

American Chemical Society

Form: Part I - Annual Report Questionnaire **REQUIRED**
Organization: Michigan State University
Year: 2004

****Important Notice Please Read****

The EZ form consists of the Part I - Questionnaire, Part III - Financial Report and the Optional Part IV - Self-Nomination Form for ChemLuminary Awards. Sections that wish to submit the EZ form are not required to submit the Part II - Narrative and Appendices. All local sections are eligible to complete the EZ form UNLESS, they would like to self-nominate themselves for the LSAC Award for Outstanding Performance by a Local Section. Local sections may submit the EZ form and self-nominate themselves for any of the other awards listed in Part IV. Local Sections must postmark or submit their completed annual reports electronically by February 15, 2005 to be eligible for any of the awards

We do not wish to be considered for the Local Section Outstanding Performance Award

*Part I Annual Report Questionnaire

*Part II Annual Report Narrative and Appendices (Optional)

*Part III Financial Report

*Part IV Self Nomination for ChemLuminary Awards (**Not Eligible for Local Section Outstanding Performance Award**) (Optional)

Our section would like to be considered for the ACS Local Section Outstanding Performance Award. We are submitting Parts I,II,III and IV of the annual report

*Part I Annual Report Questionnaire

* Part II Annual Report Narrative& Appendices

* Part III Financial Report

* Part IV Self Nomination for ChemLuminary Awards (*****Outstanding Performance Award Nomination must be completed*****)

Web Posting of Annual Reports

Our Section would like to have Parts I and II (if applicable) posted on the Local Section Activities Committee website.

1. Top Activities

Please list the titles of your top activities (in rank order) and indicate if the activity was new in 2004.

| | Check if new in 2004 | Title of Activity |
|-----|-------------------------------------|---------------------------|
| 1. | <input checked="" type="checkbox"/> | Merit Badge Day |
| 2. | <input checked="" type="checkbox"/> | Career Day |
| 3. | <input checked="" type="checkbox"/> | Girl Scout Chemistry IPP |
| 4. | <input type="checkbox"/> | Chemistry Day |
| 5. | <input type="checkbox"/> | Women in Chemistry |
| 6. | <input type="checkbox"/> | Chemistry olympiad |
| 7. | <input type="checkbox"/> | Project SEED |
| 8. | <input type="checkbox"/> | Awards |
| 9. | <input type="checkbox"/> | Younger chemist committee |
| 10. | <input checked="" type="checkbox"/> | Science Theatre |

2. Section Administration

EXECUTIVE COMMITTEE

- 2.1 How many times did the executive committee meet during 2004? 6
- 2.2 How many members are on the executive committee? 12
- 2.3 How many section meetings were held in 2004? 1
- 2.4 On average, how many members attend **regular section meetings**? 30

COUNCILORS

- 2.5 What percentage of the section's Councilors were in official attendance at the ACS spring Council meeting? 100 %
- 2.6 What percentage of the section's Councilors were in official attendance at the ACS fall Council meeting? 100 %

2.7 How do Councilors report to the section about national ACS matters? (check all that apply)

- at a section meeting at an executive committee meeting
- in the newsletter on the local section website

COMMITTEES

2.8 Specify active committees having two or more members.

- Awards Newsletters/Publications
- Budgets/Finance Nominations
- Career Assistance Professional Relations
- Chemistry Olympiad Project SEED
- Continuing Education Public Relations
- Education Senior Chemists
- Environmental Environmental Health and Safety/ Chemical Hygiene
- Government Affairs Women Chemists
- Industry Relations Younger Chemists
- Long-Range Planning **Other**
- Membership/Member Retention **Other**
- Mentoring **Other**
- Minority Affairs **Other**
- National Chemistry Week

SUBSECTIONS

- 2.9 How many subsections are active in the section? 2
- 2.10 How many subsection meetings were held in 2004? 15

TOPICAL GROUPS

- 2.11 How many topical groups are active in the section? 1
- 2.12 How many topical group meetings were held in 2004? 20

OPERATIONS AND PLANNING (Check all that apply)

- 2.13 The section prepared a budget for 2004 (Please include a copy in Part II Appendix 2)
- 2.14 The section prepared a budget for 2005 (Please include a copy in Part II, Appendix 2)
- 2.15 The section prepared a long-range plan (Please include a copy in Part II, Appendix 2)
- 2.16 The section maintains and uses a current job manual prepared by the section as a guide for officers and committees.
The section conducted a membership survey in 2004 to determine member's interests and needs (Please include a copy in
- 2.17 Part II, Appendix 3)
- 2.18 A section representative attended the ACS Leaders Conference (Local Section Leaders Track) in 2004.

