Kalamazoo Local Section Administration Form 2010

<table>
<thead>
<tr>
<th>Local Section Administration Form - Governance</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. How many times did the executive committee meet during 2010?*</td>
<td>10</td>
</tr>
<tr>
<td>2. How many members were there in the executive committee during 2010?*</td>
<td>7</td>
</tr>
<tr>
<td>3. How did the executive committee communicate with one another during 2010?* (Check all that apply.)</td>
<td>Email, Teleconference, ACS Network, Other -</td>
</tr>
<tr>
<td>4. What percentage of the local section's Councilors were in official attendance at the 2010 ACS Spring Council meeting?*</td>
<td>100%</td>
</tr>
<tr>
<td>5. What percentage of the local section's Councilors were in official attendance at the 2010 ACS Fall Council meeting?*</td>
<td>100%</td>
</tr>
<tr>
<td>6. Did a member of your local section attend the Local Section Leaders Track at the 2010 ACS Leadership Institute?*</td>
<td>Yes, No</td>
</tr>
<tr>
<td>7. Did your local section have a succession and/or leadership development plan during 2010?</td>
<td></td>
</tr>
<tr>
<td>8. How did your local section identify future leaders and get them into the leadership pipeline during 2010?* (Check all that apply.)</td>
<td>Self-Nomination, Solicitation or Advertising, Identify active committee members, Formal Leadership Training, Long Term Plan, Outreach to new members, Arm-twisting, Other -</td>
</tr>
<tr>
<td>9. Did your local section conduct an officer election during 2010?*</td>
<td>Yes, No</td>
</tr>
<tr>
<td>10. Did your local section conduct its elections electronically during 2010?*</td>
<td>Yes, No</td>
</tr>
<tr>
<td>11. How many members voted in your local section officer election of 2010?*</td>
<td>41</td>
</tr>
</tbody>
</table>
Local Section Administration Form - Organization

1. Did your local section have any active committees with two or more members during 2010?*
   - Yes  No

   a. If the response to 1 (above question) is YES, please select the committee and enter the chair's name.

   - Awards: Lydia Hines
   - Budget/Finance: John Miller
   - Career assistance/Employment: Susan Stapleton
   - Chemistry Olympiad: 
   - Community Activities: Lydia Hines
   - Continuing Education: 
   - Educational: Donald Schreiber
   - EHS: 
   - Environmental: 
   - Government Affairs: Mike Kiella
   - Industry Relations: 
   - Long Range Planning: 
   - Membership/Membership Retention: 
   - Mentoring: 
   - Minority Affairs: 
   - Newsletter/Publications: David Bolliet
   - Nominations: Doug Williams
   - Professional Relations: 
   - Project SEED: Donald Schreiber
   - Public Relations: Lydia Hines
   - Senior Chemists: 
   - Women Chemists: Kim Greve
   - Younger Chemists: 
   - Other: 

2. How many subsections were active in your local section during 2010?*
   - 000

3. How many subsection meetings were held by your local section during 2010?*
   - 000

4. How many topical groups were active in your local section during 2010?*
   - 1

5. How many topical group meetings were held in your local section during 2010?*
   - 1

6. Did your local section support (financial or otherwise) an existing Technician Affiliate Group (TAG) during 2010?*
   - Yes  No

7. How many dues-paying affiliate members (excluding students) were in your local section during 2010?*
   - 0000

8. What was the approximate number of active volunteers in your local section during 2010?*
   - 60

9. Please estimate the number of new volunteers in your local section during 2010?*
   - 15

10. Please indicate all the ways that your local section recognized volunteers during 2010.* (Check all that apply.)
   - Certificates
   - Awards
   - Letter to Volunteer Supervisor
   - Letter to Volunteer
   - Recognition at an Event
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<tr>
<td>☐ Recognition on Web</td>
</tr>
<tr>
<td>☐ Recognition on Newsletter</td>
</tr>
<tr>
<td>☐ Other -</td>
</tr>
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</table>
## Local Section Administration Form - Communications

1. How many local section meetings were held during 2010?*
   - 1

2. On average, how many members attended a local section meeting during 2010?*
   - 35

3. How did Councilors report to your local section members about national ACS matters during 2010?*
   *(Check all that apply.)*
   - [ ] At a section meeting
   - [x] At an executive committee meeting
   - [ ] In the newsletter
   - [ ] On the local section web site
   - [ ] Other -

4. Did your local section have a representative on your Regional Meeting Board or Steering Committee during 2010?*
   - [ ] Yes
   - [ ] No

5. How many newsletters (print or electronic) did your local section publish in 2010?*
   - 000

6. How many meeting notices were published (print or electronic) by your local section in 2010?*
   - 10

7. Did your local section have a website during 2010?*
   - [ ] Yes
   - [ ] No

   **If the answer to 7 (above question) is YES, what was the URL for your local section's website?**
   - [http://www.wmich.edu/acs](http://www.wmich.edu/acs)

8. How often did your local section utilize electronic communication during 2010 to communicate with your members?*
   - [ ] Exclusively
   - [ ] Frequently
   - [ ] Rarely
   - [ ] Never

9. Did your local section post its Annual Report on your website during 2010?*
   - [ ] Yes
   - [ ] No
<table>
<thead>
<tr>
<th>Local Section Administration Form - Nomination</th>
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<tbody>
<tr>
<td>1. Our Section would like to self-nominate for the Local Section Outstanding Performance Award.*</td>
</tr>
<tr>
<td>2. Please provide a 500-word or less, overview of your local section's 2010 activities to support your nomination.</td>
</tr>
<tr>
<td>File Name</td>
</tr>
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</tbody>
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Local Section Administration Form - Supporting Materials
Local Section Administration Form - Approval

Comments

☐ Approved

This form has been submitted for your approval. Please review each tab for completeness and accuracy make any necessary edits, and save all changes before approving this form. Once approved this form will be placed in read only mode and no additional edits will be allowed. Your approval will submit this form as part of your official annual report to ACS.

---- END OF REPORT ----