



### Kalamazoo Local Section Administration Form 2013

Local Section Administration Form - Governance	
1. How many times did the executive committee conduct governance business during 2013?*	11
2. How many members were there in the executive committee during 2013?*	7
3. How did the executive committee communicate with one another during 2013?*(Check all that apply.)	<input checked="" type="checkbox"/> Email <input type="checkbox"/> Teleconference <input type="checkbox"/> ACS Network <input checked="" type="checkbox"/> Other - telephone
4. What percentage of your councilors were in official attendance at the Spring and Fall ACS Council meetings?*	100%
5. Did a member of your local section attend the Local Section Leaders Track at the 2013 ACS Leadership Institute?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
6. Did your local section have a succession and/or leadership development plan during 2013?*	<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 2013?*(Check all that apply.)	<input type="checkbox"/> Self-nomination <input checked="" type="checkbox"/> Solicitation or advertising <input 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 2013? *	<input checked="" type="radio"/> Yes <input type="radio"/> No
9. Did your local section conduct its elections electronically during 2013?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
10. How many members voted in your local section officer election in 2013?*	37

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.

11. 2013 Chair's report: Please provide a narrative of the past year's activity/successes/challenges:\*

#### CHALLENGES

The local section (LS) is still very much influenced by the local economy in the tri-county area: Allegan, Kalamazoo and Van Buren. Financial uncertainty and worker insecurity continue to challenge local chemists. At a time when employers put high demands on their workers, few chemists are willing or able to become or remain a member of ACS, not to mention to volunteer. The ripple effects of downsizing and mergers are still being felt in the community. Despite these challenges, the LS was able to thrive. It organized many successful meetings and events, and operated with a full slate of appointed LS officers.

The Chair's goals for 2013 were as follows:

- 1) to increase awareness of KACS activities in the community
- 2) to increase member participation
- 3) to increase student participation

#### ACTIVITIES AND EVENTS

The LS held a total of 11 executive committee meetings (monthly with one exception, July) each of which was attended by officers, committee chairs, student representatives and / or volunteers. The meetings were held at a local restaurant and always had a quorum; LS governance was consistent with ample input from a variety of participants.

The LS organized a total of 8 events, attended by a combined total of 619 people (AVG 77).

- 1) "BOOST YOUR CAREER" (1/29/2013, 51 attendees)
- 2) "SCIENCE CAFÉ: OH NO! NOT A PATENT TALK" (2/20/2013, 25 attendees)
- 3) "CHEMISTRY IN COMICS" (3/26/2013, 90 attendees)
- 4) "40TH KACS AWARDS CEREMONY" (5/30/2013, 100 attendees)
- 5) "23RD PROJECT SEED" (8/7/2013, 3 student presenters and 3 mentors)
- 6) "SCIENCE CAFÉ: HORTICULTURAL CHEMISTRY – COLORS IN FLOWERS" (9/17/2013, 35 attendees)
- 7) "SUSTAINABLE SCIENCE-RECYCLE A POSTER" (10/8/2013, 95 attendees)
- 8) "CHEMISTRY & CULTURE: ELEMENTS OF DANCE" (11/1/2013, 217 attendees)

Reviewers, please note that important highlights for these events are given in the attached Word document under "supporting information".

KACS organized, participated or co-sponsored additional activities. For example the student-led gatherings such as the WMU "CGSA BBQ for Kalamazoo Chemists" on June 7, 2013 (more than 60 attendees, a 50% increase from 2012); the first "CGSA Welcome Ice Cream Social at WMU" on September 4, 2013 (50 attendees); the "Dow BQ at Kalamazoo College" (over 30 attendees) on May 17, 2013; and the "Kalamazoo College Mole Day" (over 50 attendees) on October 23, 2013. On April 20, 2013 KACS organized two information display tables for the 10th Chemist Celebrate Earth Day, one at the Kalamazoo Nature Center and one at the Oshtemo Library. For the 27th time in 26 years, KACS collaborated with the Kalamazoo Valley Museum to offer 28 activities with an unprecedented 87 volunteers during the NCW activity titled "Chemistry Day at the Museum" to about 700 visitors on October 12, 2013 (the museum was booked during NCW).

#### DONATIONS AND GRANTS

KACS increased its fundraising from the previous year. The section received a total of \$4,250 in 2013 compared to \$3750 in 2012. This year's donor list included AAAS, Aldrich-Chemistry, WMU Presidents Office\*, WMU-BTR, Bader Fine Arts Collection\*, and Zoetis (asterisk denotes new donors). In addition, the section successfully applied for funding from ACS: A Science Café Mini-Grant allowed for funding of "Horticultural Chemistry – Colors in Flowers. In collaboration with the WMU Climate Science Study Group, KACS received \$2,995 for its proposal to integrate

