

Electoral regulations

Introduction

These regulations are made to govern the conduct of elections required by the Royal Society of Chemistry and are approved by the Board of Trustees. These regulations may not be altered from the time nominations open until the election result is officially declared.

Equality and Diversity

The Electoral Regulations are designed to ensure that every member has an equal chance of taking up an opportunity to contribute to the work of the RSC and in doing so fulfil their potential.

The RSC wishes to encourage broad representation on our governance bodies, drawing upon those with industry and academic or other relevant backgrounds, and to have members who can represent the diversity of the RSC's membership in terms of geographical location, gender, ethnicity and age range, and interest in the breadth of the chemical sciences.

Vacancies

The following vacancies will occur at the Annual General Meeting on 8 July 2020

- RSC President
- Elected members of Boards
- President of Divisions
- Honorary Secretary of Analytical Division Council
- Elected members of Division Councils

Nominations

Self-nomination

Any member, regardless of membership category, may self-nominate for one vacancy (this does not prevent a self-nominating member from being nominated for another vacant position by either the Nominations Committee, any other RSC Board or Committee or another member).

Other nomination

Any member, regardless of membership category, may nominate members for election. All such nominations are required to be accompanied by names of two RSC members willing to support the nomination.

President

There will be a vacancy for RSC President to serve two-years as President Elect from the AGM in July 2020 and assume the office of President from the close of the 2022 AGM until the close of the 2024 AGM.

Any Honorary Fellow, Fellow or Member, except the serving President and President Elect, is eligible for nomination as a candidate for President.

The Nominations Committee will confirm each nominee's willingness to serve if elected and evaluate all valid nominations to produce a shortlist of those who meet the requirements of the role descriptor and demonstrate the requisite of skills and experience to fulfil the role. The Nominations Committee's evaluation may include an interview with each nominee.

The successful shortlist of candidates will be put forward for election.

Elected member of Boards

There will be two vacancies for elected member of the Member Communities Board (MCB) one of which must be active within the Local Section networks and one active within the Interest Group network to take office from the close of the 2020 AGM, for a three-year term, until the close of the 2023 AGM. 'Active' in this context means experience of serving on a network committee within the past five years.

There will be one vacancy for an elected member of the Professional Standards Board (PSB) to take office from the close of the 2020 AGM for a three-year term until the close of the 2023 AGM. Any member is eligible for nomination to serve on PSB.

The Nominations Committee will confirm each nominee's willingness to serve if elected and evaluate all valid nominations to produce a shortlist of candidates who meet the requirements of the role descriptor and can demonstrate the requisite of skills and experience to fulfil the role. The successful shortlist of candidates will be put forward for election.

President of Divisions

There will be a vacancy for President of the Faraday Division and the Materials Chemistry Division to serve one-year as President Elect from the AGM in July 2020 and assume the respective office of Division President from the close of the 2021 AGM until the close of the 2024 AGM at which point they take the office of Immediate Past President until the close of the 2025 AGM.

Any member of the respective Division who can demonstrate the requisite skills to meet the requirements of the role descriptor is eligible to be a candidate for President of the Division. No member may be a candidate for election to more than one Division.

Honorary Secretary of Analytical Division Council

There will be a vacancy for Honorary Secretary of the Analytical Division Council to take office from the close of the 2020 AGM for a three-year term until the close of the 2023 AGM.

Any member of the Analytical Division who can demonstrate the requisite skills to meet the requirements of the role descriptor is eligible to be a candidate for Honorary Secretary of the Analytical Division Council.

Elected Members of Division Councils

There will be two vacancies for elected member of each of the Division Councils (Analytical, Chemistry Biology Interface, Dalton, Education, Environment, Sustainability & Energy, Faraday, Industry & Technology, Materials Chemistry, Organic) to take office from the close of the 2020 AGM for a three-year term until the close of the 2023 AGM.

Any member of the respective Division who can demonstrate the requisite skills to meet the requirements of the role descriptor is eligible to be candidate. No member may be a candidate for election to more than one Division Council.

Election process

The RSC will contract with an independent electoral service provider to manage its elections process. The Nominations Committee will select the provider.

Call for Nominations

By a date no later than the 3 January 2020 it shall be announced to all RSC members the vacancies for President and elected positions on the Member Communities Board, Professional Standards Board and Divisions Councils, and to invite nominations to be submitted by a date not later than 7 February 2020.

Elections

The 2020 elections will be conducted electronically, although members upon request to the governance office can receive a postal vote.

If the number of nominations for any office does not exceed the number of vacancies, the nominated member(s) shall be deemed to have been elected at the 2020 AGM without a ballot.

If the number of nominations is less than the number of vacancies, the Board of Trustees or the appropriate Division Council shall fill the remaining vacancies.

If the number of nominations exceeds the number of vacancies for any office, the Chief Executive shall, by a date not later than 22 May 2020 cause the independent electoral service provider to make available to those eligible to vote a ballot document with a list of vacancies for which there is to be a contest and the names and candidate information for each candidate.

For RSC President and members of the Member Communities Board and Professional Standards Board elections, the election candidates are those who have been successfully shortlisted by the Nominations Committee.

The ballot documents shall also state a date, not less than four weeks from the date of making the ballot form available, when the vote must be received by the independent electoral service provider in order to be counted.

By-law 11.5 applies in that the accidental omission to make available a ballot form to a member, or the non-receipt of a ballot form by any member, shall not invalidate any election but, in the event of dislocation of postal or electronic services or other incident resulting in the loss or late delivery of a substantial number of ballot forms, or in a failure of electronic access, the President, on receipt of a request signed by not fewer than ten members, shall decide, on behalf of the Board of Trustees or Division Council, whether or not the election should be invalidated and a fresh ballot arranged.

In the event of a ballot being required, the independent electoral service provider shall be responsible for the counting of votes.

Prior to the Annual General Meeting the independent electoral service provider will provide the Chief Executive with the result and the Independent Scrutineers' report. This report shall be presented at the Annual General Meeting and, on the results of the voting, the Chair shall announce the names of those duly elected.

If in a ballot equal numbers of votes are cast for two or more candidates in respect of one vacancy, the issue shall be decided by the independent electoral service provider, by drawing lots.

Eligibility to vote

All registered members of the Royal Society of Chemistry who have paid their subscription by 1 April 2020 will be eligible to vote in the President, Member Communities Board and Professional Standards Board elections. In addition, members will be eligible to vote in the Division Council elections for the Divisions that they are subscribed to.

Interpretation

The Nominations Committee shall adjudicate on any matters of interpretation of these regulations and the conduct of the elections.