



Central Pennsylvania Local Section Administration Form 2011

Local Section Administration Form - Governance	
1. How many times did the executive committee conduct governance business during 2011?*	2
2. How many members were there in the executive committee during 2011?*	6
3. How did the executive committee communicate with one another during 2011?*(Check all that apply.)	<input checked="" type="checkbox"/> Email <input type="checkbox"/> Teleconference <input type="checkbox"/> ACS Network <input type="checkbox"/> Other -
4. What percentage of the local section's Councilors were in official attendance at the 2011 ACS Spring Council meeting?*	100%
5. Did a member of your local section attend the Local Section Leaders Track at the 2011 ACS Leadership Institute?*	<input type="radio"/> Yes <input checked="" type="radio"/> No
6. Did your local section have a succession and/or leadership development plan during 2011?	<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 2011?*(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 type="checkbox"/> Long term plan <input 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 2011? *	<input type="radio"/> Yes <input checked="" type="radio"/> No
9. Did your local section conduct its elections electronically during 2011?*	<input type="radio"/> Yes <input checked="" type="radio"/> No
10. How many members voted in your local section officer election in 2011?*	0
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:*	<p>2011 was a rough year for the Central PA Local Section. Our former treasurer, one of my colleagues, had to be asked to resign. Much of my time as chair was spent dealing with this issue.</p> <p>As a relatively new participant in local section activities, I was woefully unprepared for my duties and vastly underestimated the demands of this position. As such, my tenure as 2011 Local Section Chair was pretty much a failure.</p> <p>We did manage to pull together a GREAT dinner/lecture event on analysis of fracking water which drew a record crowd for our section. Our treasurer issues are resolved now, largely thanks to our great new treasurer who had managed to get everything sorted out and up to date.</p>
12. 2011 Chair's goals for the Section	
a. Please list your top 3 goals:	Get the local section back to regular meetings Get formal elections held on time develop an annual budget process
b. What are your concerns and challenges?*	None, really other than the time commitment. We have a renewed interest in the executive committee, and we just need to execute according to our current plans. We also need to increase awareness of the Local Section in the community we serve. We are developing plans to market ourselves better, and a strong presence at the upcoming BCCE conference in July should help this.
13. 2011 Chair-Elect's goals for the Section	
a. Please list your top 3 goals:	To support the chair in his effort to normalize our LS life. To get more LS ACS members involved in activities. To spread our activities geographically to all parts of the local section.
b. What are your concerns and challenges?*	I do not have any concerns any more. We are back on track after a challenging 2011 year and I am looking forward helping the acting chair to bring our activities up to the level where they historically used to be.

Local Section Administration Form - Organization

1. Did your local section have any active committees with two or more members during 2011?*	<input type="radio"/> Yes <input checked="" type="radio"/> No
a. If the response to 1 (above question) is YES, please select the committee and enter the chair's name.	<input type="checkbox"/> Awards <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 type="checkbox"/> Minority Affairs <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 type="checkbox"/> Women Chemists

	<input type="checkbox"/> Younger Chemists <input type="checkbox"/> Other
2. How many subsections were active in your local section during 2011?*	0
3. How many subsection meetings were held by your local section during 2011?*	0
4. How many topical groups were active in your local section during 2011?*	0
5. How many topical group meetings were held in your local section during 2011?*	0
6. Did your local section support (financial or otherwise) an existing Technician Affiliate Group (TAG) during 2011?*	<input type="radio"/> Yes <input checked="" type="radio"/> No
7. How many dues-paying affiliate members were in your local section during 2011?*	0
8. What was the approximate number of active volunteers in your local section during 2011?*	12
9. Please estimate the number of new volunteers in your local section during 2011?*	4
10. Please indicate all the ways that your local section recognized volunteers during 2011.* (Check all that apply.)	<input type="checkbox"/> Certificates <input type="checkbox"/> Awards <input type="checkbox"/> Letter to volunteer supervisor <input type="checkbox"/> Letter to volunteer <input type="checkbox"/> Recognition at an event <input type="checkbox"/> Recognition on web <input type="checkbox"/> Recognition in newsletter <input checked="" type="checkbox"/> Other - verbal acknowledgment

Local Section Administration Form - Communications

1. How many local section meetings were held during 2011?*	1
2. On average, how many members attended a local section meeting during 2011?*	144
3. How did Councilors report to your local section members about national ACS matters during 2011?*(Check all that apply.)	<input 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 type="checkbox"/> Other -
4. Did your local section have a representative on your Regional Meeting Board or Steering Committee during 2011?*	<input type="radio"/> Yes <input checked="" type="radio"/> No
5. How does the sections leadership communicate information to its members?*	Email and our local section website
5a How Often do these communications occur:	
5a1 Number of newsletters published:*	0
5a2 Number of meeting notices:*	1
6. Did your local section have a website during 2011?*	<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?	http://www.centralpa.sites.acs.org/
7. Did your local section post its Annual Report on your website during 2011?*	<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 type="radio"/> Yes <input checked="" type="radio"/> No
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.	

Local Section Administration Form - Supporting Materials

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

Comments

<input checked="" type="checkbox"/> Approved & Submit for Review	Paul Schettler	04/11/2012
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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.

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