	<p>the ACS Climate Science Toolkit into its educational outreach activity. It targets three main groups: 1) education directors or mission leaders in faith-based congregations, 2) middle and high school science teachers, and 3) scout leaders and merit badge counselors.</p> <p><b>COMMUNICATION AND PUBLICITY</b> KACS has continued to improve its communication strategies. In mid-summer, Mark Wolf became the new webmaster and has significantly revised the section's website, a new and improved overall look with a new address (www.KalamazooACS). This allowed for easy access to information by KACS members and the general public. The website features event announcement flyers, online announcements as well as event reports. For example, the NCW event "Chemistry Day at the Museum" outlined the 28 different activities with selected event photos (<a href="http://kalamazooacs.org/event/2013/10/12/chemistry-day.html">http://kalamazooacs.org/event/2013/10/12/chemistry-day.html</a>). KACS has continued to publish newsletters on a regular basis, 7 newsletters for a combined 54 pages with 100 photos. This year, for the first time, the "Outstanding High School Teacher" nomination process was offered via an online form. As a result, we saw a significant increase of qualified candidates: from 1-2 in previous years to 7 candidates in 2013. In its second year, the KACS facebook page has attracted more traffic and currently shows 73 "Likes". In 2013, in addition to current chemistry information supplied by ACS public relations efforts, 11 "event links" were posted. The Section's councilor continues to disseminate important information. For example relevant announcements were sent to 45 teachers at 36 high schools and 35 non-HS teachers (K-8). Lastly, the section increased its publicity by recruiting Bobby Hopewell, the mayor of Kalamazoo as the Celebrity MC for a social event at the Kalamazoo institute of Arts. A ballroom dance was combined with an exhibit about exercise science and attracted 217 people.</p> <p><b>LONG-STANDING EVENTS AND ACTIVITIES</b> KACS has offered several events and activities over many years: "Awards Ceremony" – 40 years "High School Chemistry Symposium" – 40 years "Chemistry Day at the Museum" (as part of NCW) - 27 times over 26 years "Project SEED" - 23 years "Chemists Celebrate Earth Day" – 10 years</p>
12. 2014 Chair's goals for the Section	
a. Please list your top 3 goals:	Increase participation in section events
	Have an event aimed at creating an awareness of chemistry among primary school students
	Provide encouragement to high school and college students
b. What are your concerns and challenges?*	The local economy is struggling. Jobs in chemistry have been lost through the industrial restructuring which has occurred in the Kalamazoo area.
13. 2014 Chair-Elect's goals for the Section	
a. Please list your top 3 goals:	Continue to foster community interaction, both within the section and with the broader community.
	Provide support for the 2015 JGLCRM that will be held in Grand Rapids.
	Increase interactions with the local colleges.
b. What are your concerns and challenges?*	The effects of job losses that have occurred over the last decade continue to be felt, and will provide a challenging environment for the foreseeable future.

Local Section Administration Form - Organization	
1. Did your local section have any active committees with two or more members during 2013?*	<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 checked="" type="checkbox"/>	Awards	Lydia Hines
	<input type="checkbox"/>	Budget/Finance	
	<input type="checkbox"/>	Career assistance/Employment	
	<input type="checkbox"/>	Chemistry Olympiad	
	<input checked="" type="checkbox"/>	Community Activities	Lydia Hines
	<input type="checkbox"/>	Continuing Education	
	<input checked="" type="checkbox"/>	Educational	Megan Grunert
	<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 checked="" type="checkbox"/>	Newsletter/Publications	David Bolliet	
<input type="checkbox"/>	Nominations		
<input type="checkbox"/>	Professional Relations		
<input checked="" type="checkbox"/>	Project SEED	Donald Schreiber	
<input checked="" type="checkbox"/>	Public Relations	Lydia Hines	
<input type="checkbox"/>	Senior Chemists		
<input checked="" type="checkbox"/>	Women Chemists	Kimberly Greve	
<input type="checkbox"/>	Younger Chemists		
<input type="checkbox"/>	Other		
2. How many subsections were active in your local section during 2013?*	0		
3. How many subsection meetings were held by your local section during 2013?*	0		
4. How many topical groups were active in your local section during 2013?*	0		
5. How many topical group meetings were held in your local section during 2013?*	0		
6. Did your local section support (financial or otherwise) an existing Technician Affiliate Group (TAG) during 2013?*	<input type="radio"/> Yes <input checked="" type="radio"/> No		
7. How many dues-paying affiliate members were in your local section during 2013?*	2		
8. What was the approximate number of active volunteers in your local section during 2013?*	50		
9. Please estimate the number of new volunteers in your local section during 2013?*	20		
10. Please indicate all the ways that your local section recognized volunteers during 2013.* (Check all that apply.)	<input checked="" type="checkbox"/>	Certificates	
	<input checked="" type="checkbox"/>	Awards	
	<input type="checkbox"/>	Letter to volunteer supervisor	
	<input checked="" type="checkbox"/>	Letter to volunteer	
	<input checked="" type="checkbox"/>	Recognition at an event	
	<input type="checkbox"/>	Recognition on web	
	<input checked="" type="checkbox"/>	Recognition in newsletter	
	<input checked="" type="checkbox"/>	Other - e-mail recognition to peer group	

