Portal of the Americas;
- (iii) Participation by ESRI in the PAIGH-ISO-INEGI Standards workshop in October 2004 UN-FIG-PAIGH in Aguascalientes, Mexico
- (iv) Support for the PAIGH Strategic Planning Exercise to take place in 2005, if needed.

OAS Office of Science and Technology: On April 07 a meeting took place with Alice Abreu, OAS Director, Office of Science and Technology; further contact is required. In the short run, Dr. Abreu invited PAIGH to contribute to OAS project on Hemispheric Cooperation in the Development of Science and Technology Policy, in particular, in the areas of S&T Development in the Americas and the Popularization of Science.

2. The 2005 PAIGH Strategic Planning Exercise

On 06 April, we visited John Kelmelis at the State Department. We agreed on the convenience of having a new road built for PAIGH to advance into the XXI Century. Innovation and institutional relevance should be the key parameters to advance a Strategic Planning Exercise. The meeting would take place in February 2005, venue and funding pending. The outcome and recommendations will be carried by the Secretary General to the 2005 Meeting of Authorities (Caracas- Venezuela, June 2005) and from there, converted into draft resolutions, to the Meetings of Consultation and the

2005-2009 PAIGH Assembly (Caracas - Venezuela, November, 2005). Attendants will be by invitation only; a pre-selected group of experts will work for over a week following a pre-established format, including plenary and working group oriented sessions.

3. Exploring and identifying projects to be supported and administered by PAIGH General Secretariat

The General Secretariat likes to identify a small number of development projects to foster and coordinate. Such initiatives must relate directly to the promotion of PAIGH core mandate. The following is a short presentation of current projects of interest as pre appraised during the SG visit to Washington:

a. The Mesoamerican and Caribbean Geospatial Alliance (MACGA)

The Mesoamerican and Caribbean Geospatial Alliance (MACGA), a project designed and advanced by the Eros Data Center, promotes the establishment of Geographic Information infrastructure for decision-making in areas such as land management, municipal government and natural disasters prevention and management.

USAID is interested in supporting MACGA, yet is aware about the need to have an institution in capacity to coordinate the project at a regional scale. PAIGH should be such an organization. Besides the relevance of MACGA expected outcomes, this initiative will allow PAIGH to establish direct contact with the English-speaking nations in the Caribbean.

With this purpose in mind, we had meetings with Dennis Foote, Director dot-ORG Project, Academy for Educational Development (AED); Sergio Ramirez, Global Education Group (AED) and Jeffrey Cochrane, Noreene Janus and Kevin Hayes, all from USAID. In summary, there is a good opportunity for the Mesoamerican region and PAIGH in MACGA, yet further effort should be devoted to settle the project. At this time, some of the objectives are somewhat disperse and additional strategy must be developed.

Recommended actions:

To establish a task force in charge of project preparation where EDC/USGS, AED/GEG and PAIGH have a seat and specific responsibilities concerning:

- (i) Reviewing the current concept paper and setting the final version;
- (ii) Preparing a grant proposal for a pilot project and/or full implementation phase to be submitted jointly to USAID and/or the expected Global Development Alliance for Latin America Grant; and
- (iii) defining the role of each organization during the implementation phase, including opportunities for public private participation.

Regardless of the participation of Larry Tieszen, Jacqueline Klaver (EDC), Santiago Borrero (PAIGH) and Dennis Foote (AED), the above-mentioned actions could be executed by Eric Van Praag (EDC), Sergio Ramirez (AED) and Carolina Vasi (PAIGH).

b. The PAIGH Latin American Metadata Profile / Portal (LAMP) Project

Latin America is a region of significant disparities with regard to the on-line availability, access, application and use of geographic information and services. Toward resolving such inequalities, the LAMP Project aims to facilitate the concurrent achievement of requirements for establishing and developing spatial data infrastructures through the definition of a Latin American Profile and its

implementation on a Latin American Geo-Portal in Spanish and alternately in English for non Spanish speaking users seeking regional geographic information and services

The LAMP Project is a PAIGH initiative that includes the International Organization for Standardization (ISO) and potentially vendors from the GIS industry; other governmental organizations may join. PAIGH needs to take the leadership role in organizing and managing the LAMP Project, and to administer / host the Latin American Geo-Portal.

c. OAS/PAIGH International Seamless Geospatial Data Base

PAIGH should be recognized, among other key components, as the Geospatial factor for OAS. The relationship between both organizations must be based on an Action Plan rather than on the agenda for OAS meetings. In this context, the SG raise to OAS the idea of developing a geospatial data base to support OAS decision making, pointing out the difficulties regarding availability of seamless data beyond national border in most parts of Latin America. The project was analyzed with Christopher Hernández-Roy, OAS Political Affairs Officer, and the terms for a pilot project will now be prepared focusing on the development of such database in a Boundary Region.

I will appreciate to receive any comments you may have on these developments, as well I will be pleased to provide any additional information you may require regarding PAIGH's current modernization efforts. In any case, we may analyze this information at the forthcoming USNS for PAIGH at Sioux Falls, this 17-18 May.

All the best,

Santiago Borrero
Secretary General
Pan American Institute for Geography and History (PAIGH)

Activity of Members of the USNS

US Representative of each Commission must actively involve their Committee and Working Group Members with PAIGH. Presently the majority of activity of the USNS is from the Commission Representatives and their Alternates. Committee Members must understand their responsibilities and actively participate in the USNS and with their Committee Members of the Member States. The US Representatives of each Commission need to dispel the idea that PAIGH involvement consists solely of meetings at the top level of the Authorities and Commissions. It is essential that a positive attitude by the US Commission Representatives be conveyed to their US Commission Members. US Members must realize that the primary purpose of our involvement in PAIGH is for the benefit of the Americas as a whole, not for our individual achievement. They must know from the start that the majority of time they spend on PAIGH activities is most likely voluntary. They must understand the 4 year minimum commitment they make when they and their organization agrees to support them as a nomination to represent the US within the PAIGH. Their membership is not passive “In Name Only”. In order for the USNS of the PAIGH to successfully function their Commission, Committee, and Working Group members must be actively involved in PAIGH meetings, reports and projects, and understand and be committed to the goals of PAIGH and the OAS. USNS members who are not willing to give this commitment need to be replaced.

