



### Chicago 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?*	20
3. How did the executive committee communicate with one another during 2013?*(Check all that apply.)	<input checked="" type="checkbox"/> Email <input checked="" type="checkbox"/> Teleconference <input checked="" type="checkbox"/> ACS Network <input checked="" type="checkbox"/> Other - in person
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 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 2013?*(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 checked="" 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 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?*	536

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:\*

In 2013, the Chicago Section saw gains in nearly every metric we track including event participation, website visits, volunteer hours, and a growth in membership. The Section expanded its including the launch of The High School Student Board and the Senior Chemist Committee. These two committees aim to engage two key demographic groups: our youngest chemistry enthusiast and our most experienced career chemists. We offered over 40 events in 2013 with a broad offering including career fairs for K-12 students, Science Cafes, Distinguished Lectures, the distinguished Willard Gibbs and Fred Basolo Awards, Boy Scout and Girl Scout Merit Badge workshops, a Chemistry Day program, Scholarship and Chemistry Olympiad Exams, congressional briefings, and employment workshops. We presented over \$16,000 in scholarships to High School students with ambitions to pursue a degree in chemistry or an allied college major. We partnered with many organizations to bring the message of the ACS to our largest audience to date. Our partners included: The Boy Scouts and Girl Scouts, our fellow Illinois Sections of the ACS, The Chemists Club of Chicago, the women's chemistry honors society Iota Sigma Pi, Chicago Section of the AIChE, Loyola University of Chicago, Northwestern University, The University of Chicago, Benedictine University, Elmhurst College, North Central College, College of Lake County, College of DuPage, Oakton Community College, Chicago Public Schools, Illinois Mathematics and Science Academy, and Chicago's Museum of Science and Industry.

The Chicago Section also took local ownership of the ACS Strategic Plan for 2014 and Beyond, by aligning our Section with the Vision, Mission, and Goal with the American Chemical Society. We reorganized our teams and our meetings to keep a constant focus on the ACS Vision, Mission and Goals. We also committed to be responsible stewards of the legacy of the Chicago Section, financially, operationally, and ethically.

We are proud to report our progress to deliver on the goals of the ACS.

**Goal 1: Provide Information**

Our focus in 2013 was to provide a high quality lecture program. Due to a well-planned program, the Chicago Section meetings saw a record participation in our dinner meetings, topical lectures and poster sessions, surpassing 1000 participants at these events.

Harvard University Professor Charles Lieber was the recipient of the 2013 Willard Gibbs Medal for principal achievements in nanoscale chemistry.

With Northwestern University, the Section co-hosted the Fred Basolo Medal Lecture. The 2013 Medalist was Professor Marcetta Y. Darensburg of Texas A&M University for Outstanding research in Inorganic Chemistry.

**Library Support** - The Chicago Section supports the Crerar Library through the Section's endowed Ipatieff Book Fund, a trust established to support the purchase of books in chemistry.

**Monthly Publication** - In its 99th year, the Chicago Section also publishes the Chemical Bulletin. As we approach the centennial of the Chemical Bulletin, we launched an initiative to incorporate a 21st century approach to this newsletter.

**Goal 2: Advance Member Careers:**

Several Committees of the Section focused on the special issues of women chemists, younger chemists, and minority chemists. We also established two new committees in the Section, the High School Student Board and Senior Chemists Committee whose charter is to include the enthusiasm of our High School students and the experience of our Senior Chemists, broadening our generational span.

The High School Student Board was formed from an initiative of students at the Illinois Mathematics and Science Academy (IMSA). As one of Illinois' premier science focused high schools, several students at IMSA aimed to establish a role for high school students in the ACS.

Our Senior Chemistry Committee was formed to encourage an active role for our retired and active senior members.

