

**THE ROYAL AUSTRALIAN CHEMICAL INSTITUTE INCORPORATED
ANALYTICAL CHEMISTRY DIVISION**

**MINUTES
GENERAL MEETING, 5 SEPTEMBER 2006**

Meeting commenced at 3 pm, Eastern Standard Time, 5 September 2006.

Online	Apologies
Assoc Prof David Davey (Chair) Dr Danny Wong (Secretary) Assoc Prof Simon Lewis (Treasurer) Prof Philip Marriott (Past Chair) Prof Neil Barnett (Chair Elect) Dr Brian Kreiger (QLD) Dr Claire Lenehan (SA) Prof Paul Haddad (TAS) Dr Clarrie Ng (NSW) Prof Geoff Scollary (Chair, <i>In Vino</i> Conference 2007)	Assoc Prof David Parry (NT) Prof Bill Maher (ACT) Dr Nichola Porter (VIC) Assoc Prof Roland De Marco (WA) Ms Oana Chirila (Chair, Interact 2006)

1. MINUTES OF PREVIOUS MEETING

In the “Apologies” column, it should read “Prof Neil Barnett”. The minutes were then accepted by the Division after this amendment.

2. MATTERS ARISING FROM PREVIOUS MEETING

- S.Lewis was to electronically send a position paper to all Committee members for consideration on possible manner to provide students from the East Coast with a travel bursary to attend Interact 2006 but this was taken over by event. The Committee agreed to look into this issue for the next conference. Meanwhile, the Committee agreed to set aside a sum of \$500 to cover poster prizes in analytical chemistry at Interact 2006.
- A subcommittee consisting of D.Davey, N.Barnett and D.Wong had worked on the matter related to naming the Division Medal as the Smythe Medal. Please see “Report from the Chair” below.
- D.Wong had placed picture files from The 13th Research & Development Topics Meeting on the Division webpage for general viewing
- D.Wong had organised a “Call for Nominations” advertisement to appear in the July issue of “Chemistry in Australia”.

3. FINANCE REPORT

As G.Scollary was unavailable at the time, the Committee agreed to continue the meeting with Item 5 in the Agenda on finance report.

S.Lewis spoke to the General Ledger tabulated in Attachment I (see page 4), which shows a balance of \$48,989.42. In particular, S.Lewis highlighted two items, the CONNECT05 Seed and Profit (\$2154.02) and RACI Symposium (\$2337.66), that were recently debited into the account. S.Lewis also reminded the Committee that an amount of \$4000 to support the 14th

Research and Topics Meeting was yet to be included in the ledger at the time. In his report, S.Lewis mentioned about the Head Office's practice of automatic withdrawal from the Division account to cover the Division representative's expenses in attending the Assembly. This had often caused confusion for the Treasurer without him being informed about the withdrawal. In this respect, the Division agreed that a monthly account should be provided by the Accountant at the Head Office to the Treasurer.

4. PROPOSED BUDGET FOR *IN VINO* 2007

G.Scollary spoke to the Budget of the conference. Please refer to Attachment I in the Agenda.

G.Scollary reported that the budget was so far constructed based on a conservative number of 150 delegates. Support from the Analytical Chemistry Division and Food Chemistry of EUChem would help in promoting the conference. A local organising committee comprising members in Melbourne and Wagga Wagga had been put together. This had included a chemist representing the Interwinery Analysis Group. In addition, an international scientific committee was also in place. The Chair-Elect, N.Barnett, would be the Australian representative in the Presidium of the conference. G.Scollary assured that it was a realistic budget and encouraged members of the Division to support the conference. He further clarified that, while the conference was not requesting any financial support at the time, the organising committee might seek a maximum of \$10,000 float from the Division on a need basis in due course.

The Analytical Chemistry Division endorsed the proposed budget for *In Vino* 2007 and the Division would further seek approval from the Head Office for the conference.

