



Central Pennsylvania Local Section Administration Form 2013

Local Section Administration Form - Governance	
1. How many times did the executive committee conduct governance business during 2013?*	2
2. How many members were there in the executive committee during 2013?*	10
3. How did the executive committee communicate with one another during 2013?*(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 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 type="radio"/> Yes <input checked="" 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 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 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?*	49

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, our local section successfully continued on a recovery pathway from the year of 2011 when our leadership was kind of slow. We have organized several well attended activities from which many members of the local section benefited. My personal goal to attract to our activities as many local section members as possible demographically as well geographically remains for the year of 2014.
12. 2014 Chair's goals for the Section	
a. Please list your top 3 goals:	To engage more graduate students in the local section activities
	To expand the number of undergraduates joining ACS
	To engage more research faculty in local section activities
b. What are your concerns and challenges?*	In regard to the grads and undergrads many of them frankly do not see the value. They are more engaged in content specific societies and their research and really are not interested in local section activities. Also research faculty are not interested in the local section so finding a relevant way to engage all three of these groups will not be easy.
13. 2014 Chair-Elect's goals for the Section	
a. Please list your top 3 goals:	Prepare for role as Chair and learn the structure and function of the local section
	Meet and get to know other Central Pennsylvania local section members.
	Involve myself and others in the Juniata community in local section events
b. What are your concerns and challenges?*	A personal challenge will be effectively balancing my role as chair elect and my need to prepare for a more involved role as a chair with my teaching and research duties as an assistant professor at Juniata.

Local Section Administration Form - Organization

1. Did your local section have any active committees with two or more members during 2013?*	<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 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?*	0
5. How many topical group meetings were held in your local section during 2013?*	0
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?*	594
8. What was the approximate number of active volunteers in your local section during 2013?*	60
9. Please estimate the number of new volunteers in your local section during 2013?*	3
10. Please indicate all the ways that your local section recognized volunteers during 2013.* (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 - nomination for an award

Local Section Administration Form - Communications

1. How many local section meetings were held during 2013?*	4
2. On average, how many members attended a local section meeting during 2013?*	40
3. How did Councilors report to your local section members about national ACS matters during 2013?*(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 checked="" type="checkbox"/> On the local section web site <input checked="" type="checkbox"/> Other - personal communication
4. Did your local section have a representative on your Regional Meeting Board or Steering Committee during 2013?*	<input type="radio"/> Yes <input checked="" type="radio"/> No
5. How does the sections leadership communicate information to its members?*	via web site and e-mails
5a How Often do these communications occur:	
5a1 Number of newsletters published:*	0
5a2 Number of meeting notices:*	12
6. Did your local section have a website during 2013?*	<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://centralpa.sites.acs.org/
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 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 2013 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

Approved & Submit for Review Lori Van Der Sluys 02/17/2014

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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