



Georgia Local Section Administration Form 2019

Local Section Administration Form - Governance	
1. How many times did the executive committee conduct governance business during 2019?*	4
2. How many members were there in the executive committee during 2019?*	20
3. How did the executive committee communicate with one another during 2019?*(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 2019 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 2019?	<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 2019?*(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 type="checkbox"/> Arm-twisting <input type="checkbox"/> Other -
8. Did your local section conduct an officer election during 2019? *	<input checked="" type="radio"/> Yes <input type="radio"/> No
9. Did your local section conduct its elections electronically during 2019?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
9a. If the response to 9 (above question) is Yes, please list what tool you used to conduct elections.*	Survey Monkey
10. How many members voted in your local section officer election in 2019?*	61
<p>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. 2019 Chair's report: Please provide a narrative of the past year's activity/successes/challenges:*

2019 has been a great year for ASC-GA. The Executive Committee has worked hard, going above and beyond, to ensure that we consistently provide quality programming for the metro Atlanta area. In 2019 ACS-GA held more than 40 (listed) meetings, more than 16 unlisted planning meetings/conference calls, two science cafes and published 4 (quarterly) editions of our revamped newsletter, Filter Press, reaching 1800+ members with each edition. In total, our activities reached more than 16,800 people, reaching both ACS members and the general public. Except for one program (science coaches, where we have had a difficult time finding/retaining coaches), we increased our student outreach programs significantly. Our project SEED involvement increased from 8 students in 2018 to 11 students in 2019. We also started a You Be the Chemist Program with 400 participants. In addition, we have maintained or expanded all our other programs, including CCEW, NCW and Chemistry Olympiad.

My first goal was to incorporate this year's theme (based on the International Year of the Periodic Table), Elements of Collaboration, into every event/activity. We truly made 2019 a year of Elements of Collaboration as you will see in our list of activities. We collaborated with national ACS at our January meeting by having many of the National Executive Committee attend our meeting as we arranged the meeting to be held near the Leadership Training Institute held in Atlanta and the night before. February we collaborated with Fernbank Science Center and invited AACT members to join us to enjoy a talk by GA Tech professor, Dr. James Sowell, who gave a presentation about the extra-terrestrial origins of the elements, then watched a movie at Fernbank. We also hosted a PIB Science Cafe, "The Evolving Periodic Table" at two locations. In March we met at Mary Mac's Tea Room, after networking, we heard from Ms. Brandy Nagel, who works at GA Tech's Economic Development Lab as a faculty researcher and entrepreneur educator. She gave a presentation entitled "From Bench to Start-Up" and fielded many insightful questions. Later in March we participated in the Atlanta Science Festival. April brought CCEW, Greenfest, You Be the Chemist, and the monthly meeting at Urban Tree Cidery, where we explored the elements of making apple cider and had an interactive presentation from Darius Robinson about how to incorporate social media to improve our professional network. May was our annual Percy Julian Award Banquet, sponsored by MAC, at Spelman College, where two high school students were presented with book scholarships honoring Percy Julian. In June we held our family-friendly BondBQ inviting our members to enjoy good food and chemistry-related activities. Our September 2019 Herty Banquet celebrated our 85th year of ACS-GA recognizing a renowned chemist in the southeast who has an exemplary record in work and service. Our honoree was Lisa McElwee-White from the University of Florida. The next day was HMURS: a symposium with featured speakers and Dr. McElwee-White as our keynote speaker. Again our theme was collaboration: with GGC, with the students poster presenters, and with the faculty/staff. Both events were a huge success. In October we had our 50/60/70 year banquet coupled with our GA Research Symposium. We had the largest turnout for the 50/60/70 year members that we have had in recent years, with 8 attendees. It is a true joy to see the interplay and the communication between the elders in the chemistry community and new students just starting out: the interactions are amazing! In November our SERMACS representative vied for a 2024 bid and we won! SERMACS 2024 will be held in Atlanta! Due to our scheduling SNAFU last year, our committee chairs were reluctant to schedule anything in November, so other than our normal activities of NCW and the many events surrounding that, we didn't host any events. Our holiday party was a joint party with WCC and was one of the best holiday parties we have had in ages.

