Michigan State University Local Section Administration Form 2011

<table>
<thead>
<tr>
<th>Local Section Administration Form - Governance</th>
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<tbody>
<tr>
<td>1. How many times did the executive committee conduct governance business during 2011?*</td>
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<td>2. How many members were there in the executive committee during 2011?*</td>
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<td>3. How did the executive committee communicate with one another during 2011?* (Check all that apply.)</td>
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<td>4. What percentage of the local section's Councilors were in official attendance at the 2011 ACS Spring Council meeting?*</td>
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<td>5. Did a member of your local section attend the Local Section Leaders Track at the 2011 ACS Leadership Institute?*</td>
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<td>6. Did your local section have a succession and/or leadership development plan during 2011?</td>
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<td>7. How did your local section identify future leaders and get them into the leadership pipeline during 2011?* (Check all that apply.)</td>
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<td>8. Did your local section conduct an officer election during 2011?*</td>
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<td>9. Did your local section conduct its elections electronically during 2011?*</td>
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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. 2011 Chair’s report: Please provide a narrative of the past year’s activity/successes/challenges:*  
In the past year, we started several new activities. These include the First Midwestern Symposium on Undergraduate Research in Chemistry, 7th Annual Midwest Carbohydrate Glycobiology Symposium and Science Café. These activities are aimed at disseminating latest scientific development, providing a platform for students especially undergraduate students to present their research results, and enhancing the scientific awareness of the general public. 
In addition, our local section has aided many students financially in attending a National ACS Meeting. We continued our High School Teachers support group meeting, holding one meeting per month during the fall and spring semesters. These meetings were well attended and we have started to include guest speakers, who have been well-received by our teachers. 
We have supported the WIC, Younger Chemists Committee and Organic Chemistry Club in their activities, as well as National Chemistry Week activities at multiple locations and participation in Chemistry Olympiad. We have supported Project SEED and sponsored Awards for outstanding undergraduate students.

12. 2011 Chair’s goals for the Section  
a. Please list your top 3 goals:  
To enhance the professional development of our section members. 
To encourage and inspire young students to pursue careers in the sciences, especially chemistry. 
To provide a mechanism for informing/educating the general public on chemical issues. 
b. What are your concerns and challenges:*  
1. Continue to provide financial support for the broad range of outstanding activities currently promoted by the section. 
2. Increase the impact of local section activities. 
3. Encourage more members to participate in the local section activities. 
4. Increase involvement of schools and general public with local section activities. 

13. 2011 Chair-Elect’s goals for the Section  
a. Please list your top 3 goals:  
Same as Chair’s goals. 
b. What are your concerns and challenges:*  
Same as Chair’s goals.
### Local Section Administration Form - Communications

1. How many local section meetings were held during 2011?*
   - 2

2. On average, how many members attended a local section meeting during 2011?*
   - 50

3. How did Councilors report to your local section members about national ACS matters during 2011?*
   - At a section meeting
   - At an executive committee meeting
   - In the newsletter
   - On the local section web site

4. Did your local section have a representative on your Regional Meeting Board or Steering Committee during 2011?*
   - Yes

5. How does the section leadership communicate information to its members?*
   - E-mail; website

5a. How often do these communications occur:
   - Number of newsletters published:* 0
   - Number of meeting notices:* 2

6. Did your local section have a website during 2011?*
   - Yes

6a. If the answer to 7 (above question) is YES, what was the URL for your local section's website?
   - [http://www.chemistry.msu.edu/msuacs](http://www.chemistry.msu.edu/msuacs)

7. Did your local section post its Annual Report on your website during 2011?*
   - Yes

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### Local Section Administration Form - Nomination

1. Our Section would like to self-nominate for the Local
   - Yes

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### Section Outstanding Performance Award.*

2. Please provide a summary self-nomination statement of 500-word or less. The summary statement should highlight local section's 2011 activities to support your nomination.

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<th>File Name</th>
<th>File Size</th>
<th>Brief Description</th>
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<tbody>
<tr>
<td>Local Section Administration Form - Approval</td>
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<tr>
<td>Comments</td>
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</tbody>
</table>

*Approved & Submit for Review*  
Amy Pollock  
02/15/2012

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.

### Local Section Administration Form - Reasons for Return

**Approver Return Comments**

**Contributor Return Comments**

--- END OF REPORT ---