Our programs on employment, job and careers aimed at inspiring our youth through career-focused fairs and events. The Boy Scout and Girl Scout Programs provided approximately 250 scouts an opportunity to explore

	<p>careers opportunities in chemistry. Our partnerships with Chicago's Museum of Science and Industry, local schools and libraries provided career focused exhibits at STEM fairs and career fairs. Our section also sponsored a program entitled "Job Search Strategies for Chemists" to assist job-seeking chemists develop skills at resume preparation and interviewing.</p> <p>Goal 3: Improve Education: The Chicago Section education committees delivered an exceptional program in 2013 which included: Our Boy Scout Chemistry Merit Badge Program brought scouts from across northern Illinois to participate in these workshops, with 119 scouts completing their Chemistry Merit Badge. The Marie S. Curie Girl Scout Merit Program entered its third year with workshops at three college campuses across the geographic span of the Chicago Section and quickly filled the attendance limits with 100 girls. We conducted both a Chemistry Scholarship Exam and the Chemistry Olympiad Exam, and awarded over \$16,000 in scholarships to high school students.</p> <p>Goal 4: Communicate Chemistry's Value Communicating Chemistry's value took many dimensions. Early in the year, our website was getting an average of 137 visitors / month. By the end of the year, our monthly visit rate had increased to approximately 500 visitors/month. Our event registration was also posted on EventBrite, where our events were viewed by over 2800 web visitors. Using Facebook ads, our Chemistry Day information reached 37,520 high school aged students in the Section. Our events drew record attendance. The Chicago Section exhibits attracted over 22,000 visitors, including our popular Illinois State Fair Exhibit and our Science Works career fair at Chicago's Museum of Science and Industry. Our outreach in the community included Science Cafés, High School ChemClub Lectures, and Middle School STEM Fairs. Our Public Affair Committee embraced their goal to carry the message of the ACS to our policymakers by conducting briefing sessions with Congressman Danny Davis (D-IL, 7th), Congressman Peter Roskam (R-IL, 6th), and Congresswoman Tammy Duckworth (D-IL, 8th). During these sessions, the teams presented several key policy positions of the society. In 2013, the Chicago Section awarded their annual Chicago Section Public Affairs Award to Dr. William Carroll, former ACS President and ACS Board Chairman, recognizing his lifelong commitment to the chemical enterprise as scientists, advocate, and ACS leader. This summary express a brief sense of the commitment of the Chicago Section to the mission of the Society, "Advance the broader chemistry enterprise and its practitioners for the benefit of Earth and its people." Our over 4,400 members are delivering on their vision: Improving people's lives through the transforming power of chemistry."</p>
<p>12. 2014 Chair's goals for the Section</p>	