IV - Technical Exchange Between the PAIGH and the USGS/EROS Data Center

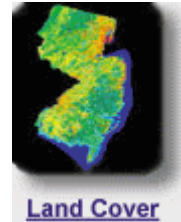
PAIGH Seminar for the USGS/EROS Data Center

Dr. Minkel, President of the U.S. National Section of the Pan American Institute of Geography and History spoke to the USGS/EROS Data Center on the purpose, functions and values of the PAIGH to its Member States and its contributing organizations. He sited the time when the PAIGH was asked to map the official border between Equador and Peru in an area where it was in dispute. Dr. Minkel was the primary arbitrator for the determination of the border. He stated the PAIGH has often been asked to fill the role of primary arbitrator over border disputes due to its neutral position and the high regard in which it has been held by the member nations of the Organization of the American States (OAS).

Santiago Borrero Mutis, Secretary General spoke on the current situation of the PAIGH and his vision of 21st Century America.

Tour of EROS Data Center

A leading source of land information for exploring our changing planet.



EDC Science Meetings/Potential PAIGH-EDC Collaboration



- USGS National Map.
- EROS Data Center Geospatial Map and Data Services Web Sites.
- UNEP-GRID donation of Landsat 5 and 7 ETM+ digital imagery covering Central and South America, and the Caribbean to the PAIGH.
- USGS – Computer Hardware donation to the General Secretariat of the PAIGH.

Prepared by:

Jacqueline M. Klaver
Executive Secretary
U.S. National Section
Pan American Institute of
Geography and History

3) U.S. National Section Authorities Activities

- April 6-7, 2004 Washington, D.C.

Jacqueline Klaver, Executive Secretary of the USNS was asked by the Secretary General of the PAIGH, Santiago Borrero Mutis to accompany him on his introductory meeting with the OAS to present the Annual Report of the activities of the PAIGH and various international funding organizations in Washington D.C. The purpose of these meeting we two-fold, 1) to introduce Mr. Borrero to key players in these organizations, and 2) to initiate discussion on future funding opportunities for PAIGH/USGS supported projects.

- September 10, 2004 Mexico City, Mexico

Doug Nebert, US Principal Member of the Committee on Standards, and Jacqueline Klaver, U.S. Principal Member, Thematic Applications Committee and USNS Executive Secretary represented the U.S. National Section of the PAIGH at a planning meeting that was held at the PAIGH Headquarters in Mexico City September 10, 2004 to prepare a PAIGH initiative titled “Hemispheric Cooperation: Geographic Information Initiative for Integral Development in the Americas” for the Organization of American States (OAS) meeting of ministers and high authorities in science and technology within the framework of the Inter-American Council for Integral Development (CIDI). This meeting of high-level diplomats will take place in November in Lima, Peru to recognize and initiate cooperation along the lines of science and technology in support of development. One of the specific proposals under “hemispheric initiatives” is an initiative by PAIGH (a body of the OAS) to promote standardization and implementation of SDI concepts in the Americas. Such an initiative would seek to:

- Stimulate formulation of national digital geospatial policies,
- Improve technical competency in development, maintenance, and use of digital geospatial data,
- Improve access to geospatial information through maintained catalogues of metadata,
- Encourage production of compatible national digital map databases (and services) based on common agreements on requirements, data content, and structures available for common access, and
- Operate a resource portal at PAIGH to help users find and apply distributed geospatial data, maps, documents, and related resources for the Americas.

- October 19, 2004 Washington D.C.

Dr. Minkel and Jacqueline Klaver (President and Executive Secretary, USNS respectively) met with State Department personnel. This meeting was originally intended to be with Ambassador John F. Maisto, but was held with staff members in the State Department, to be certain of U.S. positions concerning PAIGH-related budgetary and personnel matters. It was reconfirmed that the U.S. will not endorse either an increase in quota payments or an increase in its percentage at the present time. Mr. Dan Martinez, Economic Advisor, was indicated as the State Department liaison for PAIGH matters until further notice.

COMMISSION REPORT OF THE U.S. NATIONAL SECTION

Report of the Commission on Cartography

Prepared by Dr. Scott Loomer, U.S. Alternate Representative Commission of Cartography and Ms. Jacqueline Klaver, U.S. Principal Member, Thematic Applications Committee and USNS Executive Secretary

Established in April 1941, currently based in Colombia.

PAIGH Commission on Cartography Objectives

Via its Cartography Commission, PAIGH develops important projects in the areas of topographic maps, geodesic networks, hydrography, remote sensing and teledetection, aeronautical charts, geographic names, large-scale maps, and automated cartography. The President of the Cartography Commission is Lieutenant Colonel Rodrigo Barriga Vargas of the Instituto Geográfico Militar, Santiago, Chile who was appointed to fill the remainder of the term vacated by MSc. Santiago Borrero Mutis upon his appointment as PAIGH Secretary General.

Strategy to meet the USNS Objectives and Goals

Under the leadership of MSc. Borrero, the Cartography Commission embarked on changes to its structure to facilitate advancing the modernization of cartography throughout the Americas. The process, begun in 1999, resulted in a change to the committee structure in 2001. The committees previously were focused on the fundamental cartographic data needed. In a more modern approach, with advanced digital cartography techniques available at much lower costs than in the past and with telecommunications capabilities becoming ubiquitous, a spatial data infrastructure is in the long run more cost effective and simplifies the application of cartographic information to solve societal problems. Thus, the information becomes democratized.

This approach helps foster United States goals by:

- Making the scientific (cartographic) information available to everyone (democracy)
- Stimulating the spatial data infrastructure in the Americas (modernization)
- Increasing information availability to stimulate economic growth (sustainable development)
- In addition, projects are designed to encourage technology transfer.

Technical Assistance Projects:

The Cartography Commission encourages projects that are multi national and are designed to meet the goals of more than one committee. The Cartography Commission is also considering developing projects that will meet the goals of more than one PAIGH commission and can be supported by those commissions.

