

Minutes

CINF Executive Committee Meeting

252nd ACS National Meeting, San Diego

Saturday, August 20, 2016

Philadelphia Convention Center, Room 33A

3:00 – 6:00 PM

Convened at 3:05 PM by Rachelle Bienstock, Division Chair

I. Welcome (Rachelle)

Members:

Rachelle Bienstock, Chair, Past Chair

Erin Davis, Chair-Elect

Tina Qin, Secretary (minutes)

Donna Wrublewski, Membership Chair

Rob McFarland, Treasurer Bonnie Lawlor, Councilor

Charles Huber, Alternate Councilor

Elsa Elvaro, Program Chair

Bonnie Lawlor, Councilor

Svetlana Korolev, Councilor

Functionaries (non-voting):

Grace Baysinger, Education Chair

Evan Bolton, Program Committee Member

Graham Douglas, Communications & Publications Committee Chair, Fundraising Committee Member

David Evans, Awards Committee Chair

Leah McEwen, Program Committee Member

Michael Qiu, Program Committee Member, Events Coordinator

Pamela Scott, Careers Committee co-chair

Judith Currano

II. Division Business

A. Approval of the Spring 2016 Executive Committee Meeting Minutes

- Minutes approved from San Diego

B. DAC issues and updates - Rachelle

- DAC Develops New Strategic Plan

- In June, DAC representatives, working with Amber Hinkle, Carol Duane and Wayne Jones, developed a new strategic plan to guide DAC activities over the next 3-5 years.

- DAC's vision: Empowering Technical Divisions to Successfully Advance the Chemical Enterprise.

- DAC's mission: To Provide Guidance, Support, and Resources to the Technical Divisions that Enable Them to Accomplish Their Goals.

- The plan focuses on three primary goals that DAC plans to achieve by no later than 2020:

- Enhance communications with and between divisions.
 - Increase and sustain the number of ACS members who belong to at least one division to 66% by 2020.
 - Enhance collaboration and networking between divisions.

DAC has developed strategies and tactics supporting each of these three goals, and is in the process of developing detailed plans to immediately implement them.

The complete team that worked on this plan appears below:

Rodney Bennett, Chair, DAC
Mike Morello, Immediate Past Chair, DAC
Mike Appell, DAC Member
Roger Egolf, DAC Member
Mary Ann Meador, DAC Member
Julie Smist, DAC Member
Mitchell Bruce, DAC ConC Liaison
Carol Duane, Facilitator
Amber Hinkle, Facilitator
Wayne Jones, Facilitator
John Katz, DAC Staff Liaison

- ACS POD Shorts Pilot Update

- DAC continues to work with staff on the POD Shorts initiative.

A Presentation on Demand Short (POD Short) provides presenters with an opportunity to create a 3-minute, professional quality video summary of their full-length oral presentation. The video focuses on the most important/significant aspects of a presentation in an easy to share, digestible, 3-minute chunk. As an example, here is a short video presentation by Dr. Bjorn Over (AstraZeneca) sharing his work on How to Design Cell Permeable Non-Peptidic Macrocycles: <https://youtu.be/r08MzAVtr4o>.

DAC is piloting this initiative with four divisions. For the San Diego National Meeting, we worked with ORGN, PMSE, POLY and MEDI. For the Philadelphia meeting, we are working with ORGN, PMSE, POLY and ENVR.

The table below indicates the number of oral presenters who expressed an interest in giving a POD Short. That number is different, of course, from the number who will actually book an appointment and deliver a POD Short (we expect the attrition rate to be about 40%). In any event, DAC is very pleased with the dramatic increase in the interest in this initiative.

San Diego Philadelphia

ORGN 27 70

PMSE 17 54

POLY 16 48

ENVR N/A 74

MEDI 3 N/A

Total 63 246

In addition to the POD Shorts technical presentations, we are also working with 10 divisions to produce division promotional videos for divisions to post on their websites, in addition to other applications.

