

Professor Jim McDonald
University of Strathclyde
McCance Building
16 Richmond Street
GLASGOW
G1 1XQ

From the President Paul Nurse

22 April 2013
Our ref: HOOKE/04-13

Dear Professor McDonald

→ *Dave Lill*
for action

Call for proposals – Royal Society scientific meetings

I am writing to you to seek your help in soliciting proposals for the Society's programme of scientific meetings. It presents an exceptional opportunity for UK scientists who demonstrate scientific leadership and vision to run an interdisciplinary international two-day conference as part of the calendar of the Royal Society, the UK's national academy of science. We are inviting proposals for two types of meeting:

- **Royal Society scientific discussion meetings**
- **Royal Society Theo Murphy international scientific meetings**

You may have noticed that we are now launching the call for proposals twice a year to allow for a greater breadth of meetings which can be scheduled short-term or long-term depending on the topic or subject area. We hope that with two separate proposals a year we will be able to deliver the same high-quality meetings but with a greater variety of time-scales.

The Royal Society holds up to ten of each of these two-day scientific meetings each year, with experts in respective fields invited to present on the latest developments in the subject and to stimulate discussion among those attending. Interdisciplinary subjects are especially appropriate to the Society's programme and suggestions for subjects with economic and social implications are welcomed. These meetings are intended to be pivotal events of lasting significance; a chance for leading and emerging scientists to examine current and future issues surrounding novel, dynamic, innovative and exciting areas of science, engineering and technology.

Discussion meetings are ideal for 200-300 participants and take place at the Royal Society's prestigious building in central London; Theo Murphy international scientific meetings are ideal for 60-100 participants and are held at the magnificent Royal Society at Chicheley Hall, home of the Kavli Royal Society International Centre, in Buckinghamshire, which has accommodation available on-site.

Any UK scientist or engineer is eligible to submit a proposal. Successful proposers will be the scientific organiser of the meeting, and the Royal Society staff will handle all the administration of the meeting, enabling the organiser to ensure the quality of the science presented is of the highest possible calibre.

I would strongly encourage you to submit a proposal and/or let colleagues in your department know of this great opportunity to bring together the internationally leading scientists in their area of research.



President Sir Paul Nurse
Executive Director Dr Julie Maxton

Founded in 1660, the Royal Society is the independent scientific academy of the UK, dedicated to promoting excellence in science.

Registered Charity No 207043

Further details on the proposals process, including the proposal form, can be found at royalsociety.org/scientists. If you have any queries not covered by the website please do call the Society on 020 7451 2581 or 01234 868665 or email hooke.proposals@royalsociety.org.

Yours sincerely

Paul Nurse

Paul Nurse

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president@royalsociety.org

A meeting of minds



CONNECT, INFLUENCE AND INSPIRE

CALL FOR PROPOSALS

Be part of the Royal Society's annual calendar of scientific meetings

The Royal Society is seeking proposals for its forthcoming programme of scientific meetings. We offer an exceptional opportunity for UK scientists to present an interdisciplinary international two-day conference as part of the 2013 – 2015 calendar of the Royal Society, the UK's national academy of science.

These meetings are intended to be pivotal events of lasting significance; a chance for leading and emerging scientists to examine current and future issues surrounding novel, dynamic, innovative and exciting areas of science, engineering and technology. All discussion meetings and the majority of Theo Murphy meetings are subsequently published in a dedicated issue of the journal *Philosophical Transactions of the Royal Society*.



Royal Society scientific discussion meetings

- Held at the Royal Society, Carlton House Terrace, London.
- Ideal for 200 – 300 participants.
- Offers the opportunity to bring together a large number of scientists from different areas.
- Prestigious central London location, easily accessible by train from each of London's five airports.
- Option of a satellite meeting (held at the Royal Society at Chicheley Hall, home of the Kavli Royal Society International Centre).



