



### Georgia Local Section Administration Form 2012

Local Section Administration Form - Governance	
1. How many times did the executive committee conduct governance business during 2012?*	5
2. How many members were there in the executive committee during 2012?*	16
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 checked="" type="checkbox"/> Other - meetings
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 checked="" type="checkbox"/> Solicitation or advertising <input checked="" type="checkbox"/> Identify active committee members <input type="checkbox"/> Formal leadership training <input checked="" type="checkbox"/> Long term plan <input checked="" type="checkbox"/> Outreach to new members <input type="checkbox"/> Arm-twisting <input checked="" type="checkbox"/> Other - Networking party event
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 checked="" type="radio"/> Yes <input type="radio"/> No
10. How many members voted in your local section officer election in 2012?*	117

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. 2012 Chair's report: Please provide a narrative of the past year's activity/successes/challenges:\*

In 2012 the Section reached out to everyone. Included were chemistry practitioners in Georgia and the southeastern USA, undergraduate and graduate students, K-12 students and teachers statewide, plus the non-chemist public. Contacts with chemists came via 32 events for them that produced 2019 contacts with 1269 being actual counts. Another 61 projects were conducted for outreach to K-12 students/teachers and other members of the non-chemist public, resulting in 91,170 contacts (23,480 actual counts). Counts that were estimates came from conservative techniques suggested by the ACS Office of Public Affairs. The 93 total 2012 events were conducted by 72 ACS members with 48 undergraduates assisting in many events.

It was encouraging to have 17 Section members chairing 23 committees (with 2 or more members) dealing with activities that included Chemical Business Initiatives, Chemistry Olympiad, CCED, NCW, Finance, Monthly Programs, Archives, Academia-Industry Forum, Bylaws Revision, Younger Chemists, Women Chemists, Senior Chemists, Minority Affairs, Public Relations, Nominations, Elections, Herty Award, K-12 Outreach Coordination, SERMACS 2013 Planning, Undergraduate Research Symposium, Section Awards-Recognitions, State Science Fair, and Mini-Grants.

Several ongoing successful Section programs continue to produce 1000s of yearly contacts. The 2012 events for chemists included presenting the 78th Herty Medal (2nd oldest annual regional/national award in ACS open to all chemists and funded only by members), 3 networking workshops, and 9 monthly programs. Activities for non-chemists included the Chemistry Olympiad, NCW, CCED, K-12 public outreach that included the statewide science fair, 5 PR outreach events for minorities, undergraduate research symposium, and giving 3 \$1000 mini-grants to members to promote chemistry. It is noteworthy to mention the NCW care package project that sent 9800 copies of nano-technology and chemistry promoting handouts to teachers at 110 schools that represent 15,200 students. The number of schools requesting materials in 2012 almost doubled from 2011. Also, the number of schools and colleges where demos were performed doubled from 2011 for NCW's Demo Shows. The Minority Affairs Committee organized 7 events in 2012 that provided outreach to 93 chemists and 943 non-chemists through 11 volunteers. For the 2nd year, the Percy Julian awards were presented by MAC to 1 high school and 1 undergraduate student. An estimated of 600 contacts with minority or underrepresented HS and college students came from advertising the awards.

Several new or expanded programs were sponsored in 2012. The Section organized major special programming on small business entrepreneurship (5 events with 11 total speakers) in support of the similar national ACS initiative in 2012. There were 5 speakers at 3 monthly meetings including an evening mini-workshop on patent law changes & issues. The 4th featured event was our 3rd and largest day-long Academia-Industry Forum titled "Creation of the chemical Entrepreneur" with 6 expert speakers. A 5th event, held in conjunction with the Forum, was a Showcase Expo for chemical businesses within the Section territory. Showcase costs were supported by an ACS Innovative Projects Grant. As a result of this event, we met the Director of the Georgia Economic Development Agency, and were able to show her the economic impact of chemical businesses in Georgia. CCED projects expanded from 2 to 5 by adding new projects including participation in the national illustrated poem contest (where 48 submissions came from 8 different elementary and high schools), co-sponsoring a public lecture on green chemistry, and CCED Coordinator David Gottfried presenting on "Local Section Activities" at the March ACS CCED webinar. Two continuing CCED projects were sponsoring an award-winning booth at GA Tech's Earth Day event, and sponsoring an environment theme speaker at the April Section meeting.

