



Minutes

Date: Tuesday, 09 May 2017
Time: 5 pm
Venue: Teleconferencing

Present: Greg Anderson, Michael Pankhurst, Joe Yip, Richard Carroll, Kathy Mountjoy, Ryan Paul

Apologies: Chris McMahon, Stephen Bunn, Stella Milsom, Sussanah O'Sullivan

Approve Minutes of previous meeting: Accepted

Matters arising from Minutes dated 24 March 2017:

- Life membership guidelines (Discussed in item #2):
- Check on membership expiry and reminder system (Discussed in item #3)
- Stella to send an email of appreciation to Joey thanking for effort to participate in the Community Mental Health Educational Day in Nov 2016 (Acknowledged)
- Increasing the amount of award for the MediRay Best Student Speaker Award (Discussed in item #4)

Incoming Correspondence:

1. **04 April 2017** *Prof Ian Reid, University of Auckland*
Receipt of nomination of Prof Jillian Cornish for 2017 Nancy Sirett Award
2. **11 April 2017** *Dr Andrew Cleland, Chief Executive, RSNZ*
Requesting for comment on a draft for Code of Professional Standards and Ethics for mentoring practice in New Zealand as part of the RSNZ Early Career Researcher group – due 26 April 2017. (*See appended*)
3. **12 April 2017** *Dr Ryan Paul, Waikato District Healthboard*
Receipt of nomination of Dr Chris McMahon for 2017 Nancy Sirett Award
4. **20 April 2017** *Gill Sutherland, Director-academy operation, RSNZ*
2017 Royal Society Te Aparangi Council election. Call for voting from Constituent Organisations. Candidates info are attached in appendix. Closing on 10 May 2017 (*See appended*) – *We decided not to participate since we are unable to meaningfully endorse any of the nominees*
Link to register for voting:
<https://electionroyalsociety.nz/index.php/survey/index/sid/461381/token/XklykoWF4cIafGh/lang/en/newtest/Y>

Outgoing Correspondence:

27 March 2017 Greg Anderson to *Ralph, son of Prof David Stewart*. Expressing our belated but heartfelt condolences on the passing of Prof David Stewart, late last year and acknowledged his significant contribution to our society and the endocrinology field.

Greg will send an email to all NZSE members (Action required)

27 March 2017 Greg Anderson to *Ian Reid*: acknowledged the receipt of Nancy Sirett Award

12 April 2017 Greg Anderson to *Ryan Paul*: acknowledged the receipt of Nancy Sirett Award

8 May 2017 Greg Anderson to *Justin Dean, MedSci programme organising committee chair*, requesting a free evening in the MedSci programme so we can hold an NZSE dinner, and a registration differential for NZSE/PSNZ members that exceeds the annual membership costs of these societies so that lapsed members are prompted to rejoin.

Items:

1. 2017 Nancy Sirett award nominations (see separate email attachment)
 - This is a premier award to recognise member for his/her contribution toward endocrine field in New Zealand and New Zealand Society of Endocrinology.
 - Two nominees were nominated for MedSci 2017; Prof Jillian Cornish and Dr Christopher McMahon. Chris McMahon was voted to receive the award (4 votes to 3).
 - **Action required:** Greg will email Jill to inform her the outcome and welcome her to the society.

2. Life membership guidelines:
A webpage stating the criteria and requirement for life membership should be created on NZSE website. Reference on Endocrine Society of Australia:
<https://www.endocrinesociety.org.au/life-members.asp>

Action required: Greg will propose requirements for becoming a life member to be circulated to the exec and discussed in future meeting.

3. Check on membership expiry and reminder system:
Andrea from Sizzle Site has confirmed that there were 5 reminder emails sent out every year; 1) few weeks prior to expiry, 2) as soon as it is expired and 3) monthly from January to March.
 - The email list requires clearing where all expired members up to a certain period of time will be removed from the list

- A final email from the president reminding the expired members prior clearing the list may help to prompt subscription renewals (Greg to do this - **Action required**)
4. Increasing the amount of award for the MediRay Best Student Speaker Award:
 - All of the exec agreed an amount of NZ\$500 to be remained. To our knowledge, the amount awarded is the highest compared to other societies offered.
 - Instead, Kathy suggested to either create new awards or more money to be incorporated into travel awards for committed members.
 5. Approach to attract more members:
 - A more significant discount to the MedSci (and Clinical Meeting) registration fees should be applied to NZSE members.
 - An online registration for MedSci Congress with an option to join NZSE should be created. (Greg to discuss with the MedSci organisers at MedSci AGM).

