



Eastern New York Local Section Administration Form 2016

Local Section Administration Form - Governance	
1. How many times did the executive committee conduct governance business during 2016?*	3
2. How many members were there in the executive committee during 2016?*	9
3. How did the executive committee communicate with one another during 2016?*(Check all that apply.)	<input checked="" type="checkbox"/> Email <input type="checkbox"/> Teleconference <input type="checkbox"/> ACS Network <input checked="" type="checkbox"/> Other - Executive committee, local section mtgs
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 2016 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 2016?	<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 2016?*(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 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 2016? *	<input checked="" type="radio"/> Yes <input type="radio"/> No
9. Did your local section conduct its elections electronically during 2016?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
10. How many members voted in your local section officer election in 2016?*	65
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. 2016 Chair's report: Please provide a narrative of the past year's activity/successes/challenges:*

In 2016, the section enacted several changes with the goal of increasing our outreach and broadening participation within our membership. Two significant procedural changes were online registration and payment for monthly meeting attendance, and electronic balloting for section elections. The use of online registration for meetings, and consequent elimination of "cash at the door" payments, has reduced the number of no show registrants and simplified keeping track of payments for meetings. The use of electronic balloting doubled member voting participation in our 2016 elections. We also began publishing an online monthly digest, listing chemistry related events and activities in the Eastern New York section area. This digest also allowed us to collaborate with the Mid-Hudson section by notifying our membership of career-planning workshop they organized in September. The Education Committee sponsored AACT memberships for six teachers who were nominated by ENY-ACS members, and also organized a K-12 STEM panel discussion for our October meeting.

The section was active in applying for and receiving grants this year. We received a CEI minigrant and an IPG grant related to the development of Green Chemistry themes. The section also received a Science café mini grant on the science of hydraulic fracturing. In addition, the section received a Bridging the Gaps grant to develop our electronic balloting.

Changes were also introduced in our meetings. In January we introduced an innovative "Future Leaders" series, where graduate students completing their research present to the section. Several meetings this year were "pizza meetings" with a less formal, less expensive format designed to attract student members. Our October meeting was a panel discussion on K-12 STEM education: panelists were high school teachers representing diverse school districts and experiences, and the panel was moderated by the chair of our education committee. During our May awards meeting we honored 50 and 60 year members, recognized the best booth winners from the October 2015 National Chemistry Week celebration at the NYS Museum, and recognized Shriya Arunkumar, the national winner of the NCW poetry contest.

One goal specifically cited from last year is nearing completion: The electronic archiving of meeting minutes, to be posted on the section's website. The handwritten minutes from 2015 meetings have been transcribed to electronic format and are being posted on the section's website. Success in this can be repeated for subsequent years.

Our two big events this year were the April Undergraduate Research Symposium (UGRS) and the October National Chemistry Day celebration. The UGRS was held at Siena College in Colonie, providing opportunities for students in the capital region to present their work in posters and oral presentations. Recent efforts by the organizers to streamline the submission process have worked well, with the development of online submissions and electronic program book for the event. The symposium was well attended by presenting students and section members. In coordination with the UGRS, a talk on Green Chemistry was given by Laura Reyes, a University of Toronto graduate student and member of the student-run Green Chemistry Initiative. Her talk was funded in part by a CEI minigrant. Our National Chemistry Day celebration was held in October at the New York State Museum in Albany. The excellent weather reduced attendance from the record levels achieved last year, but 436 attendees - K-12 students, their parents and other interested parties - came to see presentations on Forensic Science by local colleges, high schools, state government and businesses. Perhaps not surprisingly, the Best Themed Booth award went to NYS Police Forensics Investigation Center.