Technical Assistance Projects executed in 2004:

1) Report of the Sixteenth Geographic Names Course, José Joaquín Hungría Morell

Committee of Fundamental Data, Geographic Names Working Group

Santo Domingo, Dominican Republic

August 23 – September 1, 2004

The José Joaquín Hungría Morell Geographic Names Course, offered under the auspices of the Pan American Institute of Geography and History (PAIGH), was held in Santo Domingo, Dominican Republic. The Universidad O & M served as host and provided excellent training facilities and administrative support. The importance of applied toponymy is evident worldwide, and has been noted to be essential in local, regional, and national planning as well as emergency response and preparedness, national security, environmental analysis, and a variety of similar applications. In short, standardization of geographic names is a major factor in support of a nation's spatial data infrastructure. The two-week course is designed to provide an introduction and basis for national standardization of geographic names and a program of applied toponymy. The first week is predominately lecture and addresses various aspects of applied toponymy, and concentrating heavily upon all requirements involved in establishing a program of national standardization, while exploring conventional and alternate methods of achieving this goal. A comprehensive field exercise offers students the opportunity of actual data gathering, processing, and analyzing in accordance with established toponymic field procedures. The second week of the course is devoted to a workshop in automated data processing where the student designs databases and files, as well as acquires the ability to retrieve and analyze toponymic data in a microprocessing environment. Finally, there is an exercise where a names staff interacts with a national names authority in applying principles and policies of standardization.

The sixteenth course was comprised of 18 students from Dominican Republic and 1 from Venezuela. Instituto Geográfico Militar, Instituto Geográfico Universitario, Universidad Autónoma de Santo Domingo, Instituto de Estadística, Secretaría de Medio Ambiente y Recursos and Instituto Geográfico Simón Bolívar (Venezuela) were all represented. It was a good mix of professionals and all contributed their own different experiences in working with geographic names. At the opening ceremony homage was paid to the memory of Mr. Robert H. Randall, highlighting his lifework and contributions to PAIGH, and Mr. José Joaquín Hungría Morell after whom the Geographic Names Course is named.

While the course has evolved into a well-structured set of six inter-related modules, it has also become an excellent forum for sharing common problems and defining solutions. The team of three instructors (only two instructors were present at this course as Mr. Roger Payne, the principal instructor was not able to attend at the last minute) from the USA-Mexico and Honduras are well versed in team teaching, and the course is recognized by the United Nations Geographic Names Training Committee. The primary topic of evaluation emphasizes the need for more time specifically in one or more particular modules, but it is apparent from this and previous courses that positive results are accomplished by documented establishment of principles and policies as well as by an even more prevalent implementation of procedures and variations of procedures examined by the course. In numerous countries, programs and procedures have been established and existing programs have been modified and enhanced. The participation of a student from Venezuela offered

the group the opportunity of exchanging views and sharing experiences, particularly important since Venezuela has implemented a National Authority for Geographic Names. On the final exercise the student group as a whole seemed to agree that a national committee for standardization of geographic names, with the participation and consensus of all government and private entities, is a workable approach in the Dominican Republic.

The automation module was presented in a somewhat abbreviated version due to the required absence of Mr. Roger Payne; however, all the main concepts of the module were covered. As this is meant to be an introductory course, students are encouraged to stay in contact with each other and the instructors as they increase their knowledge and understanding of this aspect of the geographic names work. In keeping with recent course developments, instruction in use and data mining on the Internet was included as was mention of the PC-IDEA project, which aims among other things to build a digital gazetteer of geographic names for Latin America. This gazetteer should ultimately lead to an integrated database of standardized geographic names to support national and global spatial data infrastructures as well as individual national map programs.

As usual, conclusions indicate that there is a high level of interest in this course and it is well received. While there are variable levels of expertise among the students, each demonstrates a high degree of enthusiasm. Repeatedly, we suggest that based upon the course's success and composition, PAIGH should explore the possibility of offering some level of official credit for participants. Certainly, it is apparent that the course achieves its stated goals and should be continued.

Technical Assistance Projects proposed for 2005:

- **José Joaquín Hungría Morell Geographical Names Course**
 - Trains geographers and cartographers from throughout the Americas in modern approaches to gathering and verifying geographic names, meeting international Board on Geographic Names standards, building names databases, and using the names as feature identifiers for search in digital geographic databases.
 - Has been in operation for many years and has strong support throughout the Americas.
 - Is run on an annual basis in a different country each year.
 - Uses USGS, NGA, and local instructors and provides scholarships for students from outside the host country. The current proposal is for Honduras.
 - Current request is for \$2,800.

Publications General: Revista Cartográfica

- The Revista Cartográfica is being published electronically starting with issue 76-77, January - December 2003.
- Only a single issue was published last year due to workload.

Status of Organizational Structure:

The Commission on Cartography organization has been restructured and most positions have been filled in the United States (organizational roster attached). We do not have a centralized list of members from other countries which makes communications difficult.

2004 Technical and Committee Meetings:

Fundamental Data Committee, Hydrography Working Group

Paul Cooper, US Principal Member

Multibeam Workshop

Naval Construction Battalion Center

Gulfport, Mississippi

July, 2004

The Naval Oceanographic Office (NAVOCEANO), located at Stennis Space Center in south Mississippi, hosted a multibeam workshop in July at the Naval Construction Battalion Center in Gulfport, Miss. Conference sponsors included the Chief of Naval Operations, Commander, U.S. Fleet Forces Command, Office of Naval Research and the Naval Oceanographic Office, with support from the Commander, Naval Meteorology and Oceanography Command, the PAIGH and the University of Southern Mississippi.

Fifteen Latin American nations participated in the workshop titled “Beyond Safety of Navigation,” which focused on multibeam equipment and visualization techniques used in hydrographic surveying. At the workshop, industry representatives addressed the development and advancements of modern multibeam sonar and supporting technologies.

Multibeam sonar systems aid in the study of hydrography and hydrographic surveying, the charting or bottom mapping of water bodies. The sonar system uses sound waves to provide hydrographers with an image of the seafloor. Multibeam sonar systems are usually attached to sea vessels and can transmit and receive soundings at both horizontal and vertical angles.