SECTION COMMUNICATION

- 2.19 How many newsletters were published in 2004? 2
- 2.20 One copy of a newsletter is included in Appendix 3.
- 2.21 How many meeting notices were published in 2004? 1
- URL:
<http://www.cem.msu.edu/~msuacs>

- 2.22 The section has an active website.
- 2.23 The section used electronic communication.
- 2.24 The section posted its 2003 Annual Report on its website.

SECTION ELECTIONS

- 2.25 How many members voted in the 2004 officer election? 10

SECTION AWARDS (check all that apply)

- 2.26 The section submitted a nomination for the ACS Regional Award in High School Chemistry Teaching during 2004.

The section gave awards or a Salutes to Excellence to:

- 2.27 Primary school students (K-6)
- 2.28 Secondary school students (7-12)
- 2.29 College students
- 2.30 Primary school teachers (K-6)
- 2.31 Secondary school teachers (7-12)
- 2.32 College teachers
- 2.33 Members of the local section for service
- 2.34 Outstanding chemist(s), regardless of section affiliation
- 2.35 The section or local company encouraged and/or submitted a nomination for the ACS Regional Industrial Innovation Awards.

SECTION AFFILIATES

- 2.36 How many paid section affiliates excluding students (teachers, technicians, others) are there in the section? 0
- 2.37 Section has supported an existing Technician Affiliate Group (TAG) during 2004.
- 2.38 Section has promoted the formation of a Technician Affiliate Group during 2004

REGIONAL MEETINGS

- 2.39 Does your local section have a representative to your Regional Board/Steering Committee?

3 - 8 ACS Strategic Plan Core Strategies

CORE STRATEGY #1

Provide Timely State-of-the-Art Chemical Information(Check all that apply)

- 3.1 The section organized a regional meeting.
 An ACS Technical Division was involved.
- 3.2 The Section organized a symposium.
 An ACS Technical Division was involved.
- 3.3 The organized a Meeting-in-Miniature.
 An ACS Technical Division was involved.
- 3.4 The section organized an undergraduate research symposium.
 An ACS Technical Division was involved.
- 3.5 The section organized a meeting that was co-sponsored by an ACS Technical Division.

CORE STRATEGY #2

Serve as the Premiere Professional Organization for Practitioners of Chemistry (Check all that apply)

- 4.1 The section provided services for pre-college students.
- 4.2 The section provided speakers for student affiliate chapter meetings.
- 4.3 The section organized tours of local industries for student affiliate chapters.
- 4.4 The section offered financial support for student affiliate chapter activities.
- 4.5 The section offered financial support to students attending regional or national meetings undergraduate or graduate
- 4.6 The section appointed a member as student affiliate chapter liaison
- 4.7 The section members served as non faculty professional advisors or contacts for students and young chemists
- 4.8 The section provided students with free subscriptions to journals.
- 4.9 The section invited student affiliates to attend regular section meetings.
- 4.10 The section sponsored a teacher affiliate group to engage students in ACS.
- 4.11 The section involved student affiliates in National Chemistry Week activities.
- 4.12 The section distributed career literature to students or to college and universities.

CORE STRATEGY #3

Enhance the Public Appreciation of the Chemical Sciences and Technologies (Check all that apply)

- 5.1 Providing Judges for area science fair(s)
- 5.2 Sponsoring awards at area science fair(s)
- 5.3 Members make visits to K-12 classrooms.
- 5.4 Presenting career programs and/or distributing career literature to students or schools
- 5.5 Sponsoring or organizing student competitions (e.g., chemistry examinations, Chembowls, poster competitions)
- 5.6 Presenting Chemical Demonstrations
- 5.7 Participating in US National Chemistry Olympiad

The section encourages participation and leadership in all aspects of the chemical sciences by women (W) underrepresented minorities (M) and persons with disabilities (D) (Check all that apply)

W M D

- 5.8 Section members mentored students or colleagues
- 5.9 The section sponsored hands-on science activities in underserved communities.
- 5.10 The section provided summer research opportunities.
- 5.11 The section developed science career fairs at high schools or colleges that have high female, minority or disabled populations.
- 5.12 The section organized summer science camps.
- 5.13 The section sponsored contests or awards.
- 5.14 The section maintained employment services

5.15 Local section members interacted with federal government officials (i.e., members of congress, agency staff, etc.) to encourage funding of research

5.16 The section maintained an experts roster and provided it to local media.

5.17 The section created or updated a media list.

5.18 The section prepared a public relations plan and included a copy of this plan in Appendix 4.

5.19 How many times were section activities promoted to the local media (press releases, op-eds, advisories, etc.)?

5.20 The section used an ACS film, videotape, or other ACS visual-aid resource at a public event.

5.21 How many talks were given by section members to the public in 2004?

300

5.22 The section conducted a chemical hygiene, responsible care or environmental health and safety event for the general public.