The Eastern New York section is proceeding forward with ambitious plans for the upcoming years. In a November executive committee meeting the section committed to hosting NERM in 2019. We have taken the first critical steps of identifying our General and Program Chairs, and selecting a venue. Although the organizing of a NERM proceeds in parallel with section events, this will rely

	heavily on efforts by our section members for success. Fortunately, we have excellent support from Alternate Councillor Tony Noce, who was the General Chair of the previous NERM hosted by ENY-ACS, and is currently Chair of NERACS. The initiatives developed this year to increase membership participation are yielding results more slowly than we'd like. Although there are some instances where new faces are taking more active roles in the section, most of our officers ran unopposed in 2016 elections and we continue to strongly rely on a small, dedicated group of about 10 – 15 members to accomplish most of what we do.
12. 2017 Chair's goals for the Section	
a. Please list your top 3 goals:	Increase the use of information technology tools to diversify and increase section participation
	Explore activities to support career development of chemistry and allied professionals
	Explore opportunities of collaboration with government and public service officials
b. What are your concerns and challenges?*	In 2016, the local section took initiatives that led to significant diversification of the attendees at the meetings. While there was significant diversification, the average attendance and active volunteer number did not change appreciably. Due to competing priorities, it is sometimes difficult to get active and persistent engagement from the members. As ENY is looking to expand the scope of activities, it is important to build a sustainable model of member engagement. Additionally, employment in chemistry and allied fields has increased significantly but many professionals still struggle to find suitable employment. This may be due to mismatch of skills, lack of information on opportunities and limited career networking avenues. Employment opportunities not only can increase active participation in the local section but also attract students to chemistry and allied fields. As Chair, I will like the section and ACS to introduce initiatives that can provide career development opportunities to the chemistry professionals within the section.
13. 2017 Chair-Elect's goals for the Section	
a. Please list your top 3 goals:	Increase interactions of local section with state government
	Expand social media and online efforts to reach members
	Continue efforts to improve financial position and sustainability of the section
b. What are your concerns and challenges?*	Much attention has been focused in recent years on improving active participation within the section, and a continued concern is there has not been much change or growth in attendance. I would like to see increased interactions between the younger (e.g. university students) and professional (e.g. industry, government) membership, and focus on finding jointly beneficial opportunities to both as a means of highlighting value in membership and participation. In doing so, I would hope to see more competition for elected roles and larger volunteer base.

Local Section Administration Form - Organization

1. Did your local section have any active committees with two or more members during 2016?*	<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.	<input checked="" type="checkbox"/> Awards Michael Hagerman <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 checked="" type="checkbox"/> Educational William Kennerly <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 checked="" type="checkbox"/> Other	Tina Ovitt (NCW) Mayrita Arrandale (NCW) Anthony Noce (NERM)
2. How many subsections were active in your local section during 2016?*	0	
3. How many subsection meetings were held by your local section during 2016?*	0	
4. How many topical groups were active in your local section during 2016?*	0	
5. How many topical group meetings were held in your local section during 2016?*	0	
6. Did your local section support (financial or otherwise) an existing Technician Affiliate Group (TAG) during 2016?*	<input type="radio"/> Yes <input checked="" type="radio"/> No	
7. How many dues-paying affiliate members were in your local section during 2016?*	6	
8. What was the approximate number of active volunteers in your local section during 2016?*	250	
9. Please estimate the number of new volunteers in your local section during 2016?*	50	
10. Please indicate all the ways that your local section recognized volunteers during 2016.* (Check all that apply.)	<input checked="" type="checkbox"/> Certificates <input type="checkbox"/> Awards <input checked="" type="checkbox"/> Letter to volunteer supervisor <input type="checkbox"/> Letter to volunteer <input checked="" type="checkbox"/> Recognition at an event <input type="checkbox"/> Recognition on web <input type="checkbox"/> Recognition in newsletter <input checked="" type="checkbox"/> Other - Free NCW T-shirts	

Local Section Administration Form - Communications

1. How many local section meetings were held during 2016?*	8	
2. On average, how many members attended a local section meeting during 2016?*	53	
3. How did Councilors report to your local section members about national ACS matters during 2016?*(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 type="checkbox"/> Other -	
4. Did your local section have a representative on your Regional Meeting Board or Steering Committee during 2016?*	<input checked="" type="radio"/> Yes <input type="radio"/> No	
5. How does the sections leadership communicate information to its members (including social media channels)?*	1. The section initiated a 'monthly digest' to communicate relevant events within the section's geographical region and within ACS to the members.	