Action: D.Wong is to prepare a letter to the Honorary Secretary of RACI, Ms Jan Hosking, confirming the Division's endorsement of *In Vino* 2007.

5. PROGRESS REPORT FOR THE 18TH ANALYTICAL CHEMISTRY DIVISION CONFERENCE (INTERACT 2006)

None of the organising committee members of Interact 2006 was available at the meeting. On 4 September, the Chair of Interact 2006, O.Chirila, provided a brief report in an electronic mail:

The conference organisation is progressing well. We had more sponsors listed up. All the details of the conference and the Final program are to be printed the next week. The session chairs were invited and confirmed. We have more than 250 registrations at the moment with more to register in the following 3 weeks. All the keynotes and plenary speakers were confirmed again and we organised pick up from the airport for overseas ones.

At this point, it was stressed that the absence of an Analytical Chemistry Division member in the organising committee of Interact 2006 had made communication between the Division and the conference very difficult.

6. REPORT FOR THE 14TH RESEARCH & DEVELOPMENT TOPICS MEETING

N.Barnett reported that he recently toured around the conference venue at University of Wollongong and assured that the organisation of the meeting was progressing satisfactorily.

During discussion, the Division also agreed to N.Barnett's suggestion of increasing the support for the Research and Development Topics Meeting from \$4000 to \$6000, irrespective of the support from the Environmental Division remaining at \$4000.

7. REPORT FROM THE CHAIR

D.Davey informed the Committee that based on the decision of the judging sub-committee (P.Marriott, N.Barnett and D.Davey), the Division Medal 2006 was awarded to Dr Serge Kokot (Queensland University of Technology). The Division would like to congratulate Dr Kokot for the award. As part of the requirement, arrangement would also be made for Dr Kokot to deliver a presentation at Interact 2006.

Action: D.Davey was to prepare a congratulatory letter to Dr S.Kokot, outlining the arrangement for his presentation at Interact 2006.

At this point, D.Davey also reported that the Division had obtained agreement from Emeritus Professor Lloyd Smythe to naming the Division Medal after him for two years. The Division would like to thank P.Haddad for initiating the discussion with Emeritus Professor Smythe. D.Davey stressed that, despite a named medal, all the rules governing the award still apply.

D.Wong informed the Committee that Emeritus Professor Smythe had agreed to attend Interact 2006 and to present the medal to the winner.

D.Davey then spoke to his report from the May Assembly attached in Attachment II (see page 5). In particular, D.Davey invited the Committee to express views on the Constitution and By-Laws of RACI.

8. Early Career Medal

D.Wong spoke to a draft set of rules (see Attachment II in the Agenda) applied to an newly proposed Analytical Chemistry Division Early Career Medal. The draft was recently looked at by a subcommittee consisting of C.Lenahen, N.Porter and D.Wong. During the discussion, it was agreed to amend Rule 3 to

The medal will be awarded for excellence in pure or applied scientific work, which involves substantial analytical chemistry, over a ten-year period of research effort. The work may have been carried out in Australia or elsewhere.

In line with the Division Medal, the Early Career Medal would also be named after a prominent analytical chemist on a minimum two-year basis. It was agreed that the medal would firstly be named after Professor Robert Catrall.

9. Other Business

State Chairs were invited to briefly report activities organised by each group:

- B.Kreiger reported that the Queensland Group was organising a Hitchhiker's Guide to Quality Assurance Symposium. The Group was also considering the concept of a Flow Analysis meeting.
- C.Ng reported that the NSW Group had organised a successful "Chromatography 2006" with some 160 delegates. Two committee members, P.Marriott and P.Haddad, were among the speakers at the meeting.

Some Notes from 20, 21 May 2006 Assembly in Melbourne

Future of Chemistry has been completed and has no outstanding issues.

Publication: Directions in Education, Australia Council for Educational Leaders, Future of Chemistry Vol 14 Number 22 (25 November 2005) Magazine.

UK, USA and Europe - the Future of Chemistry Report has found resonance.

