

ROYAL SOCIETY OF CHEMISTRY
ANALYTICAL DIVISION COUNCIL

SUMMARY REPORT of the meeting of Analytical Division Council held on 27th January 2011 at Burlington House.

RECOMMENDATIONS TO SEIB

None.

AD Council AGREED

1. The minutes of the previous meeting. (Minute 3.0).
2. To compile a list of AD representatives on other bodies. (Minute 4.0).
3. That draft minutes be placed in the closed MyRSC Group. Once approved they would be placed in the open group. (Minute 4.0).
4. That two different Regional Chairs or their representatives be invited to each AD Council meeting and that the AD Council agenda and minutes be sent to all AD Regions from the May meeting. That the Regional representatives should report to AD Council on their activities. (Minute 5.2).
5. That the possibility of a new award for UK based analytical scientists be taken to ACTF as an agenda item for consideration. (Minute 5.4).
6. That the proposal to limit the Joseph Black award be limited to UK and Republic of Ireland candidates be discussed by the awards committee. (Minute 5.4).
7. That the number of overseas AD members be provided and that errors on the Awards and Prizes web site be corrected. (Minute 5.4).
8. That AD Council would consider suitable candidates for nomination for Leaders in the Field award. (Minute 5.5).
9. That the President's lunch would not be held in future. (Minute 5.6).
10. That Professor Greenway would attend the next SEIB meeting and that Mr Handley and Dr Lancaster would attend the Awards ceremony. It was also agreed that the Programme manager should liaise with the Awards team to ensure that the Awards ceremony does not clash with other meetings. (Minute 5.7).
11. That references to ACOL and the Register of Analytical Chemists be removed from the AD strategy document and that Eurachem be added. (Minute 6.1).
12. That a small time limited committee be formed to work over no more than a year which will carry out all business electronically. That the outcome of this be a strategy for raising the profile of Analytical Science in the UK. That this be submitted to SEIB for consideration. That engagement with the Analytical Sciences Network and the Sector Skills Councils and vocational training initiatives is required. (Minute 6.1.3).
13. That the conference proposal form for ARF 2012 be completed and forwarded to the Events team. (Minute 6.1.6).
14. That future FACSS meetings be part of the AD budget setting process and that the level of budgetary support be agreed by AD Council prior to a representative attending FACSS. (Minute 6.1.8).
15. That: Mr Chalmers organisation was an important contribution to FACSS; That enhanced involvement of RSC publishing be discussed with Mr Chalmers; that in the event of any change in representation, there should be a period of overlap; that the Interest Groups should remain involved. (Minute 6.1.9).

16. That the HTC 2012 presentation be distributed to AD Council for consideration, and that the involvement of the Events team be sought to collect registration fees. That the arrangement with the Separation Sciences Group for the 2012 event would be on a 50:50 basis. (Minute 6.2.4).
17. That a series of events held jointly with CBiD be discussed with the Bioanalytical Sciences Group and other interested organisations and progressed with the Events team. (Minute 6.2.5).
18. That past activities be collated to establish what topics had been addressed. (Minute 6.2.5).
19. That MyRSC be used to facilitate policy related discussion. (Minute 6.3.1).
20. That a glossary of terms for the RSC Science and Education high level objectives for RSC SOAP and 2011 objectives be compiled. (Minute 6.4.2).
21. That all AD members be e-mailed to direct them to MyRSC for important information and to promote discussion of current hot topics, including CPD issues. (Minute 8.0).
22. That a list of CPD providers, including Chromacademy be provided; to check if Interest Groups are involved in running or supplying courses; to check how the Clinical Biochemists manage their CPD requirements and to continue the discussions on CPD with Dr Moustras and Mr Handley. (Minute 9.1.).
23. That all Regional and Interest Group activities be collated. (Minute 9.2).

AD Council NOTED

1. The Apologies. (Minute 2.0).
2. That nominations for RSC Council from the analytical community would be desirable. (Minute 5.1).
3. That there are some errors in the Awards and Prizes web site. (Minute 5.4).
4. That the Leaders in the Field Awards are aimed at non-RSC members who are then encouraged to become members and to contribute to the RSC's activities. (Minute 5.5).
5. That a President's lunch may not be justifiable in line with Charity Commission guidelines. (Minute 5.6).
6. That the AD Awards ceremony is in Glasgow in 30th March. (Minute 5.7).
7. The AD strategy and related activities. (Minute 6.1.1).
8. International Year of Chemistry activities. (Minute 6.1.2).
9. The importance of maximising the use of new communications technologies such as Twitter, Facebook and MyRSC to engage all analytical scientists. (Minute 6.1.3).
10. That the priority areas of the roadmap will be Energy, Scarce Natural Resources and Human Health. (Minute 6.1.4).
11. That plans for ARF 2011 were in place. (Minute 6.1.5).
12. The FACSS 2010 report. (Minute 6.1.7).
13. That funds are available for future FACSS meetings. (Minute 6.1.8).
14. That RSC publishing would like closer interaction between journal and AD activities at FACSS meetings and that there is a possibility that the Editor of the analytical science journals could represent AD at FACSS. (Minute 6.1.9).
15. The organisation for Schools Analyst Competition for 2011 – 2013. (Minute 6.1.10).
16. The paper from the last SEIB meeting. (Minute 6.2.1).
17. The Reaction Monitoring meeting (Minute 6.2.2) and the Joint AD/ESED Radiochemistry meeting. (Minute 6.2.3).
18. That AD support is sought for the HTC 2012 meeting and that the Flemish Chemical Society are open to discussion as to how the financial arrangement