<p>a. Please list your top 3 goals:</p>	<p>1) Improve the Chicago Section's web presence The Chicago Section has undertaken a major step toward developing a sophisticated, modern web presence by securing the services of StarChapter, a company specializing in web development for associations and chapter organizations. More than offering simple web hosting or design services, StarChapter also provides a comprehensive solution including event registration, e-commerce, bulk email, and membership management. In a powerfully enabling shift, web page creation will be accomplished with no specialized skills or software on our part, resulting in the ability of all committee chairs to manage their own web pages and events. A careful review of all ACS local section websites indicates we are the first to take such an integrated, empowering approach.</p> <p>Such a change must be managed closely to ensure success. By maintaining focus on the functions of our web presence (communicating with our members, showcasing our programs and chemistry community for the public, soliciting volunteers, etc.), we should be able to overcome most obstacles.</p> <p>MEASUREMENT: In late 2013, we began using Google Analytics to track the number of visits to our website and our Eventbrite pages. Using this data as a baseline, we should be able to measure the increase in attention drawn to our site. My quantitative goal is to double the number of people viewing our website. Further, I aim to double the number of people who read (not just receive) our newsletter.</p>
	<p>2) Improving our employment and professional development resources Chemists look to the ACS for help with employment and professional development. Our national organization offers a plethora of high-quality general resources, but much of the nature of job searching and developing professionally is fundamentally local. How can a local section help connect chemists and employers?</p> <p>I first plan on devoting one of our General Meetings to the subject of employment. Tentatively scheduled for April, I want to focus on the changing nature of employment in chemistry, how to prepare for it, and how the ACS can help members prosper in an unstable environment.</p> <p>Second, we will make the new website a useful resource for job-seeking chemists. We've started by providing the map of chemistry companies and academic institutions, which include links to their employment pages.</p> <p>Next, I plan on developing at least one affiliate relationship with an employment service that features many chemistry positions (e.g. CareerBuilder). With an affiliate relationship, we would embed a listing of all the jobs in Chicagoland with the term "chemistry" in them into one of our web pages, and the affiliated company would pay us a small fee for each click and job application.</p> <p>Further, we need to strengthen our Employment Committee, whose chair had to relocate at the end of 2013. We are actively seeking a new Employment chair who can coordinate the efforts of the four ACS Career Counselors who are Chicago ACS board members, who can organize activities at our General Meetings, who can put together career-enhancing events like resume workshops.</p> <p>MEASUREMENT: We should be able to gauge our utility for job seekers by counting the views and clicks on our revamped Employment page. We will also count the number of people participating in our in-person job-related activities, such as resume reviews and pre-dinner-meeting discussion groups. I will count the program a success if we can demonstrate we helped one person find a job this year; by continuing to do what works well, we should be able to help more people in the future.</p>

3) Improving engagement with students and professionals  
As a local section, we must recognize that most of our members feel a stronger affiliation with the national ACS, which has much more visibility in most chemists' lives. Yet we share the same mission, and are physically much closer to our members, which is important for generating action. It is of paramount importance for the health of our organization to inspire engagement with our members, particular students and young professionals who will carry positive impressions of the ACS through their careers.

Though the new web presence and electronic communication tools will surely help us develop stronger relationships with our members, solid relationships require human contact. I plan to engage in a "barnstorming tour" of our major colleges and universities, meeting with their department chairs and making contact with students and faculty. To help maintain the ties forged in these meetings, our College Education Chair, Tom Higgins, plans to accompany me. We hope to serve as a catalyst that brings students from different institutions together, and develop a sense of regional community. To help strengthen this sense of community with young professionals, I will be recruiting a new YCC chair or set of co-chairs.

I am also planning on having a "meet the neighbors" event, at which we gather a dozen chemists from area institutions, some academic, some corporate, who each gives a short (7-minute) talk about their work. Keeping the event casual and social, we should help foster dialog between chemists from different companies and schools, potentially promote scientific collaborations, and strengthen a sense of community.

MEASUREMENT: Engagement is difficult to measure, but we can gauge it from a number of observables: page views on our website, the fraction of our emails that are opened and read, attendance at our meetings, interest in volunteering to help with activities.