My second goal was to institute some new committees. I appointed a Standing Rules Committee, which was tasked with outlining specific duties for each officer's role. This committee is almost done with their first draft. I also appointed a long range planning committee, which was tasked with either deciding to schedule us a strategic planning session with ACS or to plan one for ourselves

	<p>where we decide on a mission statement, a set of goals and possibly a theme for the next 5 - 10 years, because we need to have a vision of where we want to go and how we are going to get there, otherwise every incoming chair and chair-elect could spend half their terms floundering. I was only semi-successful with both of these goals. We tabled going with ACS strategic planning due to the cost and held a planning session but did not come up with a mission statement or specific goals, instead focused on implementing my specific goals for the year (implementing the calendar/report system). I also appointed a Governmental Affairs Committee, which was successful in procuring several proclamations of the Year of the Periodic Table from counties and cities where we meet. I also appointed a Membership committee, who reaching out to new members, welcoming them to our section and personally inviting them to our next meeting. Additionally I asked Tyler to start publishing the newsletter on a quarterly basis again. Also, we needed to move our website to a new domain this year. Our webmaster went above and beyond to build us a beautiful site, in record time. Several notable improvements include: easier navigation, ACS-GA history archive section, and all our social media feed directly to the website! Lastly, I also set up a treasurer's audit task force because our books had not been audited in quite a while. The audit is complete and their team's report is included as an activity.</p> <p>My last goal was to develop an on-line calendar syncing system that would allow the chair-elect, chair, and committee chairs to work together to coordinate scheduling of meetings. In many ways this worked beyond my wildest dreams. My tech-savvy secretary found a program that could do this and even allow us to file reports and photos to make newsletter production easy and eventually even this report easier. This was the good news. User training was a bit tougher. Users compliance was even harder. Institutional change comes slow. We have the system in place now. As we continue to use the system, it will become more of a habit and within a few years everyone should be on board. We have already had two training sessions (one in 2019 and one in 2020).</p> <p>All in all, 29019 was a fantastic year, with greater outreach and expanded programming. This year we have worked hard to increase the number of volunteers, number of events, and number of people we reached out to while maintaining our focus on diversity and inclusion.</p>
<p>12. 2020 Chair's goals for the Section</p>	
<p>a. Please list your top 3 goals:</p>	<p>Advance the mission and business through corporate partnerships and sponsorship opportunities.</p>
	<p>Improve community visibility and awareness by expanding government relations and community outreach.</p> <p>Improve member engagement efforts through leadership training continuing education & podcast series.</p>
<p>b. What are your concerns and challenges?*</p>	<p>1. We need to increase website traffic, brand reputation, boost user engagement and build an effective email list. We have a few loyal members to the section but most of our members are not engaged. We will need to grow our social media presence and create an inclusive environment that invites ALL members of the section to participate.</p> <p>2. As a chapter we need a better mechanism to ensure our publications, newsletters and events are reaching members. We will need to continue to invest in stronger digital platforms that can address member retention, personalization and member churn.</p>
<p>13. 2020 Chair-Elect's goals for the Section</p>	
<p>a. Please list your top 3 goals:</p>	<p>Engage state and local government in chemical business development.</p>
	<p>Increase engagement from section members, especially industry.</p> <p>Build relationships with other professional organizations, viz. GA-Bio and GA IP Alliance</p>

<p>b. What are your concerns and challenges?*</p>	<p>1) I am concerned that too few are doing too much. We need to recruit new members into the executive board. Recently we have recruited a few, but I would like to see more fresh faces. We have had several EXCOM members move out of state in the last few years. Three more have stepped away. Our new (unknown quality) have not even replaced our losses.</p> <p>2) Learning and complying with the new system of calendar coordination and event reporting has been and will continue to be a challenge until we are all on board with the how-to's of it.</p> <p>3) One of our most pressing major challenges remains our low voter turn out: this year we e-mailed, sent postcards, advertised in the newsletter, announced at meetings, sent reminders, extended the voting deadline and still had a lower voter turnout than last year. We have some novel ideas about how to improve voter turnout this year that we will implement and will see if they work!</p>
<p>14. Does the Local Section have a Vision and/or Mission Statement?*</p>	<p><input type="radio"/> Yes <input checked="" type="radio"/> No</p>
<p>15. What was the date of the last Local Section strategic planning session?*</p>	<p>3/16/2019</p>

