

High Throughput Chemistry and New Technologies Group

Royal Society of Chemistry – Perkin Division

Subject Group Rules

(September 2000)

Royal Society of Chemistry

Perkin Division

High Throughput Chemistry and New Technologies Group

1. The Subject Group shall be called the "High Throughput Chemistry and New Technologies Group" of the Perkin Division of the Royal Society of Chemistry (RSC). All references to the Council in this document refer to the Council of the Perkin Division. The Group shall be deemed to be a Charitable Trust.

2. General Aims and Objectives

To promote the study, discussion and dissemination of all aspects of High Throughput Chemistry and enabling New Technologies.

3. Membership

- (i) Any member of the Society shall, upon application to the Honorary Secretary, be entitled to have his or her name entered upon the Register of the Subject Group and to become a member of the Subject Group upon payment of the annual Group subscription, and to remain a member so long as he or she duly pays the annual Group subscription and is a member of the Society.
- (ii) Non-members of the RSC, shall, upon application to the Honorary Secretary, be entitled to have their name entered upon the Register of the Subject Group and to become a member of the Group, if, in the opinion of the Committee, their membership would further the objects of the Society and under such conditions and on payment of such additional subscription as the Council may determine. Non-members of the RSC admitted to membership of the Subject Group shall be entitled to attend meetings and participate in the activities of the Subject Group but will have no other privileges.

4. Committee

- (i) The business of the Subject Group shall be conducted by a committee chosen from Members of the Register of the Subject Group. The committee shall consist of a Chairman, an Honorary Secretary, an Honorary Treasurer and at least four Ordinary members.
- (ii) The maximum terms of office for Committee Members shall be:

Chairman	3 years
Honorary Secretary	4 years
Honorary Treasurer	4 years
Ordinary Members	3 years

On completion of a term of office, which may be less than the maximum, a member shall not be eligible to hold office in the same capacity until the lapse of one year. At least half of the Officers shall be members of the Royal Society of Chemistry.

- (iii) Upon the retirement of an Officer between Annual General Meetings, the Committee shall normally nominate the successor from amongst its members or former members. The appointment will hold good until the next Annual General Meeting, at which time the appointment is subject to confirmation by members.
- (iv) A retiring Chairman shall become an ex-officio member of the Committee for the period of one year.
- (v) Two Ordinary Members shall normally retire each year, and be replaced by members of the Group elected at the Annual General Meeting. The committee shall have the power to co-opt additional Ordinary Members for a period of one year, renewable to a maximum of two years.
- (vi) Any Member may request an Extraordinary General Meeting, which may be called either with the agreement of the Committee or at the request of at least 15 Members, on submission of the circumstances which lead to the calling of such a Meeting.

5. Annual General Meeting

The Group shall meet once a year for the purpose of discussing the business of the Group and to elect Ordinary Members of the Committee. Nominations may be sent to the Honorary Secretary so as to reach him or her at least two days prior to the meeting. Members of the Group shall be given at least one month's notice of any Annual General Meeting.

The Honorary Secretary and Honorary Treasurer shall present reports.

6. Organisation of Meetings

National or regional meetings may be held to further the aims of the Group. The Committee shall have the responsibility of organising meetings.

7. Amendments to the Rules

Amendments to the Rules shall be proposed and seconded by Members of the Group and sent to the Honorary Secretary so as to reach him or her at least one calendar month prior to the Annual General Meeting.

Amendments to, alterations of, and additions to the Rules of the Subject Group, with the approval of the Group, shall be submitted to the Council and shall not become operative unless and until they have been allowed by the Council and notice of such allowance has been given to the Honorary Secretary of the Subject Group.

8. Accounts

The expenses of the Subject Group shall be defrayed out of the annual Group subscriptions of the Members of the Group and out of registration fees for meetings organised by the Group. Council, at its discretion, may defray the whole, or any part thereof, out of the general funds of the Perkin Division.

The Honorary Treasurer of the Group shall submit a statement of income received and expenditure paid or incurred by the Group to the Annual General Meetings.

An account of the income received and the expenditure paid or incurred by the Group during each year ending on 31 December shall be sent to the Finance Department of the Royal Society of Chemistry by 14 February of the following year.

9. Raising of Funds

The amount of the Group annual subscription payable by members on the Group Register shall be determined by the Council after consultation with the Group Committee. Neither the Subject Group, nor any individual acting on behalf of the Group, shall collect or appeal for funds other than the annual Group subscription payable by non-members of the RSC, for any purpose whatsoever from any individual, institution or industrial firm, except with the prior authority of the Council.

10. Lectures and Scientific Communications

The committee of the Group, may in furtherance of the objects of the Society, invite any person, whether a member of the Group or not, to present a scientific communication or to deliver a lecture upon any subject coming within the said objects at a meeting of the members of the Subject Group. Such scientific communications, or lectures, will not normally be published. If the Subject Group intends such Scientific Communication or lecture to be published then, unless the Publications and Information Board shall have previously given permission for it to be published elsewhere, the Scientific Communication or Lecture shall be submitted to the Publications and Information Board for consideration and the Publications and Information Board may cause the same to be published in such manner as the Council may determine. The provisions of By-law 91 shall apply to every such Scientific Communication or Lecture so sent to the Publications and Information Board.

11. Publications

Neither the Subject Group, nor any committee thereof, shall, without the express sanction of the Council, cause to be published, or authorise or countenance the publication of any statement or other communication upon any matter or subject whatsoever, either in the name of the Society or in the name of the Subject Group, except it relates solely to the routine business of the Subject Group.

12. Suspension and Dissolution

The Council shall have power to suspend or dissolve the Subject Group. All books, papers and other records of the suspended or dissolved Group shall be delivered to the Society, and any unexpended balance of funds shall be delivered to the Council Secretary.