

**243 ACS National Meeting  
CINF Executive Committee Meeting  
Saturday, March 24, 2012, 4pm - 6pm  
Room 25C, San Diego Convention Center**

Rajarshi Guha opened the meeting at 16:05 with a round of introductions.

Voting members present:

Rajarshi Guha, Division Chair  
Antony Williams, Division Chair-Elect  
Greg Banik, Division Past Chair  
Bonnie Lawlor, Councilor  
Andrea Twiss-Brooks, Awards Committee (chair), Councilor  
Guenter Grethe, Alternate Councilor  
Chuck Huber, Education Chair, Alternate Councilor  
Leah Solla, Division Secretary, Membership Committee  
Meghan Lafferty, Division Treasurer, Finance Committee  
Rachelle Bienstock, Program Chair

Non-voting members present:

Graham Douglas, Fundraising Committee (chair)  
Susanne Redaljie, Bylaws & Procedures (chair)  
William Town, Communications & Publications Committee (chair)

Guests present:

Grace Baysinger, Education Committee  
Dave Martinsen, Communications & Publications Committee, Programming Committee  
Donna Wrublewski, Education Committee

1. Division Business

1.1. Approval of 2011 Fall Executive Committee meeting minutes (Leah)

Chuck moved to approve the minutes as submitted, Andrea seconded the motion and the motion carried.

1.2. Creation of an Event Planning Committee

- one person, event planner helpful for chair, some prep before, during and after meetings  
-solicit from open meeting and functionaries list

1.3. Committee Nominations & Approvals

1.3.1. Nomination

Greg (chair), Chuck, Grace  
consider changing dates in bylaws associated with the nominating committee and elections

**ACTION ITEM:** Susanne will check with ACS on whether we need to do a bylaws vote to change dates

**ACTION ITEM:** Rajarshi and Leah to consider what other changes might need to be done with bylaws and consider if we need to assign a task force

1.3.2. Membership

Greg (chair), Leah, Judith Currano (potential)

**ACTION ITEM:** Greg will confirm with Judith on her participation.

1.3.3. Careers

-solicit from open meeting and functionaries list

1.3.4. Teller

-solicit from open meeting and functionaries list

**ACTION ITEM:** Leah will follow up with Sue Cardinal on her continuing as chair.

1.3.5. Fundraising

-need asst chair for fall to become chair next year

-solicit from open meeting and functionaries list

1.4. Membership issues

- membership interest gathering (list of interests)
- Membership Committee lead discussion of what CINF message is, what goes out and coordinate with Pub/Comm on how it goes out
- survey for CINF futures/messaging
  - separate SurveyMonkey account than elections, brand for CINF
  - CINF Futures Group will develop the survey and coordinate with membership

1.5. Teleconferencing for Executive Committee

-Rajarshi host, Leah organize scheduling for teleconfs

-Preferably block out 30 min, monthly regular time

**ACTION ITEM:** Leah will set up Doodle poll for EC group

2. Committee Reports

2.1. Awards (Andrea)

-voted recipient for Wert

-2 awards for scholarship poster, supported by Accelrys, will be determined after poster session, from 16 applications! (looking for novelty), targeted regional departments

-Fiz Chemie supporting 3 in fall

-voted recipient for Val M, Wendy Warr

-Best Presentation, was going to delay to Philly, to work harder at it, not ready, hard to plan this in advance to promote, problem for programming with scheduling, writing up report on lessons learned from this grant

Guenter moved to discontinue the Best Presentation Award. Chuck seconded the motion. Bonnie provided a friendly amendment to divert funds towards programs related to securing the future of the division. The motion carried with no opposition.