“The goal of the NAVOCEANO workshop is to provide multibeam situational awareness,” said Capt. Jeffrey Best, NAVOCEANO’s commanding officer. “By this, we mean providing information and knowledge on hydrographic survey operations, employing multibeam sonar systems, visualization tools for data analysis and data display.”

The data collected from surveys using the multibeam sonar are used to generate marine geospatial products such as nautical charts. These products aid in safety of navigation for commercial vessels and the rapid, safe maneuverability of military vessels during combat operations and exercises. The information is also used in the protection of the marine environment, the development of databases and models for coastal zone management and for studying the effects that hazardous spills have on ocean behavior.

“These countries will take the knowledge gained from this workshop back to their oceanographic and hydrographic offices to ensure their current and future surveys meet the International Hydrographic Organization’s standards,” said Stanley Harvey, NAVOCEANO’s U.S. Southern Command regional coordinator. “It will also stress the value of hydrography and what multibeam sonar systems can do—beyond safety.”

According to Paul Cooper of NAVOCEANO’s Hydrography Department, NAVOCEANO’s efforts lead to the efficient use of national resources, development of standardized products, and international cooperation, for military and civilians.

NAVOCEANO is a leader in operational multibeam technology, hydrography and high volume data processing. Currently, NAVOCEANO has seven ships utilizing multibeam technology. NAVOCEANO has international partnerships with 15 countries in the Latin American and Caribbean regions to conduct hydrographic surveys for the production of navigational aids



The Naval Oceanographic Office, located at John C. Stennis Space Center in south Miss., hosted a workshop this week at the Naval Construction Battalion Center in Gulfport Miss. Fifteen Latin American nations participated in the event that focused on multibeam equipment and visualization techniques used in hydrographic surveying.

Pictured (left to right) are Capt. W. McKerall, Naval Construction Battalion Center commanding officer; Capt. Jeffrey Best, NAVOCEANO commanding officer; Vice Adm. Miguel A. Gonzalez Ramirez, Dominican Republic; Capt. Roberto Garnham, Chilean Navy Hydrographic and Oceanographic Service director and Pan American Institute of Geography and History chair and Capt. (Ret) H. Gorziglia, International Hydrographic Bureau director.

PAIGH Related Activities by US Members of the Commission on Cartography

Jean Parcher, Principal Member Fundamental Data Committee

- June 23-25th, 2004

Toluca, Mexico

Mexico's National Geography Meeting (Reunion Nacional de Geografia) and Agency meetings with Secretaria de Medio Ambiente y Recursos Naturales (SEMARNAT), Commission Nacional de Agua (CAN) and Centro Geo

The main purpose of the meeting was to share information on digital data development, discuss standards, develop new partnerships, and plan joint collaborative activities for the future. Invited attendees included Federal, State, and local government agencies working in mapping and GIS, some private sector companies, the Instituto Cartografic de Catalunya, Spain, and the USGS. I was invited to participate on panels for the New Bearings for Topographic Mapping and LIDAR Applications.

- October 27-28th, 2004
Aguascalientes, Mexico.
El Desarrollo de la Información Sobre Políticas de los Suelos en Las Americas (The Development of Land Information Policies in the Americas)
Sponsored by United Nations, FIG, and PC IDEA.

Douglas Nebert

U.S. Principal Member Standards Committee

- May 24-28, 2004
Kuala Lumpur, Malaysia
ISO Technical Committee 211 Plenary and editing sessions
- Sept 14-15, 2004
Chicago, IL
Open Geospatial Consortium Technical Committee Meeting on geospatial specifications
- Sept 27, 2004
Reston, VA
Coordination between FGDC/GSDI and the Global Map Secretariat; visit by Dr. Hiromichi Maruyama
- November 4, 2004
Washington DC
Technical Meeting: Hemispheric Cooperation Initiative for Digital Government in the Americas, OAS Headquarters and US National Science Foundation

Roger L. Payne

Member of the Geographic Names Working Group, Fundamental Data Committee

- September 30 – October 4, 2003
Pacific Grove (Monterey Peninsula), California
Council of Geographic Names Authorities (COGNA) Annual Conference (2003 – 27th conference)
Attended and participated in the annual conference of the Council of Geographic Names Authorities (COGNA) 2003 in Pacific Grove, California. Gave a presentation on the role of the geographic names layer (one of the eight such layers) in *The National Map*. Also, was responsible for developing the agenda of the State/Federal Roundtable session, and the workshop presented regarding public comments on proposed policy changes for processing domestic geographic names in the United States.

- February 18, 2004
Shepherdstown, West Virginia
U.S. Fish & Wildlife Service Annual GIS Symposium
Presented a paper and discussion session regarding the Maintenance Program for the Geographic Names Information System (GNIS), the official database for domestic geographic names in the United States.

- March, 21-22, 2004

Woods Hole, Massachusetts

Symposium on Processing Marine Feature Names and Associated Database Design

Represented the U.S. Board on Geographic Names, and made a presentation regarding the U.S. program. Also, participated in panel discussions on the various topics.

- April 19-29, 2004

New York, United Nations Headquarters

Biennial Meeting of the United Nations Working Group on Geographical Names (UNGEGN)

Head of the United States Delegation of five. Presented several information papers along with the country report for the United States. Also was the official representative of the Pan American Institute of Geography & History (PAIGH). Additionally, was the official representative of the U.S. Council of Geographic Names Authorities (COGNA). Was active in four working groups: Training, Pronunciation, Terminology, and Gazetteers and Data representation. There was also a meeting of the Latin American Division held.

- August 23 – September 3, 2004

Santo Domingo, Dominican Republic

José Joaquín Hungría Morell Course in Applied Toponymy (Geographic Names)

Served as Chairman and Principal member of the PAIGH Working Group on Geographical Names. Also, as principal instructor of a team of three was responsible for material development and implementation along with course coordination. There were 19 students, and thus far, more than 350 students have participated in the courses where they receive lectures in various methods and procedures for standardizing geographic names as well as participating in a field exercise for collecting data, and an automation workshop. (At the last moment was unable to attend this year's course because of an unforeseen commitment.)

