



Kalamazoo Local Section Administration Form 2011

Local Section Administration Form - Governance	
1. How many times did the executive committee meet during 2011? *	11
2. How many members were there in the executive committee during 2011?*	6
3. How did the executive committee communicate with one another during 2011?*(Check all that apply.)	<input checked="" type="checkbox"/> Email <input type="checkbox"/> Teleconference <input type="checkbox"/> ACS Network <input type="checkbox"/> Other -
4. What percentage of the local section's Councilors were in official attendance at the 2011 ACS Spring Council meeting?*	100%
5. Did a member of your local section attend the Local Section Leaders Track at the 2011 ACS Leadership Institute?*	<input type="radio"/> Yes <input checked="" type="radio"/> No
6. Did your local section have a succession and/or leadership development plan during 2011?	<input type="radio"/> Yes <input checked="" type="radio"/> No
7. How did your local section identify future leaders and get them into the leadership pipeline during 2011?*(Check all that apply.)	<input type="checkbox"/> Self-nomination <input checked="" type="checkbox"/> Solicitation or advertising <input checked="" type="checkbox"/> Identify active committee members <input type="checkbox"/> Formal leadership training <input type="checkbox"/> Long term plan <input type="checkbox"/> Outreach to new members <input checked="" type="checkbox"/> Arm-twisting <input type="checkbox"/> Other -
8. Did your local section conduct an officer election during 2011? *	<input checked="" type="radio"/> Yes <input type="radio"/> No
9. Did your local section conduct its elections electronically during 2011?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
10. How many members voted in your local section officer election in 2011?*	40

Questions 11-13 provide the opportunity for your section's leadership to communicate successes, challenges, goals, and progress towards meeting those goals. We want to hear from you! Please use the required comment boxes to share your thoughts about your section. In questions 12 and 13, do not feel limited by having spaces indicated for the top three goals. Other goals can be added in the comment box if needed.

Local Section Administration Form - Governance	
11. 2011 Chair's report: Please provide a narrative of the past year's activity/successes/challenges:*	<p>One of the best successes of this year was recognition in October of our Councilor, Dr. Lydia Hines, as recipient of the E. Ann Nalley Award for Volunteer Service to the Great Lakes Region. This award is a tribute to Lydia's dedication and to the proud history of our Section in our Region.</p> <p>After several years of local corporate downsizing in chemistry jobs, the governance of the Local Section had fallen primarily to academic leaders. As a chemist at a medium sized manufacturing facility, I focused on reaching out to our industrial members. In visits to several local companies in Fall 2010, I met with chemists and heard concerns about ACS benefits and costs, obtained ideas for activities and offered opportunities for contributions and networking in our section. My descriptions of leadership opportunities and attempts to recruit new officers went largely unheeded for several months. By mid-2011, however, we had secured funding and a committee member from Pfizer to sponsor a Sci-Mix style gathering at local microbrewery. By August we recruited a new Secretary from a small custom organic synthesis company. Our programs featured small health care consulting and renewable energy technology firms. We had good mixtures of students and members at some of our activities. This year also saw new involvement from the Chemistry Graduate Student Association at Western Michigan University and their sponsorship of a member barbecue. We intend to encourage continuation of this event to promote student-employer networking.</p> <p>We are still challenged by relatively low representation from some of our larger local employers but we are gradually making new connections and, with persistent effort, hope to see more progress. We are still seeking a candidate for 2012 Chair-elect.</p>
12. 2011 Chair's goals for the Section	
a. Please list your top 3 goals:	increase student participation strengthen ties with regional constituents educate the general public about the goals and activities of KACS
b. What are your concerns and challenges?*	<p>During these times of economic uncertainty, many local chemists are preoccupied with keeping or finding a job. The same holds true for the general public. This situation makes it more difficult to recruit future ACS volunteers, identify future Local Section Officers, and attract audiences.</p> <p>During these times of economic uncertainty, many local chemists are preoccupied with keeping or finding a job. The same holds true for the general public. This situation makes it more difficult to recruit future ACS volunteers, identify future Local Section Officers, and attract audiences for events.</p> <p>Regrettably, the 2012 Chair-elect position is still vacant and it will be important to recruit adequate talent in a timely manner.</p> <p>Students are also concerned with future job prospects. In conjunction with today's highly "connected" society through the Internet, mobile services and social media, there are an increasing number of competing interests. This will make it more difficult to advertise ACS events. It also affects how activities will be advertised and received.</p>
13. 2011 Chair-Elect's goals for the Section	
a. Please list your top 3 goals:	
b. What are your concerns and challenges?*	We have not identified a Chair-Elect for 2012.

