

WHERE SCIENCE MEETS BUSINESS

MEMBERSHIP COMMITTEE TERMS OF REFERENCE

SCI/XX176

1. ADVISORY ROLE

The Membership Sub-Committee will inform and advise the Board of Trustees on:

- Ways of attracting, interacting with and retaining members.
- Ways and means of enhancing the value of SCI membership.
- Proposals for worthy recipients of the Lampitt Medal and Distinguished Service Awards.
- Proposals for Honorary and Life Members.

2. DELEGATED RESPONSIBILITIES

- Working with the Executive to determine the most effective means of gathering information from members.
- Working with the Executive to conduct regular surveys of SCI members, seeking information that will ultimately enhance the value in becoming and remaining a member of SCI.
- Reviewing the information gathered from members and informing and advising the Board of Trustees accordingly.
- Subject to agreement by the Board of Trustees and the availability of necessary resources, researching and developing particular ideas or issues emanating from member interactions to be able to fully inform any subsequent decisions by the Board.
- Working with the Executive to organise annual calls for nominations for the Lampitt Medal and Distinguished Service Awards, short-listing and selecting candidates to receive these awards.

3. REPORTING

Minutes of the committee will be presented to the Board of Trustees within three weeks after each meeting, within reason. Additional oral and written reports will be given as necessary. The Membership Committee may help organise events or work with the Executive team to publish documents for wider SCI circulation to showcase SCI aims, achievements or activities when appropriate.