



## Member Networks Annual Report Form

*Reporting events held in 2018 and those planned for 2019*

In line with the rules for member networks and to enable us to better support our networks and their activities all member networks (Local Sections, Interest Groups and Analytical Division Regions) are asked to complete this form and return it to [networks@rsc.org](mailto:networks@rsc.org) or by post to: Networks Team, Royal Society of Chemistry, Thomas Graham House, Science Park, Milton Road, Cambridge, CB4 0WF.

### Deadlines

Deadline for receipt of Financial Accounts by RSC Finance Team: **8th February 2019**  
Deadline for receipt of Annual Report by Networks Team: **25th February 2019**

If there is any reason that your committee will **not** be able to meet either or both of these deadlines please inform [networks@rsc.org](mailto:networks@rsc.org) as soon as possible.

This report will be uploaded to your web page to share with the members of your network. Staff will also share a digest of all member networks activities taken solely from these annual reports with appropriate staff and governance boards and committees including Division Councils with similar interests.

<b>Committee</b>	Astrophysical Chemistry
<b>Completed by</b>	Prof. dr. Anthony J. H. M. Meijer, FRSC FRAS
<b>Date</b>	Thursday, 28 February 2019

Please list below the dates of all of your planned committee meetings and, if held, AGM.

### **Annual General Meeting (if being held)**

<b>Date</b>	Monday, 24 June 2019
<b>Venue</b>	Queen Mary University London

### **Proposed Committee Meetings Dates**

<b>Date</b>	<b>Venue</b>	
None at the moment.	All business conducted via email.	

## 2018 Events

Please report below on activities undertaken in the past year. Please select the type of event and target audience from the drop-down menus. For example, a workshop for Early Career members can be categorised as “Training/ Workshop” for “Early Career Members”.

The categories are as follows:

### Event Types:

- Award Lecture
- Education Event
- Networking Event
- Outreach Event
- Public Lecture
- Scientific Meeting (half-day, one-day or multi-day)
- Social Event
- Training/ Workshop
- Other

### Audience:

- Academics
- Consultants
- Early Career
- Industrialists
- Members of the public
- Postgraduates & PhD students
- Retired members
- School students
- School teachers
- Technicians & Support staff
- Undergraduates

If you wish to include more detailed information about any particularly successful events or advice to share please do so in the provided space. Please append electronic copies of any meeting reports, newsletters or relevant materials to this report.

For additional events please copy and paste the table and continue as necessary.

<b>Event Name</b>	Annual Meeting
<b>Event Type</b>	Scientific Meeting - Multi-day
<b>Audience</b>	Academics
<b>Start Date</b>	15 January 2018
<b>End Date</b>	16 January 2018
<b>No. Attendees</b>	25-50
<b>Comments</b>	2 Day Meeting with speakers from Europe/UK. Speakers 50:50 Male:Female with an extensive representation from ECRs.

<b>Event Name</b>	Click or tap here to enter text.
<b>Event Type</b>	What kind of event is it?
<b>Audience</b>	Who was the target audience?
<b>Start Date</b>	Click or tap to enter the event start date.
<b>End Date</b>	Click or tap to enter the event end date (if applicable).
<b>No. Attendees</b>	Approx. number of delegates.
<b>Comments</b>	Please include additional information here.

<b>Event Name</b>	Click or tap here to enter text.
<b>Event Type</b>	What kind of event is it?
<b>Audience</b>	Who was the target audience?
<b>Start Date</b>	Click or tap to enter the event start date.
<b>End Date</b>	Click or tap to enter the event end date (if applicable).
<b>No. Attendees</b>	Approx. number of delegates.
<b>Comments</b>	Please include additional information here.

### **Awards and Bursaries**

Please list any awards or bursaries presented by your committee in the past 12 months and indicate any that will be open for nomination/application in the next calendar year.

Please also include information about the application/nomination and selection processes.

Please ensure that **all** members of your network are notified of any awards or bursaries for general application. These notifications can be sent via e-alert through [networks@rsc.org](mailto:networks@rsc.org).

<b>Award</b>	Click or tap here to enter text.
<b>Award Type</b>	What kind of award is it?
<b>Audience</b>	Who is the target audience?
<b>Nomination/ application deadline</b>	When did the Award close for nominations/applications?
<b>Number of nominations/ applications</b>	How many nominations/applications were received?
<b>Award winner(s) and institution(s)</b>	Please provide the name(s) and institution(s) of the winner(s).
<b>Comments</b>	Please include information about the application/nomination and selection processes here.