Royal Society Theo Murphy international scientific meetings

- Held at the Royal Society at Chicheley Hall, home of the Kavli Royal Society International Centre, Buckinghamshire.
- Ideal for 60 – 100 participants.
- Tranquil retreat encourages intense discussion and networking.
- Stunning Georgian house and grounds, within easy reach of Junction 14 of M1, all London airports, Eurostar, Bedford and Milton Keynes stations.

For further details and an online proposal form, visit royalsociety.org/scientific-meetings

THE
ROYAL
SOCIETY

What does the scientific organiser do?

- Provides the scientific theme and develops the overall objectives of the meeting.
- Selects and approaches speakers and chairs and briefs them on required scientific focus.
- Acts as editor and referee for a volume of Philosophical Transactions of the Royal Society, and ensures adherence to a strict publication schedule leading to publication within five to seven months of the meeting, where meeting is published.
- Provides and advises routes for publicity.

What does the Royal Society do?

- Provides the venue, facilities and catering.
- Allocates an Events Officer to provide full administrative support to include: liaison with speakers regarding abstracts and travel arrangements; coordination of expense claims; preparation of all materials for meeting; on-site support.
- Contributes to travel and subsistence expenses for organisers, speakers and chairs.
- Where applicable, publishes a volume of Philosophical Transactions of the Royal Society dedicated to the meeting.

Further guidance notes are available at royalsociety.org/scientific-meetings

For any other queries, email hooke.proposals@royalsociety.org

Closing date for completed proposals is Friday 31 May 2013



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Frequently asked questions

- Q Do you have to be a Fellow of the Royal Society to submit a proposal?**
A No. Any UK scientist or engineer is eligible to submit a proposal. At least one of the organisers must be either a UK national (but not necessarily currently resident in the UK) or a UK based scientist (resident in the UK, any nationality).
- Q How much does it cost?**
A The Society covers the cost of administration; accommodation for speakers, organisers, and chairs; printing of programmes; flyers and limited advertising. A substantial contribution is made towards travel expenses for all speakers, chairs and organisers, based on the distance to be travelled to the meeting. The meetings are free for participants to attend, except for any catering or accommodation required.
- Q Which type of meeting should I submit a proposal for?**
A The two kinds of meeting are very different and you should carefully consider the nature of the discussions you wish to generate and the desired audience for your meeting. You can express a preference for venue or ask that your meeting be considered for both locations; however the final decision rests with the Hooke Committee.
- Q If successful, when will the meeting take place?**
A There is the opportunity to express a preferred date for your meeting on the proposal form, however final allocation of dates is subject to availability at the Royal Society.
- The Royal Society at Chicheley Hall,
Home of the Kavli Royal Society International Centre,
Chicheley Hall, Buckinghamshire MK16 9JJ
T +44 20 7451 2500 (London)
T +44 1234 868 665 (Buckinghamshire)
E hooke.proposals@royalsociety.org
The brain of mathematician and astronomer
Carl Friedrich Gauss FRS (1777 – 1855) from *The Brain as an organ of mind*, by H. Charlton Bastian FRS, 1880.

A meeting of minds

CONNECT, INFLUENCE AND INSPIRE

CALL FOR PROPOSALS

The Royal Society is inviting outstanding, interdisciplinary proposals for our forthcoming programme of scientific meetings.

Our calendar of meetings covers all areas of science, engineering and technology, and we encourage academia and industry to present innovative leading edge science for discussion and advancement.

For further details, visit royalsociety.org/scientific-meetings

Closing date for proposals is Friday 31 May 2013

"[the meeting was] a real landmark in progress forward. One we will all remember."

Professor Bill Martin,
Heinrich Heine University,
Organiser of *Energy transduction and genome function – an evolutionary synthesis* discussion meeting, 2012.

"It was a very pleasant environment permitting a relaxed meeting. Having plenty of time for discussion was much appreciated by the participants."

Professor Paul O'Brien,
University of Leicester,
Organiser of *New windows on transients across the Universe* discussion meeting, 2012.

"The experience/wisdom of the in-house team makes the meeting organisation a pleasurable duty."

Professor Ian Robinson,
University College London,
Organiser of *Taking X-ray phase contrast imaging into mainstream applications* discussion meeting, 2013.

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