Local Section Administration Form - Organization

<p>1. Did your local section have active coordinators for the following?*</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 activity and enter the coordinators name.</p>	<table border="0"> <tr><td><input checked="" type="checkbox"/></td><td>Awards</td><td>Cora MacBeth</td></tr> <tr><td><input checked="" type="checkbox"/></td><td>Budget/Finance</td><td>Holly Davis</td></tr> <tr><td><input type="checkbox"/></td><td>Career assistance/Employment</td><td></td></tr> <tr><td><input checked="" type="checkbox"/></td><td>Chemistry Olympiad</td><td>Heather Abbott-Lyon</td></tr> <tr><td><input type="checkbox"/></td><td>Community Activities</td><td></td></tr> <tr><td><input type="checkbox"/></td><td>Continuing Education</td><td></td></tr> <tr><td><input checked="" type="checkbox"/></td><td>Educational</td><td>Manju Venugopal</td></tr> <tr><td><input type="checkbox"/></td><td>EHS</td><td></td></tr> <tr><td><input type="checkbox"/></td><td>Environmental</td><td></td></tr> <tr><td><input checked="" type="checkbox"/></td><td>Government Affairs</td><td>Jahari Soward</td></tr> <tr><td><input type="checkbox"/></td><td>Industry Relations</td><td></td></tr> <tr><td><input checked="" type="checkbox"/></td><td>Strategic Planning</td><td>Cheryl Trusty</td></tr> <tr><td><input checked="" type="checkbox"/></td><td>Membership/Membership Retention</td><td>Cheryl Trusty</td></tr> <tr><td><input type="checkbox"/></td><td>Mentoring</td><td></td></tr> <tr><td><input checked="" type="checkbox"/></td><td>Minority Affairs</td><td>Deborah Ortiz</td></tr> <tr><td><input checked="" type="checkbox"/></td><td>Newsletter/Publications</td><td>Tyler Kinner</td></tr> <tr><td><input checked="" type="checkbox"/></td><td>Nominations</td><td>Mark Mitchell</td></tr> <tr><td><input type="checkbox"/></td><td>Professional Relations</td><td></td></tr> <tr><td><input checked="" type="checkbox"/></td><td>Project SEED</td><td>Ajay Mallia</td></tr> <tr><td><input checked="" type="checkbox"/></td><td>Public Relations</td><td>Antara Dutta</td></tr> <tr><td><input checked="" type="checkbox"/></td><td>Senior Chemists</td><td>Joe Stoner</td></tr> <tr><td><input checked="" type="checkbox"/></td><td>Women Chemists</td><td>Sarah Winget</td></tr> <tr><td><input checked="" type="checkbox"/></td><td>Younger Chemists</td><td>Cory Turner</td></tr> <tr><td><input checked="" type="checkbox"/></td><td>Other</td><td>Outreach Minigrants - Tyler Kinner History & Archive Committee - Don Hicks Herty Award Committee - David Gottfried You Be the Chemist - Ajay Mallia</td></tr> </table>	<input checked="" type="checkbox"/>	Awards	Cora MacBeth	<input checked="" type="checkbox"/>	Budget/Finance	Holly Davis	<input type="checkbox"/>	Career assistance/Employment		<input checked="" type="checkbox"/>	Chemistry Olympiad	Heather Abbott-Lyon	<input type="checkbox"/>	Community Activities		<input type="checkbox"/>	Continuing Education		<input checked="" type="checkbox"/>	Educational	Manju Venugopal	<input type="checkbox"/>	EHS		<input type="checkbox"/>	Environmental		<input checked="" type="checkbox"/>	Government Affairs	Jahari Soward	<input type="checkbox"/>	Industry Relations		<input checked="" type="checkbox"/>	Strategic Planning	Cheryl Trusty	<input checked="" type="checkbox"/>	Membership/Membership Retention	Cheryl Trusty	<input type="checkbox"/>	Mentoring		<input checked="" type="checkbox"/>	Minority Affairs	Deborah Ortiz	<input checked="" type="checkbox"/>	Newsletter/Publications	Tyler Kinner	<input checked="" type="checkbox"/>	Nominations	Mark Mitchell	<input type="checkbox"/>	Professional Relations		<input checked="" type="checkbox"/>	Project SEED	Ajay Mallia	<input checked="" type="checkbox"/>	Public Relations	Antara Dutta	<input checked="" type="checkbox"/>	Senior Chemists	Joe Stoner	<input checked="" type="checkbox"/>	Women Chemists	Sarah Winget	<input checked="" type="checkbox"/>	Younger Chemists	Cory Turner	<input checked="" type="checkbox"/>	Other	Outreach Minigrants - Tyler Kinner History & Archive Committee - Don Hicks Herty Award Committee - David Gottfried You Be the Chemist - Ajay Mallia
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<p>2. How many subsections were active in your local section during 2019?*</p>	<p>4</p>																																																																								
<p>3. How many subsection meetings were held by your local section during 2019?*</p>	<p>10</p>																																																																								