<b>Award</b>	Click or tap here to enter text.
<b>Award Type</b>	What kind of award is it?
<b>Audience</b>	Who is the target audience?
<b>Nomination/ application deadline</b>	When did the Award close for nominations/applications?
<b>Number of nominations/ applications</b>	How many nominations/applications were received?
<b>Award winner(s) and institution(s)</b>	Please provide the name(s) and institution(s) of the winner(s).
<b>Comments</b>	Please include information about the application/nomination and selection processes here.

<b>Award</b>	Click or tap here to enter text.
<b>Award Type</b>	What kind of award is it?
<b>Audience</b>	Who is the target audience?



<b>Nomination/ application deadline</b>	When did the Award close for nominations/applications?
<b>Number of nominations/ applications</b>	How many nominations/applications were received?
<b>Award winner(s) and institution(s)</b>	Please provide the name(s) and institution(s) of the winner(s).
<b>Comments</b>	Please include information about the application/nomination and selection processes here.

**Other information/comments:**

**Other forms of Recognition provided by your committee:**

### Future Activities

When planning any activities please remember to ensure that all events are logged on our events database and ensure that all contracts are sent to our Legal Team with enough time for amendments and, where necessary, approval by the Board.

Please outline any activities already in planning for the next calendar year. Please include the type of event and the target audience.

For additional events please copy and paste the table and continue as necessary.

<b>Event Name</b>	Future Astrochemistry Space Missions
<b>Event Type</b>	Scientific Meeting - Multi-day
<b>Audience</b>	Academics
<b>Proposed Date</b>	24-25 June 2019
<b>Comments</b>	Includes AGM for this year.

<b>Event Name</b>	IAU S350
<b>Event Type</b>	Scientific Meeting - Multi-day
<b>Audience</b>	Academics
<b>Proposed Date</b>	15-19 April 2019
<b>Comments</b>	This is an IAU symposium on Laboratory Astrochemistry, which the Astrophysical Chemistry Group is supporting through funds and through involvement of members.

### Committee

This information will be used to update our membership database and your web page. Please ensure that any changes to the committee are sent to [networks@rsc.org](mailto:networks@rsc.org) as soon as possible.

<b>Position</b>	<b>Name</b>	<b>Dates on committee (20xx – 20xx)</b>
Chair	Prof. Martin R. S. McCoustra	2016-2020
Secretary	Prof. Anthony J. H. M. Meijer	2015-2020
Treasurer	Prof. Nigel Mason	2010-2019
Ordinary Members	Prof. Wendy Brown Dr. Alessandra Candian Prof. Gary Fuller Dr. Sergio Ioppolo Dr. Izasun Jimenez-Serra Prof. Thomas Millar Prof. Peter Sarre	2015-2019 2017-2020 2016-2019 2016-2019 2016-2019 2016-2019 2015-2019
Chemists' Community Fund Representative (if relevant)	N/A	
Co-opted member(s) and their affiliation(s)	N/A	



## **Diversity & Inclusion**

### **Please ensure this section is completed**

Our trustees are aiming to embed diversity and inclusion in all of our activities and networks. Section 8 of our [online network handbook](#) contains more information to support our networks in achieving this and our Diversity team have [online Guides for Networks](#) that include actions and considerations for committees, and guides for inclusive communications and running inclusive events.

Please comment on how your group is showing that it has embraced Diversity and Inclusion within its practices. If you have diversity data from your events or activities, please include this information above.

Our main event for profiling our interest group to the outside world is our annual meeting, usually held at the beginning of the year or in early summer. The location moves throughout the UK, so that we access a different group of members with each conference. At such meetings, we ensure that the distribution of male to female speakers is as close as possible to 50:50, which we managed in 2018. We also ensure that there is a significant representation of ECRs. The timing is chosen, so that it is generally out-of-term, so that members with extensive teaching obligations are able to attend. Similarly, we avoid school holidays, so that the timing of the meeting does not significantly on the attendance of those with extensive caring responsibilities. Lecture theatres used for our meetings in general will be accessible for those, who need to use wheel chairs.

We aim to have a international committee for the interest group, reflecting the various interests of our members as well the international and collaborative aspect of our subject. At the moment the gender ratio is not 50:50, but we have a year of large turn-over in 2019, which means we will endeavour to rectify that this year.