- October 19 – 23, 2004

Jacksonville, Florida

Council of Geographic Names Authorities (COGNA) Annual Conference (2003 – 28th conference)

Attended and participated in the annual conference of the Council of Geographic Names Authorities (COGNA) 2004 in Jacksonville, Florida. Gave an updated presentation on the role of the geographic names layer (one of the eight such layers) in *The National Map*, as well as the procedures of data synchronization and partner participation. Also, was responsible for developing the agenda of the State/Federal Roundtable session, and assisted in developing the workshop for State representatives regarding processing domestic geographic names in the United States. Also, participated as a principal in the workshop for participants in the Maintenance Program of the Geographic Names Information System (GNIS), the nation's official geographic names database for domestic names.

George Troop, Member of the Geographic Names Working Group of the Fundamental Data Committee

- July 2004

Washington D.C.

Briefed a Colombian government delegation visiting NGA on the PAIGH and the Geographical Names Course.

Michelle Anthony, Member of the Geospatial Data Infrastructure Working Group, Institutional Enhancement and Technical Cooperation Committee

- November 2003

Panama City, Panama

Meso-American and Caribbean Geospatial Alliance Workshop

- Teaching ARCIMS, Internet Map Servers and OpenGIS.

- May 2004

Trinidad

Meso-American and Caribbean Geospatial Alliance Workshop

- Teaching ARCIMS, Internet Map Servers and OpenGIS.

- November 2004

Costa Rica

Geo-Café

- Teaching ARCIMS, Internet Map Servers and OpenGIS.

Report of the Commission on Geography

Dr C. W. Minkel, President U.S. National Section, Commission on Geography and Principal U.S. Member of the Committee on Regional Studies reported
Established in August 1946, currently based in Peru.

There have been three meetings of particular interest to the U.S. National Section, PAIGH, relative to the Geography Commission, since its report to the XXXIV Directing Council Meeting in Guatemala City, Guatemala in November 2003:

1. Technical Meeting of the Geography Commission, Lima, Peru, 3-6 August 2003.

Due to the severe budgetary crisis faced by the PAIGH in 2003, approved funds for this meeting of the Geography Commission were drastically reduced. Therefore, it was impossible to cover costs of participation by international members of the various committees within the Commission. Consequently, the meetings were largely national in terms of participation, yet were well attended and appeared to be highly productive in stimulating interest in Geography in Peru. Dr. David Robinson, U.S. Representative to the Commission of Geography and Chairman of the Committee on Geographic Theory and Methods, spoke on the status and problems confronting Geography in Latin America. He has initiated, and is coordinating, an inventory and assessment of university geography departments and programs, where such exist, so as to evaluate the status of geography as a discipline within the region.

Dr. C. W. Minkel, President of the U.S. National Section and member of the Regional Studies Committee, and Ms. Vanessa Gil, graduate student in Urban and Regional Planning at the University of Tennessee, gave a power-point presentation on “Estudios en la Zona Fronteriza del Perú con Ecuador,” at the technical meeting.

2. Meeting, U.S. National Section at U.S. Geological Survey/EROS Data Center, Sioux Falls, South Dakota, 17-18 May 2004.

Each U.S. National Section representative to a PAIGH Commission presented a report on achievements and constraints experienced within the past year. Also, the attention of all representatives was focused on proposed recommendations to reduce costs and increase efficiency of the General Secretariat, PAIGH, and formal recommendations were proposed for action at the Directing Council Meeting in San José, Costa Rica.

The new Secretary General, PAIGH, was invited and participated in the USNS meeting to the mutual benefit of all concerned. Both he and Dr. Minkel gave presentation to the EROS Data Center staff on the PAIGH, its objectives, achievements and potential benefit to the member nations and organizations.

Dr. Minkel continued to serve on the Consejo Académico of CEPEIGE, attending its meeting of 3 August 2003 in Lima, Peru. He also participated in a meeting of the Consejo Superior on 9 January 2004 in Quito, Ecuador, and helped to secure support for implementation of the 32nd International Course of CEPEIGE (“Geography and Tourism”) during the PAIGH budgetary crisis of 2004. He continued research on the Perú/Ecuador boundary region as reflected by the following publications and presentation:

“Características de la Migración en la Provincia de Loja – Ecuador,” with Francisca Ramalhosa, GeoLecutras, Bogotá, Colombia, April 2003, 25 pp.
http://www.geolatinam.com/files/Loja_Migracion.pdf

“Características de la Migración en la Provincia de Loja – Ecuador,” with Francisca Ramalhosa, Revista Geográfica, Número Especial, Quito, Ecuador, April 2003, pp. 27-42.

“Migration in the Peru/Ecuador Boundary Region,” with Vanessa Gil and Huston Gibson, GeoTrópico, Vol. 1, Núm 2, Bogotá, May 2003, pp. 129-143, version pdf.
http://www.geotropico.org/1_2_Minkel_et_al.html

“Piura: Migration, Land Use and Industrial Development,” presentation on occasion of being awarded honorary doctoral degree during celebration of 43rd Anniversary of Universidad Nacional de Piura (Peru), September 2004.

In 2003, Dr. Robinson published the book, Lari Callaguas: Sociedad, población y economía, 1604-1605, Pontificia Universidad Católica del Perú, Lima; also an article (with César Caviedas and David Keeling): “Latin American Geography,” in Gary L. Gaile and Cort Willmott (eds.) Geography at the Dawn of the 21st Century, Oxford, 2003, 691-709. He serves as co-editor of the Journal of Latin American Geography and as president of the Latin American Specialty Group of the Association of American Geographers (AAG). He is in charge of the web page of the Conference of Latin Americanist Geographers (CLAG), see: http://sites_maxwell_syr.edu/clag/clag.html. His service to the PAIGH included providing English translation when required by the General Secretariat in Mexico City and by the US-PAIGH secretariat. He also maintains the English and Spanish versions of the U.S. web page, which are linked to the main page of the PAIGH site in Mexico; see <http://sites.maxwel.syr.edu/paigh>.