4. How many topical groups were active in your local section during 2019?*	0
5. How many topical group meetings were held in your local section during 2019?*	0
6. Did your local section support (financial or otherwise) an existing Technician Affiliate Group (TAG) during 2019?*	<input type="radio"/> Yes <input checked="" type="radio"/> No
7. How many dues-paying affiliate members were in your local section during 2019?*	26
8. What was the approximate number of active volunteers in your local section during 2019?*	199
9. Please estimate the number of new volunteers in your local section during 2019?*	125
10. Please indicate all the ways that your local section recognized volunteers during 2019.* (Check all that apply.)	<input checked="" 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 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 2019?*	9
2. On average, how many members attended a local section meeting during 2019?*	35
3. How did Councilors report to your local section members about national ACS matters during 2019?*(Check all that apply.)	<input 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"/> In an email <input type="checkbox"/> Other -
4. Did your local section have a representative on your Regional Meeting Board or Steering Committee during 2019?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
5. How does the sections leadership communicate information to its members (including social media channels)?*	<p>The section's leadership communicates with our membership through a variety of methods:</p> <ul style="list-style-type: none"> - Quarterly digital newsletter, The Filter Press including columns written by chair and councilor(s) specifically to communicate information. - Facebook, Instagram, Twitter, and LinkedIn serve as additional platforms to share important information from leadership to membership.
5a How Often do these communications occur:	
5a1 Number of newsletters published:*	4
5a2 Number of meeting notices:*	42
6. What social media does your local section use? (If selected, please provide the link.)	<input checked="" type="checkbox"/> Facebook http://georgia.sites.acs.org/ <input checked="" type="checkbox"/> Twitter @acsgeorgia <input checked="" type="checkbox"/> LinkedIn https://www.linkedin.com/groups/3198183 <input checked="" type="checkbox"/> Other Instagram -- acs.ga
7. Did your local section have a website during 2019?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
7a. If the answer to 7 (above question) is YES, what was the URL for your local section's website?	www.acsga.org
8. Did your local section post its Annual Report on your website during 2019?*	<input checked="" type="radio"/> Yes <input type="radio"/> No

Local Section Administration Form - Nomination

<p>1. Our Section would like to self-nominate for the Local Section Outstanding Performance Award.*</p>	<p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>2. Please provide a summary self-nomination statement of 500-word or less. The summary statement should highlight local section's 2019 activities to support your nomination.</p>	<p>2019 has been a great year for ASC-GA. Our executive committee officers have worked hard and played hard to bring quality programming to the metro Atlanta area. We love chemistry and we love ACS and we love what we do -- and it shows by the results we have achieved! We expanded our programming, our outreach, number of volunteers, and number of participating active members. We have a few new faces on our executive board but would welcome more. As always, NCW expanded its scope and outreach in terms of number of volunteers (199) and number of students involved (9500). CCEW also expanded its programs this year, reaching a record 1121 students, and also grew in every metric. We hosted two student symposium again this year, HUMRS, with 76 posters, and GA Student Symposium with 26 posters. Our Chemistry Olympiad program continues to excel this year as well. WCC, YCC and MAC are all continuing to flourish within our section by continuing to provide enhanced and quality programming to our membership.</p> <p>To fulfill one of my goals, we incorporated our theme "Elements of Collaboration" into our programming at every opportunity. I was thrilled that so many national leaders came to our January meeting, which was held in conjunction with the leadership training in Atlanta -- it was a wonderful collaboration with National ACS Leadership and it was a pleasure to see everyone. Also, I especially pleased with the programming for the October meeting, where we actualized our collaborative efforts by bringing together our young chemists with our senior chemists and watched the amazing reaction! (See the program documentation attached to the event notes). Also, the collaboration at HMURS was incredible (as discussed elsewhere). These are only three of the many examples I could give you. See our reports for more!</p> <p>Another goal was fulfilled when we instituted/revived some committees. This entailed reviving a few old committees such as our Membership and Government Affairs Committees as well as restarting publication of our newsletter, The Filter Press, on a quarterly basis. We also started a Long-Range Planning Committee, a Standing Rules Committee and an Audit Task Force. We also redefined one committee: we now have a Science Education Outreach Coordinator. Our committees, new and old, are busy doing their work effectively and efficiently. We needed to obtain a new website domain and transfer everything to it, so our webmaster took the opportunity to completely rebuild the website. It is incredible! The site is easier to navigate, looks sleeker, and is more intuitive.</p> <p>My last goal was fulfilled when we began the implementation of a new system of calendar synchronization and report submission, which will eventually make everything flow smoother. We had a training session of this system for EXCOM members in March. Fortunately, my successor is on board with this system and will continue to use it, and will train others to use it, ensuring the viability of the system in ACS-GA. The beauty of this system is that every thing is linked together: calendar, reports, pictures, social media and our new website. ACS-GA welcomes the digital age and communications of the 21st century!</p> <p>We tried to improve voter turnout by advertising in our newsletter, emails, website and word of mouth. Nevertheless, we continue to have low voter turnout. We have some novel ideas about how to turn that around this year and hope to improve our voter count in 2020.</p>

Local Section Administration Form - Supporting Materials

File Name	File Size	Brief Description
2019 ACS-GA year in review.pdf	0.3 MB	2019 ACS-GA Year In Review

Local Section Administration Form - Approval

Comments

Approved & Submit for Review

Joseph Stoner

02/15/2020

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 ---