Treasurer’s Report:

Account balances:

Business account: \$18,405.20

Term deposit 1: \$40,000.00

Term deposit 2: \$12,318.90

Term deposit 3: \$21,544.81

Transactions since last meeting:

Outgoing: Reimbursement to Michael Pankhurst: ISE Membership dues \$133.37

Incoming:

New Member applications: 2

1. **Prof Jill Cornish**, Academic, University of Auckland (accepted)
2. **Dr Onur Duygu**, General Practitioner, Kent Hospital, Turkey (rejected)

Full members: Current: 41 paid, 48 “expired” (Previous meeting: 38 paid, 51 “expired”)
Student members: Current: 1 paid, 39 “expired” (Previous meeting: 1paid, 39 “expired”)
Life Members: 4

Other Business: None

Meeting closed: 5.30pm

Next Meeting: 16 June 2017

Code of Professional Standards and Ethics for mentoring practice in New Zealand

Kia ora e hoa mā

Under its Act the Society has functions to “to provide infrastructure and other support for the professional needs and development of scientists, technologists, and humanities scholars” and to “to establish and administer for members a code of professional standards and ethics in science, technology, and the humanities”. I write to update you on two recent activities in these contexts.

Firstly, through an initiative of our Early Career Researcher group to support the professional needs of researchers, a working group of Fellows and early career researchers has been developing guidelines for mentoring in the Aotearoa New Zealand research community. Their draft is attached and is open for comment. In brief, the group have recognised that whilst some large organisations have internal mentoring guidelines, and whilst there is much general international literature, there is a significant gap which they have sought to fill. Their proposal endeavours to set out mentoring practices that are inclusive of all parts of the New Zealand research community. Having worked personally with this group during their discussions, I am very excited by what they have developed – it has a different look and feel to the sorts of outputs the Society has historically created, and in my view is all the richer for that. If your organisation does have guidelines of your own we would hope that you find there is complementarity. The intention of the Society is to publish these guidelines on our website as a point of reference which anyone can use voluntarily. The Early Career Researcher group intend to hold a programme of activities around mentoring later in the year. If you do wish to comment, please do so to info@royalsociety.org.nz by 26 April 2017. Note that further reference material is to be added.

Our Code of Professional Standards and Ethics is enforceable against our Fellows and members, but is also regarded by government as the baseline standard in New Zealand for good research practice; thus there is a tacit expectation that all publicly funded research should conform with it. For example, adherence to the standards in the Code is a long-established condition of contract for the Marsden Fund. We have had some working groups thinking about its modernisation, and we hope to be able to consult on possible changes later in 2017. Much of the work can be described as repackaging, but two big areas where re-development is needed are Māori research and engaging with Māori communities, plus the management of data. At this stage, we have a working group focussing on Māori research and engaging with Māori communities, and once we have some working proposals from them consultation will commence. This note is by way of early warning to you that you can expect to be consulted at a later time.

Finally, I wish to give early warning that the Guidelines for Public Engagement by Researchers, Scholars and Scientists are scheduled for review in 2018 after the completion of the review of the Code.

If any matter raised in this email is of interest or concern I would be delighted to discuss further with you.

Ngā mihi nui

Andrew

2017 Royal Society Te Aparangi Council Election

Good afternoon all Constituent Organisations

This email is giving you early information on the 2017 Royal Society Te Apārangi Council election process that is about to get under way.

I have now set up the relevant documentation for voting to take place and normally you would simply access all the relevant candidate information on the website. However, there are still a few issues with the new website and it will not be up and running until tomorrow or possibly Monday. The closing date for voting will be **10 May so** I am giving you a heads up about the election for the Constituent Organisation representative. Please see the attached for information about the two candidates.

All financial Constituent Organisations of the Society from **all** Electoral Colleges are eligible to vote for the Constituent Organisation position.

Because organisations need to be paid up members to exercise their voting rights, and this year's invoices cover an 18-month period, we advised at the time on invoicing that we are allowing fees to be paid in two instalments, 50% by 31 March 2017 and 50% by 31 March 2018. So as long as your organisation has paid 50% of its subscription to date it is eligible for voting.

All financial Constituent Organisations of the Society from the Physical Sciences, Mathematical Sciences, Technology and Engineering Electoral Colleges are also eligible to vote for the Vice President (Physical Sciences, Mathematical Sciences, Technology and Engineering) position. Please see the attached for information about the two candidates for the Vice President position.

Constituent Organisations are entitled to a distribution of votes for each position according to their membership numbers as set out in the Procedures and Schedules to the General Rules of the Society (Rule 2.9.3). See <http://royalsociety.org.nz/organisation/about/general-rules/>

Please contact me if you have any queries.

Kind regards

Gill Sutherland
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