

VI-F-Newsletter Editor-SciX 2017

Newsletter Editor's Report: Xiaoyun (Shawn) Chen

August 2017

The Newsletter committee has been composed of three members for the first 5 months of 2017 with Xiaoyun (Shawn) Chen as the Chair and Luisa Profeta and Chad Atkins as the two members. Rachel Masyuko and Mark Mabry joined the committee in June. We continue to strive to create an accurate and timely newsletter that is relevant to the SAS membership. Based on the feedback from EC that some SAS members would like to see more personal touch in the Newsletter content, this committee has responded by including more member profiles and interviews.

Electronic Issue Date (Website timeline)	Important News
August 2017	The 9th International Conference on Advanced Vibrational Spectroscopy (ICAVS) report, and 2017 SAS Election
July 2017	Richmond receives ACS Highest Honor; Diane Parry Receives FACSS Distinguished Service Award; Announcement of new Newsletter committee members
June 2017	Report on SPIE.DCS (Defense and Commercial Sensing), and STEM Education Benefits from Accessible Spectroscopy Tools
May 2017	Two great lectures on the history of IR and Raman spectroscopy; Interview with Peter Griffiths
April 2017	SAS-sponsored Sessions at PITTCO in Chicago and various PITTCO-related reports
March 2017	SAS President's Remark; Interview with Regan Silvestri; highlights of The Coblenz Society
February 201	Readers' feedback and response to January Newsletter question;
January 2017	New Newsletter Editor announcement; Weird Science® on Fuels and Energy; A View on Startups from a Hardware Engineer; 4. Interview with Brian Perry

There are no direct expenses for the Newsletter in this term.

This report excerpts the Bylaws (12-14) for the Newsletter. The EC should find that the Newsletter continues to fulfill and function within its guidelines. We need to acknowledge the significant efforts of Kristin MacDonald, Bill Cunningham in maintaining the schedule and dealing with last-minute changes. Without their help, the Newsletter would not be as timely or polished.

Bylaws (12-14) mentioning "Newsletter"

The excerpts are taken from the bylaws revision from Dec. 2014 and the content is identical to that found on August 1, 2016.

Article I: Section 6

The SPONSORING MEMBER levels and benefits will be published on the SAS website and in the SAS newsletter. The sponsoring member benefits will be reviewed, at a minimum, annually by either/or the EC and GB. The approved benefits will be published within 2 months of approval and remain in effect until the next publication of a change in said benefits.

Article II: Section 4

Nominations for the 10 AT-LARGE GOVERNING BOARD MEMBERS may come from the Nominating Committee, any Regional Section, any Technical Section, or in an open nomination call through the Newsletter and/or written communication with the membership. The list of nominees will be submitted through the Nominating Committee.

Article X: Section 1

NEWSLETTER. The NEWSLETTER EDITOR is an appointed position serving a three (3) year term. The Newsletter Editor shall:

1. be responsible for the regular publication of the Newsletter.
2. provide written reports of Newsletter activity at the physical meetings of the Executive Committee.
3. provide a financial update on the Newsletter budget and expenses in the prior mentioned written report.
4. make recommendations in the prior mentioned written report to the Executive Committee for improvement to the Newsletter format, technology platforms, and Newsletter operation.
5. The Newsletter Editor's duties shall include, but not be limited to, chairing the Newsletter committee, the publication of the Society news, items of interest to the membership, personal notes concerning members, and Governing Board business. The Newsletter is the official document where the Governing Board minutes are published.
6. The Newsletter Editor may recommend appointment of a paid editorial staff to assist him/her. Appointment request will be reviewed and if acceptable approved by the Executive Committee.
7. The Newsletter Editor may appoint a volunteer (unpaid) editorial staff to assist him/her. Appointment shall require a letter signed by the volunteer and the Newsletter Editor including the length of appointment and acknowledging the unpaid nature of the appointment. The appointment will come into effect only after the letter has been received at the Society Office by the Executive Director or Executive Director's representative.

Article X: Section 2

1. approve the publication of Society News which the Editor deems is suitable for inclusion in the Journal. News which the Editor considers unsuitable for the Journal shall be referred to the Newsletter Editor for consideration in the Newsletter and the Publicity Committee for consideration for publication in the Society's social media outlets.

Article XV: Section 1

STANDING COMMITTEES. The standing committees of the Society are: Awards, Constitution and Bylaws, Fellows, Regional, Student and Technical Section Affairs, Long Range Planning, Membership, Newsletter, Website, Nominating, Publications, Publicity, Tellers, Tour

Speakers, Applied Spectroscopy William F. Meggers Award, Lester W. Strock Award, and Lippincott Award.

Article XV: Section 2

STRUCTURE OF STANDING COMMITTEES. Each standing committee shall have a chair, a past-chair, and a chair-elect, unless otherwise specified in the Bylaws. All appointments shall begin March 1, except as stated in the Bylaws. Except where otherwise stated in the Bylaws, the chair-elect shall be selected by the President-Elect and all other committee members shall be selected by the President. In committees where there is a chair-elect, he/she shall automatically succeed the chair at the end of his/her term. If a vacancy occurs in the office of chair or chair-elect, the President will appoint a successor. At the discretion of the President, and with approval of the Executive Committee, any of the standing committees may be increased in number of members. Committee appointments may be terminated at any time by majority vote of the Executive Committee on recommendation of the President.

Article XV: Section 3

COMMITTEE REPORTS. Each committee chair shall submit a written report of committee activities and recommendations to the Executive Director at least 30 days prior to each regularly scheduled Executive Committee or Governing Board meeting for distribution in advance of the meeting except as noted below. The chair of the Standing Committee, as noted in Section 2 above, will be responsible for ensuring that the Committee report is provided to the Executive Director and all committee members by the deadline.

Article XV: Section 13

PUBLICATIONS COMMITTEE. This committee shall consist of a total of at least five (5) members. The chair-elect is appointed for a three (3) year term (as chair-elect for one year, chair for one year, and past-chair for one year). Membership of the committee shall include the Editor-in-Chief and Editor of each journal. Every other year one other member is appointed for a two (2) year term. This committee shall:

- (a) serve in an advisory capacity to the Editor-in-Chief of the Journal(s), the Newsletter Editor(s), and the Executive Director regarding the Journal(s), the Newsletter(s), and other publications undertaken by the Society.
- (b) review applications for the position of Editor-in-Chief of the Journal(s) and Newsletter Editor(s), when these positions need to be filled, and forward recommendations first to the Executive Committee and then to the Governing Board for approval.

Article XV: Section 14

PUBLICITY COMMITTEE. This committee shall consist of a total of five (5) members. The chair-elect is appointed for a three (3) year term (as chair-elect, chair, and past-chair). Each year one other member is appointed for a two (2) year term. This committee shall assist the Web Editor, the Newsletter Editor, the Membership committee chair, and Executive Director in making known the activities and objectives of the Society through the appropriate channels, including social media sites, and assisting Regional, Student, and Technical Sections in these matters as requested.

Article XV: Section 17

NEWSLETTER COMMITTEE. This committee shall be chaired by the Newsletter editor, who is appointed as given in Article X, Section 1 of the Bylaws. The committee has two additional members who are appointed for two year terms in alternating years. This committee shall:

1. compose a Society newsletter on a regular basis with items of interest to Society members.

2. provide content for layout by the Society Office.
3. recommend updates on the layout and distribution mechanism for the Newsletter to the Executive Director for discussion with the Executive Committee.