- should be shared. That RSC publishing would like to be involved although there is currently a publishing contract with Elsevier. (Minute 6.2.4).
19. That CBiD are interested in jointly holding a series of events on Analytical Tools for Life Sciences and that there have been ACTF studentships in this area in the past. (Minute 6.2.5).
 20. Recent position statements. (Minute 6.3.1).
 21. The Science and Education high level objectives, RSC strategy and the list of RSC events. That the document outlining the high level objectives would benefit from clearer language and that there are some conflicting messages. (Minute 6.4.1, 6.4.2 and 6.5.1).
 22. The budget. (Minute 7.1).
 23. The need for Continuous Professional Development within the analytical community. (Minute 9.1).
 24. That a number of discussions on the recently announced closure of the Forensic Science Service have taken place and that the RSC would be submitting a response to the House of Commons Consultation. (Minute 9.3).

ROYAL SOCIETY OF CHEMISTRY
ANALYTICAL DIVISION COUNCIL

**Minutes of the meeting held on Thursday, 27 January 2011
at Burlington House.**

Present: Professor G M Greenway (President) Dr D Stevenson
 Mr A Handley Dr A H Andrews
 Mr T P Lynch Dr T M Hawkins
 Dr M Powell Dr R Williams
 Dr R Wood

In Attendance: Dr D A Ferguson Dr M Copsey
 Dr S Lancaster (Secretary) Ms C Viney
 Prof J Iley

1.0 Professor Greenway opened the meeting and welcomed the AD Council members.

2.0 **Apologies for Absence**

Apologies were **noted** as follows:

Mr B Woodget	Dr J Green
Dr C Rawlinson-Malone	Professor J N Miller
Dr J MacLachlan	Dr M Hanna-Brown
Dr S L Howells	

3.0 **Minutes of the previous meeting** (ADC/0910:99)

The minutes of the previous meeting held on 16 September 2010 were **agreed** and signed by the Chair.

4.0 **Matters Arising**

6.2.3 Representation of AD on external bodies
Agreed to compile a list of AD representation on other bodies.

[ACTION: Dr Lancaster]

8.0 Review of electronic matters
It was **agreed** that draft minutes be placed in the closed AD Council Group on MyRSC. Once approved, the minutes would then be placed on the open AD Group and be visible to anyone.

[ACTION: Dr Lancaster]

5.0 **President's Business**

5.1 Election to RSC and AD Council
It was **noted** that nominations for RSC Council from the analytical community would be desirable. Nomination forms for Dr Stevenson and Dr Hanna-Brown were signed by members of AD Council.

5.2 AD Regional Representation
AD Council **agreed** that: Two different Regional Chairs or their representatives be invited to each AD Council meeting, that the AD Council agenda and minutes be sent to all AD Regions from the May

meeting and that the Regional representatives should report to AD Council on their activities.

[ACTION: Dr Lancaster]

- 5.3 Governance. Revised Rules
The revised rules were noted.

- 5.4 RSC Prizes and Awards
The possibility of commemorating Tom West's contribution to the field by an award for early career academic analytical scientists was discussed. This may include an award and a studentship. There was a general feeling that UK scientists were not receiving sufficient recognition and that a new award may help to address this. It was **agreed** that this be taken to the ACTF as an agenda item for their consideration.

[ACTION: Dr Ferguson]

It was **agreed** that the Joseph Black Award be limited to UK and Republic of Ireland candidates and that this be discussed by the Awards Committee.

[ACTION: Mr Handley]

It was **agreed** that there is a need to be aware of all the awards given by the Interest Groups and that a break down of the number of AD members outside the UK be established. It was **noted** that there are some errors in the Awards and Prizes web site and agreed that this would be corrected.

[ACTION: Dr Lancaster]

- 5.5 Leaders in the Field
It was **noted** that the Leaders in the Field Awards are aimed at non-RSC members who are then encouraged to become members and get involved with the RSC. It was **agreed** that AD Council consider suitable candidates for nomination.