Report of the Commission on History

Dr. Georgette M. Dorn, Library of Congress
Representative U.S. History Commission
Established in August 1946, currently based in Costa Rica

Pan American Institute of Geography and History U.S. History Commission: Some Objectives

- Support projects dealing with the history of Latin America, with regional history, and U.S.-Latin American relations.
- Generate methodologies of historical analysis.
- To improve the teaching of history at all levels.
- Promote cooperation among institutions dedicated to historical studies in the continent and with related international organizations.

Strategy to meet the USNS Section Objectives and Goals

The Commission on History undertook the following projects during 2003-2004 dealing with the dissemination of information about the history of Latin America and U.S.-Latin American relations in the United States and throughout the world.

The projects listed below are intended to teach history at all levels. They also promote cooperation among institutions in the Hemisphere and in other parts of the world.

1) The first phase of a Web site entitled “United States and Brazil: Expanding Frontiers, Comparing Cultures,” was launched in March 2004. The site is a collaborative project with the National Library of Brazil. The site illustrates the histories of Brazil and the United States from the late 18th century to the late 19th century through selections of digitized maps, rare books, prints, and photographs. The site is located at <http://www.loc.gov/rr/hispanic>

2) The Commission supported the development of a Web site on “The United States, Spain and the American Frontier: Historias Paralelas,” covering the period from 1521 to 1821. The pilot site, mounted in 2001, features digitized rare books, engraving, and maps, as well as text illustrating the history of the Spanish-Anglo-American frontier. Three members of the History Commission work on this project.

3) Volume 59 of the Handbook of Latin American Studies was published in late 2003. Volume 60 is due out in December 2004. Books and articles on the history of Latin America can be found in the printed volumes, and also on the Handbook’s Web site: <http://www.loc.gov/rr/hispanic>

Many past and present members of the History Commission are represented in the Handbook and its database. The Handbook is prepared at the Library of Congress, Hispanic Division, and is published by the University of Texas Press.

4) The Commission supported the enhancement of the Library of Congress Web site: *The World of 1898: The Spanish-American War*. The site is a prime teaching tool as it features historical documentation about Cuba, Puerto Rico, Spain, the United States, and the Philippines ranging from 1870 to 1900. Two members of the Commission on History worked on this project.

5) The Commission supported a lecture series on Latin American history at the Library of Congress.

One of the lecturers was the former President of Brazil Fernando Henrique Cardoso who talked about *The Americas: A Common History* (January 22, 2004). Another lecture by Dr. Jo-Marie Burt, George Mason University, dealt with *Crisis and Conflict in the Andes* (October 18, 2004).

PAIGH History Commission: Projects Proposed for 2004-2005

The following teaching tools will continue with the participation of History Commission Members:

Completion of Phase II of the U.S.-Brazil digitization project mentioned above.

Completion of Phase I of the U.S.-Spain digitization project, mentioned above.

Continue digitizing maps and atlases and mounting them on the Internet.

Report of the Commission on Geophysics

Bruce Presgrave, U.S. Representative Commission on Geophysics reported
Established in June 1969, currently based in the USA.

The principal goals of the Geophysics Commission are education and hazards mitigation. The Commission supports projects in nine disciplines of earth science, and is organized into the following committees, based on groupings of the disciplines:

- Environmental Geophysics
- Geomagnetism and Aeronomy
- Gravimetry
- Meteorology and Atmospheric Physics
- Physical Oceanography
- Seismology and Volcanology

Because of the diversity of these disciplines, it is generally more important to obtain good international exchange among scientists within each discipline than it is to have exchange across the disciplines in any one national section. Of course, there are always opportunities for interdisciplinary projects, such as a tsunami project involving seismologists and oceanographers, or an “El Niño” study involving oceanographers, meteorologists and environmental geophysics.

The Commission has sent letters to the Presidents of the National Sections asking for a roster of participants in geophysics, but so far has received a reply only from the United States (currently the host country for the Commission), Chile and Venezuela. We intend to try again to obtain this information during the coming year.

Projects achieved in 2003

The sole project of the Geophysics Commission in 2003 was the First Congress of the Americas on Environmental Geophysics. This was mandated by a resolution in the Bogotá General Assembly in 2001. The congress was held in October 2003 in Mexico City and had good participation. This also served as the mid-term Technical Meeting of the Commission as prescribed by the PAIGH statutes. However, we do not consider a large meeting such as this to be a priority in the Commission for the future, because it consumes too much of the already-limited funding available for projects and scholarships.

US projects approved for 2004

Two scholarships in Earth Sciences will be granted to students in the Posgrado en Ciencias de la Tierra (Earth Sciences Graduate Program) at the Universidad Nacional Autónoma de México, beginning in January 2005, or if possible, September 2004. Any student who has been accepted by the UNAM Graduate Program and is from a PAIGH member country is eligible.

US projects proposed for 2005

A “renewal” proposal was submitted to continue the two scholarships for Earth Sciences at UNAM, continuing the program initiated in 2004. As with the 2004 project, this is submitted as a multinational project between the US (with Carlos Mendoza principal investigator, as President of the Commission) and Mexico (the Coordinator of the Graduate Program at UNAM) and the countries of origin of the recipients of the scholarships.

PAIGH-initiated projects involving US agencies

One project for 2004 that was approved without funding was a proposal by the Centro Regional de Sismología en America del Sur (CERESIS) to update the intensity database for South American earthquakes. This project did not receive funding primarily because it did not directly involve hazard reduction, but it was suggested that the USGS National Earthquake Information Center (World Data Center for Seismology, Denver) might be willing to participate in such a project, since it had been a co-sponsor with CERESIS in an earlier project which produced an earthquake catalogue for South America. Initial discussions have been held between Bruce Presgrave of USGS and Dr. Alberto Giesecke, Director of CERESIS, about this project. At this time, no formal project request has been received by USGS.

The V Latin American School on Geomagnetism will be held November 1 and 2, 2004 in Querétaro, Mexico, with international support from the PAIGH Commission on Geophysics and the USGS Geomagnetism Program. The USGS support was provided through the efforts of Lee Pankratz, Principal Member of the Geomagnetism and Aeronomy Committee for the US National Section of PAIGH. In addition, the USGS will be sending a participant to the School. The USGS has supported geomagnetism studies in Latin America for more than 40 years under the auspices of PAIGH and other international organizations.

