



## Federation of Analytical Chemistry & Spectroscopy Societies

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### Application for FACSS Membership

Dear Prospective FACSS Member Organization,

On behalf of the Federation of Analytical Chemistry and Spectroscopy Societies (FACSS) it is my pleasure to provide to you information on the application process for membership as a Member Society of FACSS. I would like to thank you and the organization that you represent for considering joining FACSS.

If, after receiving this letter, you have questions about any of the information provided or requested of your organization, please do not hesitate to contact either myself, or the alternative FACSS / SciX officer identified directly below.

Sincerely yours,

Ian R. Lewis

Governing Board Chair 2012-2013



## Background

In 1972, the Federation of Analytical Chemistry and Spectroscopy Societies (FACSS) was incorporated as a Federation of member organizations for the exchange of ideas at the forefront of analytical sciences. Over the last forty years FACSS has maintained five critical objectives to realize the Federation's goals; these are, a. Education and Training, b. Advance Knowledge, c. Advance Technology, d. Social & Professional Peer Networking, and e. Promote / Enable Interests of Member Organizations.

There are 11 current Member Societies and these are the AES Electrophoresis Society, the American Chemical Society (ACS) Analytical Division, American Society for Mass Spectrometry (ASMS), the Association of Analytical Chemistry (ANACHEM), the Coblenz Society, the International Society for Automation (ISA) – Analysis Division, the North American Society for Laser Induced Breakdown Spectroscopy (NASLIBS), the Royal Society of Chemistry (RSC) Analytical Division, the Society for Applied Spectroscopy (SAS), the Spectroscopical Society of Japan (SpSJ), and the Infrared and Raman Discussion Group (IRDG).

For 38 years, from 1974 until 2011, FACSS has organized an annual North American meeting referred to as the FACSS conference. At the 2011 meeting in Reno, NV, FACSS announced that future meetings would be named as “SciX – The Great SCientific eXchange, presented by FACSS”. The inaugural SciX meeting was held in Kansas City, MO in 2012. Further details on FACSS, past conferences and the SciX conference can be found at [www.facss.org](http://www.facss.org) and [www.scixconference.org](http://www.scixconference.org).

## Application Packet from FACSS

In this application packet you will find enclosed a list of the executive committee of FACSS, appropriate FACSS/SciX Officers, and current contact details for the FACSS International office. A copy of the current FACSS By-Laws (pdf file) is available as a separate download from the FACSS website. Please note that the By-Laws available on the website are accurate at the time of writing this letter. Periodic updates to reflect changes are made by vote of the Governing Board at either the spring or fall Governing Board Meeting.

As prescribed by the FACSS By-Laws, an application for membership will be reviewed at the next FACSS Governing Board Meeting (held in the spring at Pittcon or in the fall at the SciX conference) if received more than 30 days prior to the Governing Board Meeting. If



an application is received after that deadline then the application will be reviewed at the next following Governing Board Meeting. For consideration at the Autumn/Fall Governing Board Meeting I am asking that your application be received at the FACSS International Office on or before August 25<sup>th</sup> prior to SciX. For consideration at the Spring Governing Board Meeting I am asking that your application be received at the FACSS International Office on or before January 25<sup>th</sup> prior to Pittcon. Upon receipt of your application information, FACSS will contact you with the time of the Governing Board meeting where your Society's application will be reviewed and voted upon. You will be invited to attend the whole Governing Board meeting, will be given an opportunity to present your application to the Board and answer questions posed by Board members.

Finally it should be noted that all applications for membership received will be reviewed by the FACSS Governing Board, which comprises the officers of FACSS & SciX and the delegates of the current Member Societies. FACSS warrants that each application will be reviewed by the FACSS Governing Board however the organization applying for membership should understand that application acceptance is not automatic.

#### ByLaws:

One other point of note which is addressed in the current ByLaws regards FACSS budget surpluses. Associate Member Societies (organizations) may not vote on surplus allocations for meetings. Full Member Societies can only become recipients of allocation funds in years where they are already a full member at the start of the Fall GB meeting of the year preceding the FACSS budget surplus.

#### Response from the organization applying for membership in FACSS

An application for membership in FACSS should include the requested documentation and responses to the points listed in this section.

#### **Potential Member to provide**

##### 1. Letter of Intent

Including

- Why does the potential member organization wish to join FACSS,
- What goals does the organization hope to accomplish by joining FACSS



- Does the new organization have an existing relationship / affiliation with an existing Member Society? If so provide details.
  - When does the organization request Membership Application review of the FACSS GB – if different than the next FACSS Governing Board meeting.
  - Is the organization requesting FAST-track membership
    - Decision will be at the FACSS Governing Board's sole discretion. FAST-track membership is only available to organizations with a past history with FACSS.
  - If the application is successful, when would the organization like to join - immediately upon approval of the FACSS Governing Board or a specific date post approval,
  - Who will be the Society's initial FACSS Governing Board delegate for the next two years.
2. A brief history of the organization and other meeting(s) that it is associated with.
  3. Copy of IRS 503c not-for-profit tax status or equivalent
  4. Copy of organization's By-Laws
  5. List of Officers with Contact details
  6. Statement of financial solvency
  7. Declaration of on-going legal proceedings (if any)
  8. Statement of indemnification of FACSS against any legal action taken against an individual organization.

## Contact Information for FACSS 2013 Executive Committee and 2013/2014 SciX Conferences.

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