	<p>2. Information about section events and relevant non-ACS events was communicated at the section meetings.</p> <p>3. Mass email about the local section meetings was sent out to section members.</p> <p>4. Information (upcoming meetings etc.) is posted on the local section website.</p>
5a How Often do these communications occur:	
5a1 Number of newsletters published:*	10
5a2 Number of meeting notices:*	16
6. What social media does your local section use? (If selected, please provide the link.)	<input type="checkbox"/> Facebook <input type="checkbox"/> Twitter <input type="checkbox"/> LinkedIn <input type="checkbox"/> Other
7. Did your local section have a website during 2016?*	<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?	http://easternny.sites.acs.org
8. Did your local section post its Annual Report on your website during 2016?*	<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 2016 activities to support your nomination.	<p>During 2016, ENY ACS introduced novel and innovative initiatives to adapt to changing demographics and technologies. These initiatives resulted in - (1) significant increase in diversity and student participation, (2) introduction of career development and networking opportunities for students, and (3) extensive use of information technology tools to improve efficiency of operations. We made outstanding progress in 2016 towards long-term success of the section and constituents.</p> <p>Diversity and career development - ENY ACS initiated a new series in 2016 called 'Future Leaders' at which PhD students expected to graduate in that calendar year present their research to the local section. This seminar allowed these students to present to diverse group of attendees, and network with professionals from academia and industry for future employment opportunities. Additionally, ENY ACS conducted two section meetings in less formal setting - university classrooms with pizzas - to encourage higher student participation and casual networking. These initiatives diversified attendance at the section meetings (25-50% students in less formal meetings compared to < 10% in the past), and also provided career networking opportunities to the students.</p> <p>STEM education - Education committee organized a panel discussion - first time ever - on STEM education. Four high school chemistry teachers formed the panel and answered questions from the attendees on the state of STEM education in NY state. As the leading chemistry organization, it is critical for ACS to take up policy matters that can affect chemists, and this panel discussion is unique way to inform, encourage and involve the local section members in policy matters.</p> <p>Encouraging chemistry in the community - National Chemistry Week (NCW) was celebrated on October 15 at New York State Museum. NCW is a tradition that has been followed by ENY ACS for several years. Academic and industrial organizations set up tables with chemistry demos that excited school children about the 'magic' of chemistry. NCW was attended by nearly 250 students and 200 adults, and was supported by nearly 200 volunteers. Continuing another tradition, ENY ACS organized undergraduate research symposium in April 2016 at which nearly 50 undergraduate students presented posters and gave oral presentations on their research.</p> <p>Use of information technology tools - In 2016, ENY ACS made a commitment to adapt to the current technologies. ENY ACS transitioned to online meeting registration, online</p>

	<p>payment and online officer elections. Online officer elections increased the number of votes to 200% compared to past elections. Online registration and payment streamlined meeting organization and improved financial management. ENY ACS initiated monthly digest in 2016 to share information on ongoings within the local section region.</p> <p>Media coverage - Media coverage increases awareness about the local section and can encourage students to take up chemistry as profession. Times Union, one of the largest newspapers in NY state, covered NCW event and published pictures from the event. Regeneron Pharmaceuticals published an internal article on NCW and September 2016 section meeting held on Regeneron Pharmaceuticals campus.</p> <p>2016 has been an exceptional year to build a strong foundation for future success of the local section and its members. In addition, this foundation will help with organizing a successful NERM 2019 that ENY ACS will be hosting.</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

The Eastern New York Section had an outstanding year in both leadership and innovative programming ideas!

<input checked="" type="checkbox"/> Approved & Submit for Review	Warren Hull	01/13/2017
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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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