Our YCC was the most active in the last 2 decades. They conducted 4 activities including 2 networking events, a webinar, and creating a web home page. An email account was created through Gmail for YCC and a

	<p>MailChimp account was created to maintain a subscription list. Also, a Facebook account was established for YCC as another means to reach current and prospective members. By "liking" our Facebook page, members are able to actively participate and RSVP regarding upcoming events and get information that appeals to the group's interests. A draft of new set of Bylaws was completed by the bylaws revision committee, and there were more collaborative projects by college chemistry clubs during NCW and CCED in 2012. The first Project SEED initiated in the Department of Chemistry at Georgia State University was started with a \$2000 donation from the Section. Eight students from six different high schools participated in the program. Finally, our mini grants program had much success through a new event conducted by Section member and experienced demonstrator Bryan Hearn. He ran a demonstration workshop for 15 participants at Fernbank Science Center where attendees learned how to use a demo kit that was provided to them. In order to participate each agreed to do demonstrations in late 2012 for at least 50 persons.</p> <p>In closing, 2012 brought notable increases in 2012 throughout the Section. We had 6 elected officials that served on at least 4 National ACS Committees. The number of total different Section member volunteers increased by 68% and total activities by 33%. Non-chemist PR contacts saw an increase of 27% through 61 events, up from 40 in 2011. And last, the Georgia Local Section was extremely pleased in 2012 to be a finalist for the 5th time in 6 years for the Outstanding Performance by a Local Section (Large) Chemluminary Award.</p>
12. 2013 Chair's goals for the Section	
a. Please list your top 3 goals:	Complete the exec comm review of the proposed bylaws and work towards their adoption by membership.
	Implement committee structure, particularly those in approved bylaws and identify chairpersons.
	Facilitate a successful hosting of 2013 SERMACS.
b. What are your concerns and challenges?*	<p>1. Finding ways to increase member involvement in leadership positions and in committee service; nurturing more members to take on responsibilities.</p> <p>2. Keeping the cost of events within budget, while maintaining or increasing attendance.</p> <p>3. Trying to adapt to the electronic age of communications, specifically reinvigorating the Filter Press newsletter.</p>
13. 2013 Chair-Elect's goals for the Section	
a. Please list your top 3 goals:	Solicit non-academic Herty Medal nominations.
	<p>Maintain balance of program meeting venues consistent with our section's population mass aggregate.</p> <p>Create new meeting locations and events for the monthly programs to draw further attendees.</p>
b. What are your concerns and challenges?*	<p>1. Teleconference our section meeting to North Georgia University so their student chapter(s) can attend without having to drive all the way to Atlanta and then back to Dahlonega late at night.</p> <p>2. Determine whether the recently inactive local AIChE group becomes active and if so arrange for a joint meeting and suggest other opportunities of mutual interest.</p> <p>3. There seems to be an age gap rather than an age continuum in the active section members. Therefore I will work on recruiting younger members for section leadership roles.</p>

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.	<table border="0"> <tr> <td><input checked="" type="checkbox"/></td> <td>Awards</td> <td>Deborah Sauder</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>Budget/Finance</td> <td>Susan Hornbuckle</td> </tr> </table>	<input checked="" type="checkbox"/>	Awards	Deborah Sauder	<input checked="" type="checkbox"/>	Budget/Finance	Susan Hornbuckle
<input checked="" type="checkbox"/>	Awards	Deborah Sauder					
<input checked="" type="checkbox"/>	Budget/Finance	Susan Hornbuckle					