## 2.2. Careers

-no report

## 2.3. Communications & Publications (Bill)

- website, Danielle reports migration progressing
- Sventlana and Judith doing two issues next year
- Graham will join committee in 2013
- need new chair in 2013, Dave M and Judith as co-chairs
- issues of ACS Network, now have calendaring function
- Bill reviewing procedures, working on display, break it up into sections
- blog? Considering various expanded activities once fully migrated to Drupal
- content potential? Tony interested in starting the momentum

**ACTION ITEM:** Bill will work with Danielle to work on blogging functionality from the website

## 2.4. Procedures & Bylaws (Susanne)

- set up regular schedule set up for committee updates along with goals, could be assigned to asst. chairs to familiarize with work of committees
- need procedures review with bylaws, need to work with EC on this, divvy up among EC
- working on calendar of division functionaries deadlines

**ACTION ITEM:** Rajarshi, Tony and Susanne discuss how to implement these actions

## 2.5. Education

- programming:
  - SD, day long symposium on Instructional Tools for Chemical Information (18 shorts)
  - BCCE at Penn State, Andrea, Grace and Judith, Before and After the Lab
  - CCE 2014 at Grand Valley in Michigan, Ye Lin will be working on this
  - looking at Indianapolis: Cheminformatics, integrating more into general chem education, can work with CSA Trust

**ACTION ITEM:** Bonnie will bring this suggestion to CSA Trust

- worked on info comps for undergrads with SLA-CHD, want to link from CINF and CBT
- working on info comps for grad students, potential work with ACSOC
- setting up virtual meetings
- Grace asst. chair, will be chair in 2013

**ACTION ITEM:** Chuck will send updated committee membership to Leah and Danielle

## 2.6. Finance (Meghan)

- allocation from ACS decreased 20%, new formula, 65% relates to meeting attendance, low for both Anaheim and Denver
- no money for CINFlash spent yet, money was for promoting and real-time tweeting, cover Internet access (but has been free)

**ACTION ITEM:** Rajarshi will work with program chair to enhance CINFlash sessions, or other ways to put out the flash presentations, videorecord them, put up on CINF website or YouTube

## 2.7. Fundraising (Graham)

- members: Graham (chair), Tony, Wendy
- 2011: deficit for Anaheim covered by CINF funds, Denver robust so total deficit low
- rollover from previous year helped, now to \$28k, surplus available to help travel for Skolnik awardees
- 2012: low for SD, sponsorship for CADD and InChI symposiums
- working on new Harry's party sponsor for 2013
- working on 2013 Skolnik reception
- looking for asst chair for fall and become chair in 2013
- consider skip spring Tuesday reception if not known funding, has to be fully funded at point event reservations due
- considering potential social events with CHAL

## 2.8. Membership

- no report

**ACTION ITEM:** Leah check on low point when ACS starts watching division vitality

## 2.9. Program (Rachelle)

SD

- 133 abstracts submitted (twice Denver)
- highlights [from Rachelle]
- 3 free registrations

Philly:

- big program set up
- deadline extended to April 5
- asst. chair Jeremy Garritano, chair for 2013: New Orleans, Indianapolis
- need more programming planning further out: Dallas

MPPG (Guenter)

- program chair follow up with theme organizers and plan one or more on theme each meeting
- 2013: New Orleans (food & energy), Indianapolis (chemistry in motion)
- 2014: Dallas (advanced materials for new opportunities), San Francisco (stewardship of the world)

## 3. Other

### 3.1. Open Meeting agenda/topics

- committee membership solicitations: event planner, careers chair, teller, fundraising asst. chair

### 3.2. Report on NISO SI Activities (Dave/Bonnie)

- see report for membership
- business working group distributed best practices draft for comment
  - definitions (ex. integral and additional)
  - focus on ease of access, navigation
- technical working group releasing draft for comment later this spring
  - some authors perceiving journals as dumping ground for data, some journals have stopped accepting SI

- what about citations, cited refs in SI?
- format? more about metadata description rather than determining format dependent on data type
- on radar about linking to repositories, metadata exchange?, does metadata include where data deposited?
- other groups in disciplines looking at data as first class research material
- once both sections reviewed, final report will be assembled
- another NISO/NFAIS review in 18 mos after final

**ACTION ITEM:** Bonnie and Dave will prepare an article on the NISO/NFAIS SI collaboration for the CIB

3.3. CINF-CIC Collaboration (Guenter)

- collaboration product XCITR, needs hosting, maintenance, CIC may be able to get data out

3.4. Other new business

None.

Chuck moved to close the meeting at 18:12, Andrea seconded.

Respectfully submitted,  
Leah Solla, CINF Secretary 2010-2013