



UNITED STATES GOVERNMENT
MEMORANDUM

DIVISION OF CHEMISTRY

Date: 1 November 2016
From: Deputy Division Director, Division of Chemistry (CHE)
Subject: **Diversity and Conflict-of-Interest Report for the Division of Chemistry FY 2016 Committee of Visitors**
To: Assistant Director, MPS

The Division of Chemistry held its triennial COV on 11-12 May 2016. The COV comprised 28 members of the research and education community in chemistry. These individuals were chosen for their scientific expertise and their breadth of understanding of issues impacting research and education in the chemistry. Collectively, the COV membership represented a variety of perspectives and was balanced across the various sub-disciplines in the field. Inclusiveness in the COV membership is illustrated by the committee's geographic, institutional and demographic diversity, as shown below:

Category	Number
<i>Member of MPS Advisory Committee</i>	1
<i>Academic Institutional Type</i>	
Ph.D.-Granting Inst.	19
Primarily Undergraduate Inst.	3
Public	11
Private	11
<i>Industry</i>	2
<i>Federally Funded Research & Development Center</i>	3
<i>Federal Agency</i>	1
<i>Location</i>	
Northeast	11
Northeast	2
Southeast	5
Midwest	0
Southwest	0
West	10
International	0
<i>Female</i>	12
<i>Male</i>	16
<i>Minority</i>	6
<i>No CHE Application in Five Years</i>	9

In early April 2016, prior to the meeting of the COV, a video teleconference was conducted to prepare the COV members for the review process. This teleconference was conducted by the CHE Division Director, Dr. Angela Wilson; the MPS Staff Associate, Dr. Eduardo Misawa; the COV Chair, Dr. Sharon Hammes-Schiffer; and several others from the CHE Division. At this meeting,

the COV was briefed on Conflict of Interests (COIs) for the purpose of the COV's statutory responsibilities, namely the reading of proposals, reviews, and recommendations; commenting on the handling of actions; and reviewing the appropriateness of recommendations. Issues of confidentiality were also discussed. Each COV member completed and signed an NSF Conflict of Interests form.

The COV meeting began on May 11, 2016 with a welcome by Drs. Wilson and Sharon Hammes-Schiffer. These remarks were again followed by a second short briefing on conflicts of interest and confidentiality by Dr. Misawa.

At both of the conflicts briefings, COV members were instructed to reveal to the CHE COI Conflicts Official (and the members of their subgroups) all such conflicts or appearances of conflicts as described in the NSF Conflicts of Interest Manual 10. If subpanels requested additional proposals for review, these proposals were promptly provided following a review for conflicts of interest. Proposals and files were not available to COV members where the member had a conflict of interest. Furthermore, the COV members were instructed to leave the room during discussion of such actions with which they had conflicts.

The Division of Chemistry believes that the efforts of the COV and the especially the COV Chair, Dr. Sharon Hammes-Schiffer, were outstanding in all respects. The Division staff detected no situations in which conflicts of interest were not handled properly. The Division was pleased with the quality, professionalism, and thoroughness of the COV report and its findings.