	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Career assistance/Employment Terry Say (Academic-Industry Forum)</li> <li><input checked="" type="checkbox"/> Chemistry Olympiad Scott Lewis</li> <li><input checked="" type="checkbox"/> Community Activities David Sherrill (NCW coordination)</li> <li><input type="checkbox"/> Continuing Education</li> <li><input type="checkbox"/> Educational</li> <li><input type="checkbox"/> EHS</li> <li><input checked="" type="checkbox"/> Environmental David Gottfried (CCED coordination)</li> <li><input type="checkbox"/> Government Affairs</li> <li><input type="checkbox"/> Industry Relations</li> <li><input type="checkbox"/> Long Range Planning</li> <li><input type="checkbox"/> Membership/Membership Retention</li> <li><input type="checkbox"/> Mentoring</li> <li><input checked="" type="checkbox"/> Minority Affairs Julius Green</li> <li><input checked="" type="checkbox"/> Newsletter/Publications Deanna Hall (Communication Task Force)</li> <li><input checked="" type="checkbox"/> Nominations David Gottfried</li> <li><input type="checkbox"/> Professional Relations</li> <li><input type="checkbox"/> Project SEED</li> <li><input checked="" type="checkbox"/> Public Relations Dan Philen</li> <li><input checked="" type="checkbox"/> Senior Chemists Deanna Hall</li> <li><input checked="" type="checkbox"/> Women Chemists Lynn Sullivan</li> <li><input checked="" type="checkbox"/> Younger Chemists Jamison Jackson</li> <li><input checked="" type="checkbox"/> Other David Ladner (Monthly Programs) Rigoberto Hernandez (Herty Medal Award) Brian Lawrence (Undergraduate Research Symposium) Don Hicks (Archives)</li> </ul>
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?*	1037
8. What was the approximate number of active volunteers in your local section during 2012?*	72
9. Please estimate the number of new volunteers in your local section during 2012?*	29
10. Please indicate all the ways that your local section recognized volunteers during 2012.* (Check all that apply.)	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Certificates</li> <li><input checked="" type="checkbox"/> Awards</li> <li><input checked="" type="checkbox"/> Letter to volunteer supervisor</li> <li><input checked="" type="checkbox"/> Letter to volunteer</li> <li><input checked="" type="checkbox"/> Recognition at an event</li> <li><input checked="" type="checkbox"/> Recognition on web</li> <li><input type="checkbox"/> Recognition in newsletter</li> <li><input type="checkbox"/> Other -</li> </ul>

Local Section Administration Form - Communications	
1. How many local section meetings were held during 2012?*	9
2. On average, how many members attended a local section meeting during 2012?*	35
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 type="checkbox"/> In the newsletter <input type="checkbox"/> On the local section web site <input checked="" type="checkbox"/> Other - email to distribution list, various programs or activities
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?*	<p>Our primary forms of communication in 2012 to the members were utilizing our distribution list via email, our website and section meetings.</p> <p>The distribution list reaches out to 2596 people and an email is sent to announce any meeting notices, activities, special programs or events that the Local Section is seeking to communicate to the members whether it is asking for volunteers, attendance or special announcements. This is distributed at no cost through a ListServer at Georgia Tech. Professor Rigoberto Hernandez administers the site, ensuring that it remains current and moderating messages to ensure that no SPAM is released. In addition, he uploads attachments to external web site locations so that they need not be emailed to every member of the list.</p> <p>Another form we use is our website. Here members will find information regarding meetings, announcements, special events and programs, officers contact information, awards, and the opportunity to volunteer. The web site, managed by Professor Hernandez, retains a look and feel consistent with ACS's current color scheme. Announcements for meetings and other activities are frequently updated. They have also been archived since 2005. As such, the web site, <a href="http://chemistry.gsu.edu/ACS/">chemistry.gsu.edu/ACS/</a>, remains a useful site for up-to-date information about our activities and as a repository of our recent path.</p> <p>Our third primary form of communication is our section meetings. After welcoming everyone for attending, a few minutes are set aside during each meeting to make any special announcements for upcoming events, updates on recent events, ACS national news, or recognition of volunteers.</p> <p>In today's fast-paced and technology focused world, these 3 forms of communication best served us in reaching out quickly to our members and providing them with real time information.</p>
5a How Often do these communications occur:	
5a1 Number of newsletters published:*	0
5a2 Number of meeting notices:*	28
6. Did your local section have a website during 2012?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
6a. If the answer to 6 (above question) is YES, what was the URL for your local section's website?	<a href="http://chemistry.gsu.edu/ACS/">http://chemistry.gsu.edu/ACS/</a>
7. Did your local section post its Annual Report on your website during 2012?*	<input type="radio"/> Yes <input checked="" 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.	In 2012 the Section reached out to everyone. Included were chemistry practitioners in Georgia and Southeast, undergraduate and graduate students, K-12 students and teachers statewide, plus the non-chemist public. Contacts with chemists came via 32 events that produced 2019 contacts with 1269 being actual counts. Another 61