<p>b. What are your concerns and challenges?*</p>	<p>1) Sponsorship The Chicago ACS currently has no sponsor relationships for its programs, and this needs to improve. Our peer organizations in the area and other local sections have succeeded in attracting sponsors, so there should be no reason why we cannot have them, too.</p> <p>SOLUTIONS: We need to rebuild relationships with our corporate partners, and demonstrate the mutual benefit of sponsored activity. In return for sponsorship, we should offer recognition on our website and in our newsletter. When they sponsor meetings, they should be able to present a poster or have a table where they can talk about their company. Such activities should also help with our employment goals (see above).</p> <p>2) Demographics Analysis of our roster shows the number of young professionals in our organization is low, and their representation at our meetings and other activities is even lower. The fraction of students who are members is encouragingly large, but it seems many of them cease to be ACS members after graduation. While we value the contributions of our retired and student members highly, the future health of our section depends on attracting young professionals to the ACS.</p> <p>SOLUTIONS: We need to reactivate our YCC and have more events that young professionals find valuable. Gatherings should focus on networking, which can lead to scientific collaborations, technical advancements, and professional development. We need to reach out directly to companies that employ chemists, and make the case to them that they will benefit when their employees attend our events.</p> <p>3) Maintaining a relevant, positive image with our membership Most ACS members feel a stronger affiliation with our national organization than their local sections. Our Very Large Section is vast, and we count many major companies, universities, government laboratories, and others among our members, but we rarely hear from them when they are putting on a program. We suspect that most of our members do not quite know what we do, and relatively few of them express interest in volunteering to work with us. Further, some in our community had bad experiences in the past with a few members on our board, and they promulgate a negative view of our organization; these constituents will need to be convinced that we have improved before they feel welcome.</p> <p>SOLUTIONS: Our new web presence and its improved communication tools should help us with our image by clarifying our mission and showcasing our achievements. Direct outreach and personal contact should help matters. My predecessor, Mike Koehler, has made great strides in developing relations with our Museum of Science and Industry, and we will endeavor to cement those bonds with further activity.</p>
<p>13. 2014 Chair-Elect's goals for the Section</p>	
<p>a. Please list your top 3 goals:</p>	<p>Establish a Long Range Plan for the Chicago Section which engages a broader involvement of our members.</p>
	<p>To engage the chemical industry in the Section as partners in the mission of the Chicago Section, through financial support and mentoring programs.</p>
	<p>Engage our members to actively reach out to the local community as ambassadors of chemistry and the chemical enterprise.</p>
<p>b. What are your concerns and challenges?*</p>	<p>Delivering on a quality program across a large geographic section presents a great challenge. However, the use of technology network our membership.</p>

Local Section Administration Form - Organization	
<p>1. Did your local section have any active committees with two or more members during 2013?*</p>	<p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>a. If the response to 1 (above question ) is YES, please select the committee and enter the chair's name.</p>	<p><input checked="" type="checkbox"/> Awards                                  Eva Montgomery</p>

	<input checked="" type="checkbox"/> Budget/Finance Fran Kravitz <input checked="" type="checkbox"/> Career assistance/Employment Paul Young <input checked="" type="checkbox"/> Chemistry Olympiad David Crumrine <input checked="" type="checkbox"/> Community Activities Irene Cesa <input checked="" type="checkbox"/> Continuing Education Teri Collins <input checked="" type="checkbox"/> Educational Fran Kravitz <input checked="" type="checkbox"/> EHS Ken Fivizzani <input checked="" type="checkbox"/> Environmental Ken Fivizzani <input checked="" type="checkbox"/> Government Affairs Barb Moriarty <input checked="" type="checkbox"/> Industry Relations Josh Kurutz <input checked="" type="checkbox"/> Long Range Planning Susan Shih <input checked="" type="checkbox"/> Membership/Membership Retention Inessa Gorelik <input type="checkbox"/> Mentoring <input checked="" type="checkbox"/> Minority Affairs Charles Cannon <input checked="" type="checkbox"/> Newsletter/Publications Cherlyn Bradley <input checked="" type="checkbox"/> Nominations Josh Kurutz <input checked="" type="checkbox"/> Professional Relations Barb Moriarty <input checked="" type="checkbox"/> Project SEED Tracy Braun <input checked="" type="checkbox"/> Public Relations Russ Johnson <input checked="" type="checkbox"/> Senior Chemists Claude Lucchesi <input checked="" type="checkbox"/> Women Chemists Margaret Levenberg <input checked="" type="checkbox"/> Younger Chemists Lacy Simons <input checked="" type="checkbox"/> Other High School Student Board - John Satter Hospitality - Richard Cornell Program - Frank Jarzembowski Web Presence - Milt Levenberg
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?*	3
5. How many topical group meetings were held in your local section during 2013?*	3
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?*	30
8. What was the approximate number of active volunteers in your local section during 2013?*	80
9. Please estimate the number of new volunteers in your local section during 2013?*	12
10. Please indicate all the ways that your local section recognized volunteers during 2013.* (Check all that apply.)	<input 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 checked="" type="checkbox"/> Recognition on web <input checked="" type="checkbox"/> Recognition in newsletter <input type="checkbox"/> Other -