The NSW Government has appointed an independent person to look into the status of Science.

PACIFICHEM – the RACI had a joint booth with Aus J Chem – Interest was shown in the Future of Chemistry report. Links were formed with Canadian and Japanese representatives.

The Strategic Plan will be completed and placed on the website

Finances

RACI is running on a deficit.

32% of Membership Subscriptions allocated to Branches in 2006, yet smaller Branches like NT, TAS, and ACT (SA ?) finding it difficult on their share of the funds so the allocation of money has to be different.

Treasurer to discuss with small branches suggestions on redistribution of Membership Subscriptions. Smaller branches could collectively have a joint Branch Coordinator.

Constitution and By-Laws – It was hoped that the amended Constitution and By-Laws would come to Assembly in November and be passed at special General Meeting at May Assembly in 2007.

Concern raised about the delays in ratification as this will delay the process for 18 months. Changes to the Constitution require 70% of Corporate Members at the AGM to vote on any changes.

Secretary will send out revised Constitution and By-Laws within 2 months and call on Representatives to look at and get back rapidly to enable changes for the AGM. The documents are on the web as downloadable documents.

Chemistry in Australia Management

The magazine has recently completed a survey of members receiving approximately 200 responses. Articles are constantly required and Assembly members were asked to consider submitting articles. The Job Recruitment page in “Chemistry in Australia” is working well and lists approximately 10 positions each month.

RSC/RACI Exchanges. A meeting was held with the RSC on publication issues such as cost, modification, etc. General membership benefits – The RSC concentrates on providing scientific benefits to members.

Reciprocal staff secondments looking at membership procedures with the RACI. A question asked whether Divisions or Branches could fund assist with facilitation. Costs to be defined on exchange for RSC person to come to the RACI.

NICNAS

NICNAS currently running a road show which is a public presentation with day and evening sessions. It is looking to be the equivalent of the TGA for chemicals. Representatives should let their members know when the sessions are on and encourage them to attend the road shows when they are in their area.

Long Standing Legal Issue resolved. Costs awarded to RACI and all legal remedies were exhausted by the plaintiff. The court findings have ensured the RACI has been restored as a good employer.

Science Meets Parliament – Cost was borne by Branches and Divisions to attend the meeting. Argument put that they are representing the RACI generally. Those representing the RACI should get together for a briefing prior to the next Meeting.. Wonderful opportunity for RACI to feed into the Policy making decisions. We should always invite the Politicians to our Conferences as they are a vibrant arena attended by members of all ages.

Professional Conference Organiser

PCO Position set up. It is an opportunity to generate funds. The RACI has a lot of valuable information to share in running conferences. However, it will not be mandatory for Divisions to use the PCO.

Professional Development & Education Officer

Officer appointed. Professional development opportunities in other organizations such as Engineers Australia, The Institute of Architects and the Royal Society of Chemistry have been looked at and the requirements for the equivalent of certified practicing chemist CPC in the RACI examined.

Website Consolidation

The RACI Systems Administrator advised there were two basic components to moving forward: (i) the sitemap; and (ii) the Graphic design. Graphic design will be the main stumbling block, but 6 months to be up and running is realistic. \$10,000 is the approximate cost.

Branch Coordinators Meeting 22nd May

State Branch Coordinators held following the Assembly.

The Next Assembly 18,19 November meeting will be held in Adelaide.

Appendix: RACI Committees

- Chemistry in Australia Management Committee (retain),
- International Relations Committee (retain),
- Qualifications and Accreditation (incorporate CPCChem) (retain),
- History and Archives (retain),
- Investments (retain),
- Nominations (retain),
- Professional Assessment (retain),
- 2010 National Conference (retain),

- Risk and Audit (retain).
- Marketing and Communications. to remain on the Board Agenda and Nov Assembly
- Employment & Emoluments (no one to take up ?),

New committees to be formed:

- a 2010 IUPAC Committee.
- A Working Party be formed to address Financial Projects as they occur.