	<p>projects were conducted for outreach to K-12 students/teachers and other members of the non-chemist public, resulting in 91,170 contacts (23,480 actual counts). Counts that were estimates came from conservative techniques suggested by the ACS Office of Public Affairs. The 93 total 2012 events were conducted by 72 ACS members with 48 undergraduates assisting in many events. Also, it was encouraging to have 17 Section members chairing 23 committees with 2 or more members.</p> <p>Ongoing Section programs continued to produce thousands of yearly contacts. Events for chemists included the 78th Herty Medal (2nd oldest annual regional/national award in ACS open to all chemists and funded only by members), 3 networking workshops, and 9 monthly programs. Activities for non-chemists included the Chemistry Olympiad, NCW, CCED, K-12 public outreach, PR outreach for minorities, Herty undergraduate research symposium, and giving 3 \$1000 Mini-grants to members to promote chemistry. The number of schools requesting materials for our NCW "care package" project almost doubled. MAC conducted 7 events resulting in outreach to 93 chemists and 943 non chemists. Promotions for MAC's two Percy Julian awards provided an estimated 600 contacts with minority or underrepresented HS and college students.</p> <p>We also sponsored new or expanded programs. Extensive special programming on small business entrepreneurship, 5 events involving 11 speakers, supported the 2012 ACS national emphasis on the subject. There were 5 expert speakers at 3 monthly meetings including an evening mini-workshop on patent law &amp; changes. The 4th feature event was our day-long, sold-out 3rd Academia-Industry Forum with 6 speakers. The 5th event, a chemical business showcase supported by an LSAC IPG, was held in conjunction with the Forum. CCED expanded its program from 2 to 5 events by participating for the first time in an illustrated poem contest, co-sponsoring a public green chemistry lecture, and our CCED coordinator presenting in the CCED ACS webinar. Our unusually active YCC organized three events and created a web home page. We gave \$2000 to help start the first Project SEED initiated at Georgia State University. Our first workshop for demonstrators trained 15 members to use locally developed kits in performing demonstrations.</p> <p>In closing, 2012 brought notable increases throughout the Section. Serving on at least 4 national ACS committees were 6 of our elected officials. The number of different member volunteers increased by 68% and total activities by 33%. Non chemist PR contacts saw an increase of 27% via 61 events, up from 40 events in 2011. And last, we were extremely pleased to be a finalist for the 5th time in 6 years for the Local Section Outstanding Performance (Large) Chemluminary Award.</p>
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## Local Section Administration Form - Supporting Materials

File Name	File Size	Brief Description
Chair Summary 2012.docx	0.01 MB	Chair summary
Academis Industry Forum.pdf	0.01 MB	Academia Industry Forum
Archives Summary.pdf	0.01 MB	Archives
CCED.pdf	0.02 MB	CCED
Chem Olympiad.pdf	0.01 MB	Chem Olympiad
Chemical Business Showcase.pdf	0.02 MB	Chem Bus Showcase
Georgia Bylaws Rev Event [2012].pdf	0.01 MB	bylaws revision
Georgia Herty Awar Event [2012].pdf	0.01 MB	Herty Medal Dinner
Georgia K-12 Scien Event [2012].pdf	0.01 MB	K12 Science Outreach
Georgia Mini Grant Event [2012].pdf	0.02 MB	Mini Grant
Georgia Nomination Event	0.01 MB	Nominations

[2012].pdf		
Georgia Public Relations [2012].pdf	0.02 MB	Public Relations
Georgia Section Awards [2012].pdf	0.01 MB	Awards
Georgia SERMACS.pdf	0.01 MB	SERMACS Planning
Georgia State Sciece Fair Outreach [2012].pdf	0.01 MB	State Science Fair
Georgia WCC Networ Event [2012].pdf	0.02 MB	WCC
MAC.pdf	0.02 MB	Minority Affairs
Monthly Programs.pdf	0.01 MB	Monthly Programs
NCW.pdf	0.02 MB	NCW
Project SEED.pdf	0.02 MB	Project SEED
Sr Chem Luncheon.pdf	0.01 MB	Sr Chem Luncheon
YCC.pdf	0.02 MB	YCC
Elections.pdf	0.01 MB	Elections
HMURS.pdf	0.01 MB	Herty Medal Undergrad Research Symposium

## Local Section Administration Form - Approval

Comments

 Approved & Submit for Review

David Gottfried

02/11/2013

*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.*

--- END OF REPORT ---