Revista Geofísica

An organizational meeting of the Commission was held in conjunction with the Congress to discuss publications and other commission priorities for the next two years. The participants agreed that Revista Geofísica was an important publication for geophysics, especially for Spanish-language articles. It was also agreed that since the publication has formal peer review, it met the standards required of a quality geophysical journal. There was **no** interest in combining Revista Geofísica with other PAIGH journals as long as some of them were not refereed publications. One concern expressed was that the lack of wide distribution of the Revista made some authors unwilling to submit articles for it. We believe strongly that there must be wider distribution of this publication to make it a viable option for authors in the geosciences. On-line publication of some or all of the articles should be considered.

PAIGH representative to CERESIS

The Commission was told by Alberto Giesecke that there is an ex-officio position for PAIGH as an observer to CERESIS, but no one had participated in recent years. Alberto also was uncertain whether the PAIGH representative was the President of the Geophysics Commission or if it was

someone else in the organization. He was going to check the CERESIS by-laws, but to date we have heard nothing more about this.

Concerns of the GP Commission

1. Need contact information in the various disciplines from the all the member countries – if possible, including researchers who are not direct PAIGH participants as well as those that are.
2. Need ways to increase the distribution of Revista Geofísica.
3. Would like to require project reports to include timely distribution of the results to governments and people of the area studied. Since hazards mitigation is a priority for funding of GP projects, it seems that getting the results of these projects to the people of the area is very important.
4. In the summaries of projects approved by country, multinational projects should be listed under all the countries that participate, not just under the country of the principal investigator.
5. We believe there is a significant difference between “not approved” and “not funded” and we are concerned that these are sometimes treated as synonyms when discussing projects.
6. We believe there is also a very significant difference between “not approved” and “ineligible for funding.” The 2004 project for salinity studies in Paraguay **was** and deserved to be, approved on its technical merit and then deserved to be made ineligible for funding because of non-payment of dues. In our opinion these are two totally separate stages in the review process that should not be combined into a single rejection statement.
7. If possible, we would like more time to pass the project proposals to our committees for review. At the same time, it would be desirable to have more detailed descriptions of the technical details of the proposed projects.



DIRECTORY
NATIONAL SECTION
UNITED STATES of AMERICA

October 2005

Pan American Institute of Geography and History
(PAIGH)

UNITED STATES NATIONAL SECTION
PAN AMERICAN INSTITUTE OF GEOGRAPHY AND HISTORY

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NATIONAL SECTION
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BY-LAWS

Pan American Institute of Geography and History
(PAIGH)

BY-LAWS OF THE UNITED STATES NATIONAL SECTION

CHAPTER I MISSION AND STRUCTURE

Article 1. The mission of the United States National Section (USNS) is established by the Organic Statutes of the Pan American Institute of Geography and History (PAIGH), and is authorized by the U.S. Department of State (DOS) and its mission to the Organization of American States (OAS).

Article 2. The Principal role of the U.S. National Section is to support PAIGH objectives and inter-American cooperation by:

- a) Promoting the coordination and publication of Pan American studies in (shown in alphabetical order) cartography, geography, geophysics, history, and related sciences.
- b) Conducting joint research, development, and training in the above fields that benefit the Pan American community.
- c) Participating in the transfer of technology through the various PAIGH scientific and technical programs.
- d) Promote cooperation among national and international organizations interested in the aforementioned studies in the Americas.

Article 3. The officers of the U.S. National Section shall consist of a President, Vice-President, Executive Secretary, and the National Representatives of the Commission on Cartography, Geography, Geophysics, and History.

Article 4. The U.S. National Section shall embody the above authorities in Chapter 1, Art. 3 and, U.S. active and, alternate members of committees and, working groups of the Commissions, or of special committees of PAIGH.

Article 5. The U.S. Ambassador to the OAS shall appoint the President of the U.S. National Section. The U.S. National Section President shall appoint the U.S. National Section officers with pro forma approval by the U.S. Ambassador to the OAS. The U.S. National Section designates U.S. National Section active members and alternates of the committees of the Commissions, whereas the respective Commission President appoints members and alternates of working groups. U.S. National Section active members who chair a committee may name a committee secretary. Persons appointed to positions in the U.S. National Section shall be specialists in the respective discipline who have demonstrated an interest in the mission of PAIGH.

CHAPTER II FUNCTION OF THE U.S. NATIONAL SECTION

Article 6. The U.S. National Section shall have the following responsibilities:

- a) Recommend action by the U.S. Government to implement pertinent resolutions and endorsements of the PAIGH General Assembly, Directing Council, and Consultations or meetings of the Commissions and Committees.
- b) Advise the U.S. Government on PAIGH-related matters in the fields of cartography, geography, geophysics and history.
- c) Provide the Annual and Quadrennial Reports of the U.S. delegation on the activities of the National Section to the Directing Council or General Assembly of PAIGH. The reports shall include major activities and publications in support of PAIGH projects, the latest list of National Section members, PAIGH related meetings in which the National Section has participated, actions taken in compliance with PAIGH resolutions, and other information of interest.
- d) Maintain internal rules of procedure.
- e) Cooperate with government agencies, scientific organizations, and universities on matters related to the mission and interest of PAIGH.
- f) Submit to the U.S. Ambassador to the OAS, the names of the U.S. delegation to the Directing Council or General Assembly and Consultations, and solicit financial assistance in support of the delegation.
- g) Assist in the preparation of the program for the Directing Council or General Assembly and Consultations, as well as in the preparation of the budget of PAIGH.
- h) Review, approve, prioritize and support project requests by U.S. chairs of committees and working groups for endorsement by the Commission Presidents and inclusion in the PAIGH program budget.
- i) Maintain a historical record, or library, of documents related to the National Section's participation in PAIGH.
- j) Execute other responsibilities directed by the Organic Statutes and Rules of Procedure of PAIGH, and in the best interest of the United States.