Local Section Administration Form - Organization	
1. Did your local section have any active committees with two or more members during 2011?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
a. If the response to 1 (above question) is YES, please select the committee and enter the chair's name.	<input type="checkbox"/> Awards <input type="checkbox"/> Budget/Finance <input type="checkbox"/> Career assistance/Employment <input type="checkbox"/> Chemistry Olympiad <input type="checkbox"/> Community Activities <input type="checkbox"/> Continuing Education <input checked="" type="checkbox"/> Educational Donald Schreiber <input type="checkbox"/> EHS <input type="checkbox"/> Environmental <input type="checkbox"/> Government Affairs <input type="checkbox"/> Industry Relations <input type="checkbox"/> Long Range Planning <input type="checkbox"/> Membership/Membership Retention <input type="checkbox"/> Mentoring <input type="checkbox"/> Minority Affairs <input type="checkbox"/> Newsletter/Publications <input type="checkbox"/> Nominations <input type="checkbox"/> Professional Relations <input type="checkbox"/> Project SEED <input type="checkbox"/> Public Relations <input type="checkbox"/> Senior Chemists <input checked="" type="checkbox"/> Women Chemists Kimberly Greve <input type="checkbox"/> Younger Chemists <input checked="" type="checkbox"/> Other Communications - David Bolliet
2. How many subsections were active in your local section during 2011?*	0
3. How many subsection meetings were held by your local section during 2011?*	0
4. How many topical groups were active in your local section during 2011?*	1
5. How many topical group meetings were held in your local section during 2011?*	1
6. Did your local section support (financial or otherwise) an existing Technician Affiliate Group (TAG) during 2011?*	<input type="radio"/> Yes <input checked="" type="radio"/> No
7. How many dues-paying affiliate members were in your local section during 2011?*	2
8. What was the approximate number of active volunteers in your local section during 2011?*	25
9. Please estimate the number of new volunteers in your local section during 2011?*	5
10. Please indicate all the ways that your local section recognized volunteers during 2011.* (Check all that apply.)	<input checked="" type="checkbox"/> Certificates <input checked="" type="checkbox"/> Awards <input checked="" type="checkbox"/> Letter to volunteer supervisor <input checked="" type="checkbox"/> Letter to volunteer <input checked="" type="checkbox"/> Recognition at an event <input checked="" type="checkbox"/> Recognition on web <input checked="" type="checkbox"/> Recognition in newsletter <input type="checkbox"/> Other -

Local Section Administration Form - Communications	
1. How many local section meetings were held during 2011?*	7
2. On average, how many members attended a local section meeting during 2011?*	25
3. How did Councilors report to your local section members about national ACS matters during 2011?*(Check all that apply.)	<input type="checkbox"/> At a section meeting <input checked="" type="checkbox"/> At an executive committee meeting <input checked="" type="checkbox"/> In the newsletter <input checked="" type="checkbox"/> On the local section web site <input type="checkbox"/> Other -
4. Did your local section have a representative on your Regional Meeting Board or Steering Committee during 2011?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
5. How does the sections leadership communicate information to its members?*	e-mail bursts; e-Newsletter; website
5a How Often do these communications occur:	
5a1 Number of newsletters published:*	8
5a2 Number of meeting notices:*	0
6. Did your local section have a website during 2011?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
6a. If the answer to 7 (above question) is YES, what was the URL for your local section's website?	www.mich.edu/acs
7. Did your local section post its Annual Report on your website during 2011?*	<input checked="" type="radio"/> Yes <input type="radio"/> No

Local Section Administration Form - Nomination	
1. Our Section would like to self-nominate for the Local Section Outstanding Performance Award.*	<input checked="" type="radio"/> Yes <input type="radio"/> No
2. Please provide a 500-word or less, overview of your local section's 2011 activities to support your nomination.	<p>In 2011, we made a conscious effort to increase the number of activities for our professional and student members and to promote the local chemistry and scientific enterprise. We launched a topical group on mass spectrometry, led the coordination of two excellent tour speaker visits with adjacent Local Sections and hosted a very successful Sci-Mix event with local corporate sponsorship. In 2011, we began to feature links from our web page to local companies who employ our members and to post employment opportunities for these companies.</p> <p>While increasing our professional member program in 2011, we maintained our annual K-12 outreach programs and offered two Science Cafes with emphases on IYC 2011 themes (Environment and Energy). We contributed to the ACS Pennies for Pur Water program and collected hygiene products during NCW for local shelters.</p> <p>To enable new volunteer recruiting efforts, we updated our operations manual to clarify committee member roles. This included creation of a new Communications Committee to bring our Local Section newsletter back to life in a new electronic form and provide more consistent maintenance of our web site content. Our councilor drafted a history of Local Section participation in regional meetings to promote interest in the Joint Regional meeting in St. Louis in October. These documents, meeting minutes, newsletters and event summaries are posted regularly on our Local Section web page (http://www.wmich.edu/acs/) and sample documents are attached in Supporting Materials.</p> <p>With more consistent messaging and a more regular schedule for member activities, we began to see consistent turnout of between 20-50 members at our activities by the fall. Response to these activities and the newsletter was overwhelmingly positive. Now we have the opportunity to turn this new attention into commitment with another year of consistent communication and offerings. As a reflection of our success this year and confidence in our future, we decided in December to co-host a Joint Regional Meeting in Grand Rapids in 2015.</p>

Local Section Administration Form - Supporting Materials		
File Name	File Size	Brief Description
KACS Operations Manual DRAFT 08-15-11.pdf	0.04 MB	KACS Operations Manual
KACS_Newsletter_2011_5.pdf	0.11 MB	KACS Newsletter August
KACS_Newsletter_2011_7.pdf	0.22 MB	KACS Newsletter October

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