Local Section Administration Form - Communications

1. How many local section meetings were held during	10
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2013?*	
2. On average, how many members attended a local section meeting during 2013?*	78
3. How did Councilors report to your local section members about national ACS matters during 2013?*(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 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?*	The Section using multiple means to communicate with our members including: - email - website - section meetings - newsletter - US Postal Services (limited to elections) - Topical Meetings - eg Career Workshops
5a How Often do these communications occur:	
5a1 Number of newsletters published:*	10
5a2 Number of meeting notices:*	30
6. Did your local section have a website during 2013?*	<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?	www.chicagoacs.net
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>The Chicago Section submits this nomination for Outstanding Section for its exceptional program and contributions to society in 2013. Throughout the year, the Chicago Section broke records hosting over 40 events throughout the year. We had a record 15,902 visitors at our Illinois State Fair Exhibit, more than doubling the visitors in 10 years of this project. We had a record participation in our Section meetings and lectures with over 1000 participants. We conducted 3 congressional visits as part of our Government Affairs initiative, and with Congressman Danny Davis' encouragement, engaged in a public service project to work with the Altgelt Gardens public housing residents to recover an environmentally blighted community. We nearly doubled the number of visitors to our website throughout the year. Our Section expanded our Scout Merit Badge program, hosting 6 sold-out Scout Merit Badge Clinics on 6 Saturdays, resulting on over 250 Boy Scouts and Girl Scouts earning their merit badges this year. Our Chemistry Week Program tied in the theme of Sustainability by hosting tours of Loyola Universities Institute for Environmental Sustainability.</p> <p>The Section launched two new committees, the High School Student Board and the Senior Chemist Committee to better engage our young and enthusiastic high school chemistry students and our most experienced senior practitioners.</p> <p>We partnered with our major Universities and Industries, our affiliates in the AIChE, Cosmetic Chemists Society, Chicago Chemists Club, and ChemPharma.to bring our message to the Illinois State Fair, our world class Museum of Science and Industry, classrooms and government offices.</p> <p>We administered Chemistry Scholarship and Chem Olympiad Exams to over 140 students and granted over \$16,000 in scholarships for High School students to pursue careers in chemistry and allied sciences.</p> <p>This is a long list that recognizes over 2500 volunteer hours from our enthusiastic members, who saw over</p>



	<p>25,500 visitors at our exhibits and participants in our events. Truly an outstanding performance by an energetic and creative team.</p> <p>And while delivering on these 40+ events, we aligned and focused our efforts with the "ACS Strategic Plan 2014 and Beyond." Our teams "owned the mission" and lived out the vision "to improve people's lives through the transforming power of chemistry." By doing so, we committed our Section to be the local flag bearers of the Mission, Vision and Goals of the world's largest scientific Society. We proudly demonstrate the value chemistry brings to society and we encouraged our young students to own the mission. One message our Chair, Dr. Michael Koehler, said repeatedly throughout the years at our Section meetings was, "To be a members of the ACS is both a privilege and a responsibility. It is a privilege to work with the world's best and brightest scientists. But it is also a responsibility to participate in the professional, to share the learnings of your research, wisdom of our science, and enthusiasm for the truly transforming gift of chemistry." That is our mission ... That is our message.</p> <p>Thank you for your consideration of our nomination.</p>
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Local Section Administration Form - Supporting Materials

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

Comments

I approve the Chicago Section's 2013 Annual Report. The report is an accurate summary of the section's activity in 2013. Mike Koehler did an outstanding job as Chair.

<input checked="" type="checkbox"/> Approved & Submit for Review	Kenneth Fivizzani	02/13/2014
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*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**

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