CHAPTER III DUTIES OF U.S. NATIONAL SECTION AUTHORITIES

Article 7. The duties of the President of the National Section are:

- a) Serve as the principal liaison between PAIGH and the U.S. Government on matters of policy.
- b) Convoke and preside over meetings of the U.S. National Section.
- c) Represent the U.S. Government at Directing Council meetings and General Assemblies of PAIGH, and prepares reports of such meetings for the U.S. Ambassador to the OAS.
- d) Approve project requests and resolutions presented by the members of the U.S. National Section for presentation to the Commission Presidents, Directing Council or General Assembly.
- e) Execute the resolutions adopted by the U.S. National Section.
- f) Submit an annual budget request to the U.S. Ambassador to the OAS to cover expenses of the U.S. National Section.
- g) Encourage prompt payment by Department of State of the annual U.S. quota to PAIGH.
- h) Perform other duties designated by the PAIGH Organic Statutes and Rules of Procedure, or as requested by the U.S. Ambassador to the OAS.

Article 8. The duties of the Vice-President of the U.S. National Section are:

- a) Serve as the first alternate to the President in his/her absence.
- b) Review project requests and recommend to the President their order of U.S. National Section priority.
- c) Review proposed U.S. National Section resolutions and provides recommendations to the Chairman for their adoption.
- d) Perform other duties designated by the PAIGH Organic Statutes and Rules of Procedure, or as requested by the U.S. National Section President.

Article 9. The duties of the Executive Secretary of the U.S. National Section are:

- a) Serve as the second alternate to the President in his/her absence.
- b) Maintain an administrative office and headquarters for the U.S. National Section, including correspondence files, publications, and reports of the USNS and PAIGH.
- c) Sign correspondence in the name of the U.S. National Section as delegated by the President.

- d) Reply to correspondence related to administrative and other concerns of the National Section.
- e) Maintain a record of U.S. National Section members; update roster on an annual basis.
- f) Prepare the report of the United States delegation for the meetings of the Directing Council and General Assemblies of PAIGH.
- g) Provide guidance on PAIGH procedures related to project requests, solicitation of approved funds, resolutions, etc., to U.S. National Section members.
- h) Advise the President on all matters relating to the internal rules of procedure and the operation of the U.S. National Section.
- i) Perform other duties designated by the PAIGH Organic Statutes and Rules of Procedures, or as requested by the U.S. National Section President.

Article 10. The duties of the National Representatives (and alternates in their absence) of the Commissions on Cartography, Geography, Geophysics, and History are:

- a) Represent the United States delegation at the Consultations and meetings of their respective Commissions; provide summary reports of the Consultations and meetings to the U.S. National Section President.
- b) Submit annual and quadrennial reports of U.S. activities for the U.S. National Section President and to their respective Commission President.
- c) Direct the solicitation and preparation of project requests, U.S. technical papers and exhibits as requested by their Commission Presidents.
- d) Convoke and preside over meetings (at least once a year) of the U.S. committee and working group members of their Commissions to review program activities.
- e) Serve as principal liaison in the United States on activities of their respective Commissions.
- f) Keep the U.S. National Section President advised of activities and issues of their respective Commissions.
- g) Sign correspondence on behalf of the U.S. National Section in matters relating to their respective Commission; provide correspondence copies to the President, Vice-President, and Executive Secretary.
- h) Solicit the endorsement of the U.S. National Section of all project requests received from U.S. chairpersons of committees and working groups; provide the Vice-President, in a timely manner, completed project requests forms.

i) Perform other duties designated by the PAIGH Organic Statutes and Rules of Procedure, or as requested by U.S. National Section President.

Article 11. The duties of Committee and Working Group Chairpersons of the Commissions are:

a) Prepare and present timely project requests (plans, budgets, etc.) and activities reports to the appropriate U.S. National Representative to the Commissions.

b) Participate in meetings, conferences, seminars, etc., as requested by their U.S. National representative and Commission President; request agency financial support well in advance to attend these activities.

c) Solicit approved budget funds, in a timely manner, from the appropriate Commission President and the General Secretariat, for committee and working group meetings, seminars, projects, or other activities.

d) Convoke and preside over meetings of the committee or working group members.

e) Submit timely summary reports of committee or working group meetings and travel vouchers to the General Secretariat and appropriate Commission President and U.S. National Representative.

f) Submit semi-annual progress and financial reports of projects to the General Secretariat in compliance with PAIGH Projects Manual, Part III, Section 4, and Chapter IV, Articles 13 & 14 of PAIGH Regulations; provide file copies of these reports to the U.S. National Section Executive Secretary and their U.S. National Representative.

g) Carry out assignments on behalf of the U.S. National Section, or any other responsibilities designated by their respective Commissions.

CHAPTER IV MEETINGS, CONSULTATIONS, AND ASSEMBLIES

Article 12. The U.S. National Section officers shall meet at least twice a year. A mid-year meeting will alternate between the cities of their employment. The agenda for the mid-year meeting will include presentation of new and continuing project requests by each U.S. National Representative of the Commissions. The second meeting will coincide with the PAIGH meetings of the Directing Council or General Assembly. Attendance shall consist of the President, Vice-President, Executive Secretary, and U.S. National Representatives of the Commissions. Other members of the National Section may attend as observers or invited members to speak on matters pertaining to their Committee or Working Group. The U.S. National Section President may call special meetings.

Article 13. The U.S. National Representatives of the Commissions shall convene a meeting of the U.S. members of committees and working groups at least once a year. Special meetings of U.S. members of committees and working groups may be called at the discretion of the U.S. National Representatives of the Commissions. The U.S. National Section President, Vice-President, and Executive Secretary should be invited to sit-in on these meetings.

Article 14. Alternate U.S. members shall attend meetings or seminars requested by chairpersons of committees or working Groups if possible. If travel and per diem costs are not defrayed by PAIGH, each member well in advance of the meeting shall seek agency support.

Article 15. All U.S. members when possible shall attend PAIGH meetings of Consultation of the Commissions. The officers of the U.S. National Section shall attend PAIGH meetings of the Directing Council and General Assembly. If travel and per diem costs are not defrayed by PAIGH or the Department of State, each member well in advance of the meeting shall seek agency support.