[ACTION: AD Council members]

- 5.6 Presidents Lunch
AD Council **noted** that in view of the Charity Commissions guidelines regarding individuals receiving any personal benefit, that continuation of the President's lunch may not be justifiable. It was **agreed** that the event would not be held in the future.

- 5.7 Representation at SEIB
It was **noted** that the AD Awards ceremony will be in Glasgow on 30th March and that the SEIB meeting was on 31st March. It was **agreed** that Professor Greenway would attend the SEIB meeting and Mr Handley and Dr Lancaster would attend the awards ceremony.

[ACTION: Professor Greenway, Mr Handley and Dr Lancaster]

It was **agreed** that there is a need to ensure that AD Council is aware of the next awards ceremony in good time and that the Programme

Manager should liaise with the Awards team early in the date setting process.

[ACTION: Dr Lancaster]

[Ms Viney left the meeting. Professor Iley and Dr Copsey Joined the meeting].

6.0 Strategy

6.1 Key Division Activities in UK, EU and globally,

6.1.1 Analytical Division Strategy 2010 - 1015

The AD strategy was **noted**. AD activities which fulfil the strategic requirements include:

- FACCS.
- Relationship with British Mass Spectrometry Society.
- Education.
- AMC publications and FACCS papers in Analytical Methods.
- Analytical Tools for the Life Sciences.

It was **agreed** that references to ACOL and the Register of Analytical Chemists be removed and Eurachem be added.

[ACTION: Dr Lancaster]

6.1.2 International Year of Chemistry

The activities for IYC were **noted**. Dr Williams summarised the Women Sharing a Chemical Moment in Time International breakfast event and outlined the use of Skype, Tweet and Facebook as being very successful means of communicating the event to a wide international audience. Dr Williams commended the RSC for running an inspirational event.

6.1.3 Enhancing the profile of Analytical Science in the UK

The following proposals were **agreed**. That:

- A small time limited committee be formed to work over no more than one year, to meet electronically.
- That a strategy for raising the status of Analytical Science in the UK be produced.
- That this plan be submitted to SEIB for consideration

It was **noted** that it will be important to maximise the use of new communications technologies and maximise the use of tools such as Twitter, Facebook and MyRSC to reach younger Analytical Scientists and ensure that they are engaged with all opportunities available to them. That all RSC journals now have Blogs and Facebook.

It was **agreed** that an engagement with the Analytical Sciences Network (ASN) was required, together with the Sector Skills Councils and vocational training initiatives including Sainsbury's Initiative for training technicians.

[ACTION: Dr Williams and Dr Lancaster]

It was **agreed** that the committee should consist of a number of people and suggestions were: Alan Handley, Paul Thomas, Elisabeth Hall, Ruth Williams, Tom Lynch, Mark Powell, May Copsey (or another member of publishing staff), Jacqueline Wilson Brown (ITD) and that the list would be finalised and the people approached.

[ACTION: Prof Greenway, Dr Lancaster]6.1.4 Road Map Activities

It was **noted** that the priority areas of the roadmap will be Energy, Scarce Natural Resources and Human Health.

6.1.5 ARF 2011

It was **noted** that plans for ARF 2011 are in place.

6.1.6 ARF 2012

It was **agreed** that the Conference proposal form be completed and forwarded to the Events team.

[ACTION: Dr Lancaster]6.1.7 FACSS 2010

The report was **noted**.

6.1.8 FACSS 2011

It was **agreed** that future FACSS meetings should be part of the AD budget setting process and that the level of budgetary support should be agreed by AD Council prior to a representative attending the FACSS event.

[ACTION: AD Council]

It was **noted** that funds are available for future FACSS meetings.

6.1.9 Update from RSC Publishing

An update on the RSC's publishing activities and their relationship with FACSS was presented by Dr Copsey. It was **noted** that RSC publishing would like closer interaction between Journal activities and AD activities at the FACSS meetings so that opportunities can be maximised. Opportunities include:

- Coordination of Journal and AD sponsorship activities.
- Utilisation of exhibition booth to promote the Analytical Division, including attracting membership.
- Presenting of some AD awards at the FACSS conference.

It was **noted** that there is a possibility that the Editor of the RSC's analytical science journals could represent the RSC AD at FACSS and several potential benefits were outlined, including a greater awareness of potential connections and resources within the

RSC, a full awareness of the RSC strategy, and the presence of a unified RSC voice.

It was acknowledged that Mr Chalmers had been the RSC representative at FACSS for many years and had been an excellent ambassador for the RSC at this event. It was **agreed** that:

- Mr Chalmers organisation of the event was an important contribution.
- That enhanced involvement of publishing should be discussed with Mr Chalmers with follow up by Dr Copsey and Dr Lancaster.
- That in the event of change in representation, there should be a period of overlap.
- That the Interest Groups should remain involved (currently JPAG, MSG and ASG), to show case their science and enhance international profile.

