



Richland Local Section Administration Form 2012

Local Section Administration Form - Governance	
1. How many times did the executive committee conduct governance business during 2012?*	12
2. How many members were there in the executive committee during 2012?*	6
3. How did the executive committee communicate with one another during 2012?*(Check all that apply.)	<input checked="" type="checkbox"/> Email <input checked="" type="checkbox"/> Teleconference <input type="checkbox"/> ACS Network <input type="checkbox"/> Other -
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 2012 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 2012?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
7. How did your local section identify future leaders and get them into the leadership pipeline during 2012?*(Check all that apply.)	<input checked="" type="checkbox"/> Self-nomination <input 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 checked="" 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 2012? *	<input checked="" type="radio"/> Yes <input type="radio"/> No
9. Did your local section conduct its elections electronically during 2012?*	<input type="radio"/> Yes <input checked="" type="radio"/> No
10. How many members voted in your local section officer election in 2012?*	50

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.

<p>11. 2012 Chair's report: Please provide a narrative of the past year's activity/successes/challenges:*</p>	<p>Last year was very successful in that our section continued our community outreach, helped our members with a fostering innovation seminar and encouraged the next generation of chemists and scientists to follow their dreams. The last year was packed with events ranging from: diversity outreach, chemistry and nuclear science merit badges, the chemistry Olympiad, the Mid-Columbia science fair, a career fair for students, our traditional science cafés, and sponsoring of student travel grants for our local student members to attend national ACS meetings. In all, we held over fourteen events, three of which were new events, which we hope to add to our annual offerings to our members and the community.</p> <p>Our biggest events and successes were primarily directed on younger members. We at the Richland section know that the future of chemistry lies with the next generation of scientists and engineers and thus, we made special emphasis on encouraging young men and women to take up science as a profession. We also focused on emphasizing aid to and programs tailored for women and minorities in science. We have long cherished the diversity in our section and hope to encourage and mentor these individuals in careers in science. Our section made large time and monetary contributions to aid in student travel grants, recognition awards at science fairs, chemistry merit badges with the boy scouts association of America and career fair to showcase local industrial careers and how science and chemistry can get you into specialized fields.</p> <p>While we had success on the student involvement side, we struggled this year to increase member involvement and participation. We kept our average attendance in meetings and events at 2-5% of our ~560 members. This last year we ramped up membership retention and recruiting activities, and offered ACS courses such as the fostering innovation to help our members grow their careers. We also polled our members to ask what they wanted out of the section and we got little to no response. This led the board to believe with thousands of emails a day our members likely get, our section information must be lost or neglected by our members.</p> <p>The struggle to gain more involvement mainly hit our recruiting for new board and committee members. We were however, able to get three new members for the board, but many of our committee positions are unfilled for the third straight year. If not for the dedication of the current board and executive committee, our section would not be successful.</p> <p>We hope this coming year to modernize our section to increase member involvement. We plan on utilizing social media, revamping our webpage and starting a facebook or google plus account for the section. We also plan on revising our bylaws to allow online voting and participation rather than traditional mail services and emails. The conversion to a more modern professional society will allow the section to reach our changing demographics and increase our visibility to our members and in the community.</p>
<p>12. 2013 Chair's goals for the Section</p>	
<p>a. Please list your top 3 goals:</p>	<p>Keep abreast of activities going on in all parts of our section</p>
	<p>Build bridges to areas in our section that are looking to become more active</p>
	<p>Increase Richland Section visibility in the community</p>
<p>b. What are your concerns and challenges?*</p>	<p>Establishing in-roads with groups that we are trying to connect with (e.g., farmers at the farmers market; kids that we might not reach normally)</p> <p>2) Making sure that there is good communication between different parts of our section (e.g., try to engage members to are geographically distant – invite to call into board meetings? Arrange for a face-to-face meeting)</p> <p>3) Securing funds to help develop the materials we need to have a display that could go to school science fairs, etc.</p>
<p>13. 2013 Chair-Elect's goals for the Section</p>	

a. Please list your top 3 goals:	Develop activities surrounding this year's science theme to share with the public
	Increase member involvement in local ACS sponsored events.
b. What are your concerns and challenges?*	Establishing in-roads with groups that we are trying to connect with may require a lot of effort. Developing activities and events that appeal to all demographics of the section members also will require challenges to address the diversity of the section.

Local Section Administration Form - Organization

1. Did your local section have any active committees with two or more members during 2012?*	<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 Janet Bryant <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 type="checkbox"/> Educational <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 checked="" type="checkbox"/> Minority Affairs Anna Cavinato <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 Anna Cavinato <input type="checkbox"/> Younger Chemists <input checked="" type="checkbox"/> Other Earth day
2. How many subsections were active in your local section during 2012?*	0
3. How many subsection meetings were held by your local section during 2012?*	0
4. How many topical groups were active in your local section during 2012?*	0
5. How many topical group meetings were held in your local section during 2012?*	0
6. Did your local section support (financial or otherwise) an existing Technician Affiliate Group (TAG) during 2012?*	<input type="radio"/> Yes <input checked="" type="radio"/> No
7. How many dues-paying affiliate members were in your local section during 2012?*	0
8. What was the approximate number of active volunteers in your local section during 2012?*	45
9. Please estimate the number of new volunteers in your local section during 2012?*	8
10. Please indicate all the ways that your local section recognized volunteers during 2012.* (Check all that apply.)	<input checked="" type="checkbox"/> Certificates <input checked="" type="checkbox"/> Awards

	<input type="checkbox"/> Letter to volunteer supervisor <input 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 type="checkbox"/> Other -
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Local Section Administration Form - Communications

1. How many local section meetings were held during 2012?*	12
2. On average, how many members attended a local section meeting during 2012?*	24
3. How did Councilors report to your local section members about national ACS matters during 2012?*(Check all that apply.)	<input checked="" type="checkbox"/> At a section meeting <input checked="" type="checkbox"/> At an executive committee meeting <input checked="" type="checkbox"/> In the newsletter <input 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 2012?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
5. How does the sections leadership communicate information to its members?*	We provide all information in the newsletter for the section members. We provide a current calendar on our section website complete with links to events and bylaws etc...
5a How Often do these communications occur:	
5a1 Number of newsletters published:*	4
5a2 Number of meeting notices:*	19
6. Did your local section have a website during 2012?*	<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.acs.labworks.org
7. Did your local section post its Annual Report on your website during 2012?*	<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 2012 activities to support your nomination.	For a "medium sized" section, the Richland, WA section has continued to perform at the level of far larger sections. Each year we promote wonderful programs for young chemists, encouraging minorities to pursue the chemical sciences, perform community outreach, and promote ACS missions and values in our community. Our small but dedicated section held over 13 events this year with great success and we strive to continue our involvement in our community for countless years to come.

Local Section Administration Form - Supporting Materials

File Name	File Size	Brief Description
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Local Section Administration Form - Approval

Comments

I have reviewed the report and I approve it.

Approved & Submit for Review Anna Cavinato 02/15/2013

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.

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