5.23 The section offered its services to the local community as a resource on chemical hygiene, responsible care or environmental health and safety.

5.24 The section carried out environmental activities for the general public.

5.25 The section participated in or conducted the following community activities:

Chemists Celebrate Earth Day Chemists in the Library

Chemagination Contest NCW

NCW Youth Patch Activity Program

5.26 The section conducted the following activities during NCW 2004:

Hands-on activities Chemical Demonstrations

Contests or games Lectures or training

Other

5.27 The section's NCW Activities were carried out in the following venues:

K-8 schools High Schools Colleges or Universities

Industrial Sites Museum/Libraries Shopping Malls

Other

5.28 The section worked with the following group(s) to produce NCW events:

K-8 schools High Schools Colleges or Universities

Industry Museums or Libraries Scout Troops

Civic Organizations

Other

5.29 The section publicized NCW via:

Newspapers/magazines/flyers Radio Television Website

5.30 The section participated in the NCW unifying event in 2004.

5.31 **What is the total number of year that the NCW coordinator has served in this capacity?** 8

5.32 The section has a Government Relations Representative.

5.33 The section invited state or federal government officials to speak at a local section meeting.

5.34 The section organized or participated in a special government relations event(state capitol day, science town meeting, legislative hearing, public policy forum, etc.).

5.35 The section informed its members on legislative issues and events through newsletter article, website, or other communications method.

5.36 The section member(s) held an office or key position in state or federal government in 2004.

CORE STRATEGY #4

Transform the Definition of Chemistry to Encompass Its True Multidisciplinary Nature

6.1 The section has topical groups in interdisciplinary areas.

6.2 The section has sponsored meetings with an interdisciplinary focus.

6.3 The section offered activities such as symposium, seminars, or sponsored student activities on environmental issues.

CORE STRATEGY #5

Deliver a Dynamic and Integrated Portfolio of Products and Services. (Check all that apply)

7.1 The section published articles on employment services in its newsletter or website.

7.2 The section sponsored local employment services (e.g., free ads in section newsletter or website, job counseling, employment clearing house)

7.3 A section representative attended a Local Section Career Program during 2004

7.4 The section referred individuals to national ACS Department of Career Services.

7.5 The section maintained a job line for positions available within the local section.

7.6 The section hosted an ACS short course.

7.7 How many local section career programs or activities were conducted in 2004? 1

7.8 Of the local section programs that were conducted in 2004, how many were new? 4

7.9 The section offered career counseling/literature.

CORE STRATEGY #6

Promote Inclusiveness Throughout the Chemical Enterprise (Check all that apply)

8.1 Conducting teacher workshops

8.2 Inviting teachers to attend section meetings.

8.3 Providing teachers with free subscriptions to magazines and journals

8.4 Involving teachers in section program planning

8.5 Participation in Project SEED

8.6 Presenting a forum to address educational issues

8.7 The section offered specifically tailored symposium, seminars, or sponsored activities for industrial chemical professionals.

8.8 Industrial members are active in the section's governance

8.9 The section communicated with non-ACS members working in industry and local companies about meetings and programs.

8.10 Local companies have financially-sponsored and activity or donated money to the section.

8.11 Industrial members (M), local companies (C), and/or non-members employed in industry (N) participated in these section programs or activities.

M C N

- Meeting at industrial site/plant tour
- Local Section Award/Recognition program
- Membership Drive for new members
- Industrial speaker/Industrially focused topic
- NCW or community activities
- Career Development activities
- Student or younger chemist activities

8.12 The section is affiliated with other technical or scientific societies or consortia.

8.12a If the section has a formal affiliation with

(Name of organization)

This affiliation was approved by ACS council in what year

8.13 The section held a meeting jointly with another professional organization.

ACS STRATEGIC PLAN 2004 - 2006

The American Chemical Society Strategic Plan focuses on the commitments to our Science, our profession and the Public. The plan sets forth a bold course that builds on the traditional strengths of the society and concentrates on emerging needs and opportunities. The plan focuses on six core strategies that the Society will pursue to lead and support the chemical enterprise into the future. For more information on the ACS Strategic Plan, please visit chemistry.org