[ACTION: Professor Greenway].

[Professor Iley left the meeting]

6.1.10 Schools Analyst Competition
The organisation for 2011 – 2013 was **noted**.

6.2 Interaction with Interest Groups/other Divisions/others.

6.2.1 Science, Education and Industry Board.
The paper from the last SEIB meeting was **noted**.

6.2.2 Reaction Monitoring meeting
Noted.

6.2.3 Joint Radiochemistry/ESED meeting
Noted.

6.2.4 HTC 2012
An update on HTC 2012 was presented by Mr Lynch. It was **noted** that:

- AD support is sought for this and that the Flemish Chemical Society are open to discussion as to how the financial arrangement should be shared.
- That RSC publishing would like to be involved, although there is currently a publishing contract with Elsevier.

It was **agreed** that the Presentation should be distributed to AD Council for consideration, and that the next step is involvement of event to collect the registration fees.

[ACTION: Dr Lancaster].

It was **agreed** that the AD arrangement with the Separation Sciences Group for the 2012 event would be on a 50:50 basis.

6.2.5 Analytical Tools for Life Sciences

It was **noted** that CBiD are very interested in holding a series of joint events with AD, the Bioanalytical Sciences Group and other interested groups including the Biochemical Society, ESP KTN and Association of Clinical Biochemistry. It was **agreed** that this be discussed with the Bioanalytical Sciences Group and others and progressed with the events team.

[ACTION: Dr Lancaster]

It was **noted** that there have been ACTF studentships in the past and **agreed** that past activities be collated to establish what topics had been addressed.

[ACTION: Dr Ferguson]

6.3 Contribution to Science & Education policy positions and responses.

6.3.1 Policy position statements and responses to policy consultations.

Recent position statements and RSC responses were **noted**. It was agreed that AD Council would keep a watching brief and be proactive in feeding into policy areas where appropriate. Areas may include the tariff approach to university funding and it was **agreed** to use MyRSC to facilitate discussion.

[ACTION: AD Council]

6.4 Performance against current year High Level objectives

6.4.1 RSC Strategy, science and education

The science and education high level objectives were **noted**.

6.4.2 RSC Science and Education high level objectives

The RSC strategy was **noted**. AD Council **noted** that the document would benefit from using clearer language and that there were some conflicting messages, for example with respect to CPD. It was **agreed** that a glossary of terms would be helpful.

[ACTION: Dr Lancaster]

6.5 Future Division programmes in UK, EU and globally

6.5.1 RSC Events

The list of RSC events was **noted**.

7.0 Budget matters

7.1 Review of financial performance to date Budget was **noted**.

7.2 Budget Setting

Items for the next budget round (2012) were discussed and presented as preliminary figures in the budget.

8.0 Review of electronic matters

None at this time. Dr Lancaster demonstrated MyRSC and it was **agreed** that all AD members be e-mailed directing them to the AD Group on MyRSC for important information. The Forum would be a good vehicle for discussion of current hot topics, including CPD issues.

[ACTION: Dr S Lancaster]

9.0 Any Other Business

9.1 Continuous Professional Development

The need for CPD within the analytical community was **noted**. Chromacademy could be very quickly arranged and could be a useful vehicle to fulfil CPD requirements. It was also noted that if required, certificates of attendance could be provided for AD events. It was **agreed** that:

- Chromacademy and other providers of training material be listed.
- To check if Interest Groups are involved in running or supplying courses.
- To check how the Clinical Biochemists manage their CPD requirements.
- To continue the discussion on CPD with Dr Moustras.

[ACTION: Dr Lancaster]

- To discuss this issue with the President of the Education Division

[ACTION: Professor Greenway]

9.2 Region and Interest Group activities

It was **agreed** that all AD Region and Interest Group activities be collated.

[ACTION: Dr Lancaster]

9.3 Closure of Forensic Science Services

A number of discussions have taken place and it was **noted** that Professor Greenway has had discussions with Professor Fraser (Strathclyde) in terms of maintaining independence and quality of this service, and that 14th February is the closing date for consultation with the working party. AD Council felt that this was another example of the erosion of the analytical science base. It was **agreed** that comments be sought and collated and communicated to AD Council and AD Council would consider who should present the position of the analytical community to the Select Committee. A number of names were discussed, including Peter White, Jim Fraser, Dave Barclay, Bob Flannigan, Mike Prior, Andrew Jackson.

[ACTION: Dr Lancaster]

10.0 Date of Next Meeting

Thursday 19th May 2011 in the Priestley room, Burlington House, 11.00AM