



Electoral regulations applicable to all candidates

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 (Council). 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 10 July 2019

- RSC President
- Elected Trustees
- Elected member of Board
- President of Divisions
- Honorary Treasurer of Analytical Division Council
- Two 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 propose candidates for nomination.

All nominations are required to be accompanied by names of two RSC members willing to second the nomination. This shall form part of the candidate's application.

President

There will be a vacancy for RSC President to serve one-year as President Elect from the AGM in July 2019 and assume the office of President from the close of the 2020 AGM until the close of the 2022 AGM.

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



The Nominations Committee will, confirm the candidates willingness to be nominated 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.

Elected Trustees

There will be vacancies for three elected members of the Board of Trustees (Council) to take office from the close of the 2019 AGM, for a four-year term, until the close of the 2023 AGM.

Any member, except an elected member who has served on the Board of Trustees (Council) at any time since the close of the 2017 AGM, is eligible for nomination.

The Nominations Committee will, confirm the candidates willingness to be nominated 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.

Elected member of Board

There will be one vacancy for an elected member of the Professional Standards Board (PSB) to take office from the close of the 2019 AGM, for a three-year term, until the close of the 2022 AGM.

Any member is eligible for nomination to serve on PSB¹.

The Nominations Committee will, confirm the candidates willingness to be nominated 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 Analytical, Chemistry Biology Interface, Education, Environment, Sustainability & Energy, and Industry & Technology Divisions to serve one-year as President Elect from the AGM in July 2019 and assume the respective office of Division President from the close of the 2020 AGM until the close of the 2023 AGM at which point they take the office of Immediate Past President until the close of the 2024 AGM.

Any member of the respective Division, who can demonstrate the requisite of skills to meet the requirements of the role descriptor, is eligible to be a candidate for President of the Division¹. No member may be a candidate for election to more than one Division.

Honorary Treasurer of Analytical Division Council

There will be a vacancy for Honorary Treasurer of the Analytical Division Council to take office from the close of the 2019 AGM, for a three-year term, until the close of the 2022 AGM.

Any member of the respective Division, who can demonstrate the requisite of skills to meet the requirements of the role descriptor, is eligible to be a candidate for Honorary Treasurer of the Analytical Division Council¹.



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 2019 AGM, for a three-year term, until the close of the 2022 AGM.

Any member of the respective Division, who can demonstrate the requisite of skills to meet the requirements of the role descriptor, is eligible to be candidate¹. No member may be a candidate for election to more than one Division Council.

¹ Refer to General Principles and Working Practices (3.11 & 3.12) for restrictions

Call for Nominations

RSC will contract with an independent electoral service provider to manage the online nominations. By a date no later than the 2 January 2019 it shall be announced to all members the vacancies for members of the Board of Trustees (Council), Professional Standards Board and Divisions and to invite nominations from the membership to be submitted by a date not later than 8 February 2019.

Elections

RSC will contract with an independent electoral service provider to manage elections for the vacancies on the Board of Trustees (Council), Professional Standards Board and Divisions. The 2019 elections will be conducted through electronic services only.

If the number of nominations for any office does not exceed the number of vacancies, the nominated candidate(s) shall be deemed to have been elected at the 2019 AGM without a ballot.

If the number of nominations is less than the number of vacancies, the Board of Trustees (Council) 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 20 May 2019 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, Trustee and member of the Professional Standards Board elections, the 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 88(ii) 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 (Council) 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 2019 will be eligible to vote in the Board of Trustees (Council), 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.