Local Section Administration Form - Communications	
1. How many local section meetings were held during 2013?*	8
2. On average, how many members attended a local section meeting during 2013?*	30
3. How did Councilors report to your local section members	

about national ACS matters during 2013?*(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 2013?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
5. How does the sections leadership communicate information to its members?*	Through the Newsletter, through e-mail blasts, through use of our website and through frequent Facebook posts.
5a How Often do these communications occur:	
5a1 Number of newsletters published:*	7
5a2 Number of meeting notices:*	15
6. Did your local section have a website during 2013?*	<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.kalamazooacs.org
7. Did your local section post its Annual Report on your website during 2013?*	<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 summary self-nomination statement of 500-word or less. The summary statement should highlight local section's 2013 activities to support your nomination.	<p>As outlined above, KACS saw increased participation by chemists, volunteers, and students as well as increased event attendance. For example the "Chemistry Day at the Museum" as part of NCW attracted over 700 visitors and was made possible through the diligent work of 87 volunteers, up from 59 in 2012, and about the same number of visitors. This wildly popular outreach event included 28 hands-on activities or displays (up from 23 the year before). For the first time in about 10 years, KACS saw a large turnout of Kalamazoo College as volunteers, 15 chemistry students helped out that day.</p> <p>KACS saw a large turnout of poster presenters (47, up from 30 in 2012) and visitors (95, up from 86 in 2012) for its industry-sponsored "Sustainable Science-Recycle a Poster" event at a local brewery. There was also a large turnout (217 visitors, including 70 students) for "Chemistry &amp; Culture: Elements of Dance", a publicity event that included the mayor of Kalamazoo as Celebrity MC to increase KACS's visibility. There was ballroom dancing, an exhibit about exercise science with a coordinated crossword puzzle and door prizes while offering refreshments and snacks. KACS attracted more donations for its activities, a total of \$4250 in 2013, compared to \$3750 in 2012.</p> <p>The section received two ACS grants: \$250 as a Science Café Mini-Grant to present "Horticultural Chemistry - Colors in Flowers" and \$2295 via the ACS Climate Science Grant. In collaboration with the WMU Climate Science Study Group, this funding will help integrate the ACS Climate Science Toolkit into its educational outreach activity. It targets three main groups: 1) education directors or mission leaders in faith-based congregations, 2) middle and high school science teachers, and 3) scout leaders and merit badge counselors.</p> <p>The section significantly improved its communication via an improved online presence by redesigning its main website with a new url at www.KalamazooACS.org and its facebook page at <a href="https://www.facebook.com/ACSKalamazoo">https://www.facebook.com/ACSKalamazoo</a>. Relevant announcements are posted in both venues. Most event announcements are also communicated via email blasts to its membership, interested groups at local companies, postings to www.mlive.com, the local newspaper (Kalamazoo Gazette), and to chemistry majors at Western Michigan University and Kalamazoo College, as well as via emails to local K-12 science teachers. Though the Section has published newsletters in print for many years the newsletters are now also available online in pdf and html format. In 2013 seven (7) newsletters provided information on 54 pages with a total of 100 photos. In 2013, KACS celebrated significant anniversaries of 5 activities and events: the "Awards Ceremony" (40 years);</p>

	<p>“High School Chemistry Symposium” (40 years);  “Chemistry Day at the Museum” (as part of NCW, 27 times over 26 years); “Project SEED” (23 years); and “Chemists Celebrate Earth Day” (10 years)!</p> <p>In conclusion, the section chair's goals were achieved by 1) increasing awareness of KACS activities in the community, 2) increasing member participation, and 3) increasing student participation.</p>
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## Local Section Administration Form - Supporting Materials

File Name	File Size	Brief Description
kacs-newsletter-2013-01-25.pdf	0.33 MB	January2013Newsletter
kacs-newsletter-2013-04-19.pdf	0.29 MB	April2013Newsletter
kacs-newsletter-2013-05-17.pdf	0.37 MB	May2013Newsletter
kacs-newsletter-2013-07-11.pdf	0.27 MB	July2013Newsletter
kacs-newsletter-2013-09-06.pdf	3.07 MB	September2013Newsletter
kacs-newsletter-2013-10-28.pdf	0.86 MB	October2013Newsletter
kacs-newsletter-2013-12-31.pdf	0.28 MB	December2013Newsletter
40thAwardsCeremonyReport.pdf	7.35 MB	40thAwardsCeremony
Highlights8Events.docx	0.02 MB	KACS_EventHighlights

## Local Section Administration Form - Approval

## Comments

I want to affirm the fantastic efforts made by our chair to develop the student- and other member involvement in our Section; the last three years have seen a revival of interest and this past year 2013 was a banner year. Our chair showed true enthusiasm about our profession and our ACS; she reached out to engage the public as well at every opportunity. It was a pleasure to be councilor for our Section working alongside a chair who embraced the importance of our Society and its many services and benefits to academic and industrial members, students at every level, and to pre-college educators.

 Approved & Submit for Review

Lydia Hines

02/15/2014

*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. After the form is approved, it will be submitted for review. The approved 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 ---