



MATERIALS RESEARCH SOCIETY

Advancing materials. Improving the quality of life.

5.1.3: MRS Endorsement and Co-Sponsorship of Meetings

Purpose: To provide guidance to the Meetings Committee for determining when an MRS endorsement or co-sponsorship of an outside meeting is appropriate .

PURPOSE:

The Materials Research Society recognizes that a thriving international network of professional communication is critical to ensuring rapid advancement in interdisciplinary materials research. Toward this end, MRS welcomes the opportunity to cooperate with other technical societies and organizations in co-sponsorships or endorsements of their events and cooperate with other technical societies and organizations in co-sponsorships or endorsements of technical symposia.

Generally, MRS will consider co-sponsorship or endorsement of a meeting if the topic is of high interest to a significant subset of MRS members and does not conflict with MRS policies and events. MRS prefers to co-sponsor or endorse specific topical meetings, workshops or symposia, rather than general multi-topical conferences. Any meeting or workshop endorsed or sponsored by MRS should be complementary to other MRS events, including Spring/Fall meetings and other MRS meetings and workshops. Complementarity includes both timing and scope.

“Endorsement” is an official recommendation to MRS members, but without active MRS involvement in the programming. MRS maintains no financial or operational interest in such programming and assumes no liability with regard to endorsed meetings.

“Co-sponsorship” is a stronger form of cooperation, in which an MRS appointee is directly and actively involved in program development. Any meeting or workshop sponsored by MRS should advance one or more objectives of the MRS Meetings Initiative and/or Society objectives. Co-sponsored meetings may or may not also have MRS operational or financial involvement. Any involvement requiring expending MRS labor or finances requires the approval of the MRS Meetings Committee and/or the MRS Board of Directors.

PROCESS:

In order to have an event considered for either co-sponsorship or endorsement, a Meeting Application Form (MAF) must be submitted to the Director of Meeting Activities.

ENDORSEMENTS

MRS may officially endorse technical or educational meetings of other groups which are not held as part of the MRS general meetings if the criteria below are met. The administration of the endorsements is the responsibility of the Meetings Committee, and special exceptions may be made as determined by the Chair of the committee.

1. Endorsement is consistent with MRS objectives.

2. Organizers and speakers are recognized leaders in the field.
3. Attendance at prior meetings or workshops met organizers' goals.
4. Prior experience of the endorsements working group with the meeting and/or organizers is indicative of a quality meeting.
5. The topic of the meeting would be of interest to a significant number of MRS members, even if the topic would not be suitable for inclusion in an MRS general meeting.
6. MRS will be allowed to distribute literature and publicity at this meeting.
7. The meeting organizers agree that MRS will have no financial exposure from this meeting or its endorsement.
8. All meeting announcements must prominently recognize MRS endorsement with the "MRS Endorsed Meeting" logo, provided by MRS.
9. MRS must be given a copy of the registration list following the meeting.
10. The terms and conditions of the endorsement are contained in a written letter of agreement signed by the MRS Director of Meeting Activities and a recognized representative of the endorsed meeting.

EXPECTED BENEFITS TO ORGANIZERS OF ENDORSED MEETINGS:

1. Access to MRS member and marketing lists related to the meeting topic as deemed appropriate by MRS. These lists shall be rented at the standard fee.
2. A brief (two- to three-paragraph) description of the meeting in one issue of the *MRS Bulletin*.
3. Listing in the *MRS Bulletin* Technical Events calendar and on the MRS website calendar with an indication that it is officially endorsed.

EXPECTED BENEFITS TO MRS:

1. Building good relationships with other groups.
2. Service to MRS membership by informing them of these meetings.
3. Good PR for MRS.

CO-SPONSORSHIPS

MRS may officially co-sponsor technical or educational meetings of other groups if the criteria below are met. Although initial discussions regarding co-sponsorships may begin with the Presidential Line, the Board of Directors, or other MRS representatives, the administration of the co-sponsorships is the responsibility of the Meetings Committee.

1. Co-sponsorship is consistent with MRS objectives.
2. Organizers and speakers are recognized leaders in the field.
3. Attendance at prior meetings or workshops met organizers' goals.
4. Prior experience of the endorsements working group with the meeting and/or organizers is indicative of a quality meeting.
5. The meeting would be of interest to a significant number of MRS members.
6. MRS will be allowed to distribute literature and publicity at the meeting.
7. All meeting announcements must prominently recognize MRS endorsement with the "MRS Co-Sponsored" logo, provided by MRS.
8. MRS must be given a copy of the registration list following the meeting.
9. The terms and conditions of the co-sponsorship are contained in a written letter of agreement signed by the MRS Director of Meeting Activities or another official representative of MRS, and a recognized representative of the co-sponsoring organization.

EXPECTED MUTUAL BENEFITS OF CO-SPONSORED MEETINGS:

1. Establishing good relations with other groups with similar values and interests.
2. Sharing member and marketing lists.
3. A brief (two to three paragraph) description of the meeting in one issue of the *MRS Bulletin*.
4. Listing in the *MRS Bulletin* Technical Events calendar and on the MRS website calendar with an indication that it is a co-sponsored meeting.
5. Service to MRS membership and worldwide research community by informing them of these meetings.

NOTIFICATION:

Following a decision of the Meeting Committee, ideally within three to four weeks of request receipt, organizations will be informed of the decision as soon as possible, and a Letter of Agreement covering details will be sent to the primary contact for approved events.

Deliverables: N/A; Review policy every three years or as needed

Who: Secretary/OpsCom

When: At least 8 weeks before the Board meeting at which amendments should be considered.

To: GovCom

Policy first adopted: 8/25/14

Last modified:

Last reviewed: Mar 2018

Enacting Legislation: B:2014:43

Policy created by: Meetings Committee Chair/Director of Meeting Activities

Party responsible for this policy: Meetings Committee Chair/Director of Meeting Activities