Here is the list of divisions cutting promotional videos in Philadelphia, and their designated spokesperson, though the spokespersons are subject to change:

ENFL Michelle Kidder

NUCL Graham Peaslee

PROF Peter Smith

INOR Jason D'Acchioli

SCHB Jennifer Maclachlan
HIST Carmen Giunta
BMGT Mick Hurrey
ANYL Anna Cavinato
GEOC Anastasia Ilgen
MEDI John Macor

- DAC Updating Formula Used to Allocate Dues Pool Funds
 - At the Philadelphia National Meeting, DAC will be discussing whether to revise the formula it uses to allocate dues pool funds to the divisions. ACS bylaws require that Council review the allocation formula no less often than every three years, which means DAC will present a formula for Council action at the 2017 San Francisco National Meeting in April. DAC is discussing whether to present to Council the current formula, or to revise in some manner.

There are four general buckets from which divisions currently earn allocation funding: Base Allotment, Per Member Allotment, Innovative Projects Allotment, and Total Programming Allotment (which reflects division activity at national meetings).

- Here are the totals for each:
Base Allotment 15%, Per Member 12.5%, Innovative Project Grants 10%, Total Programming 62.5%

The Total Programming portion (i.e., the 62.5%) of the allocation formula is sub-divided in the following manner:
50% of Total Programming is directed at number of attendees at oral sessions for the year's national meetings
25% of Total Programming is directed at number of division members registered for the year's national meetings
25% of Total Programming is directed at number of division poster papers presented at the year's national meetings.

- To look at this a different way, here's how the 100% gets broken out (illustrating how the three parts of the Total Programming bucket feed into the 100%).
Attendees at oral sessions 31.25%
Members at national meetings 15.625%
Poster papers presented 15.625
Base Allotment 15%
Per Member 12.5%
Innovative Project Grants 10%
- Divisions Receive "Salutes to Excellence" Plaques from Diane Grob Schmidt
 - During the DAC Meeting on Sunday morning in Philadelphia, Immediate Past-President Diane Grob Schmidt distributed "Salutes to Excellence" plaques to divisions that supported her presidential programming during the period 2014-2016. **Division of Chemical Information** received awards.
- Group Established to Study Programming at National Meetings

- During the planning period for the last several National Meetings, there has been an increased demand for exemptions from the Even Programming Rules. In most cases the request was to eliminate Thursday afternoon programming but in some cases also to eliminate Thursday morning sessions. Initial discussions between a small group of DAC & M&E members led to a decision that it was time to review the programming rules.

This decision led to the formation of the Study Group on Programming at National Meetings (SGP). Members of SGP include Rodney Bennett (Chair, DAC), John Pochan, (Chair, M&E), Kevin Edgar (Member, M&E), and Julie Smist (Member, DAC).

During the Philadelphia National Meeting, there will be two Program Chair Town Hall Meetings. One will be scheduled from noon – 3pm on Saturday, August 20 in the Pennsylvania Convention Center, Room 121B. The other Town Hall will be held on Wednesday, August 24, from 12:30pm – 3:30pm in the Pennsylvania Convention Center, Room 120C.

Feedback will be sought from participants on the following topics (among others):

1. Possible elimination of Thursday programming.
2. Adjusting the national meeting planning timeline (e.g., extend or shorten the abstract submission period)?
3. Adjusting the timeline during which changes to the program can be made
4. Increasing cross-divisional cooperation with regard to the technical program

ACTION ITEM: Officers and Committee chairs provide feedback to the topics above

- Through a DAC initiative, staff is offering an opportunity for up to 10 divisions to produce a 1-3 minute testimonial-style HD video promoting membership in the division. Allocate ten appointment slots on a first come/first serve basis.
- Message from ACS:
 - Underrepresentation of industrial chemists/chemical engineers and females in the ACS Awards Program calls for action.

C. CINF Election Results – Tina Qin and Leah McEwen

- Chair-Elect 2017: Erin Davis
- Treasurer 2017-2018: Rob McFarland
- Councilor 2017-2019: Svetlana Korolev
- Alternate Councilor 2017-2019: Jeremy R. Garritano

The elections were held on 8/15/2016

D. Council Business: Discussion of Council report/agenda and directions to Councilors for voting (Bonnie)

- See “DAC Updating Formula Used to Allocate Dues Pool Funds” above
- CINF is mentioned in the District V Councilor Caucus message “I also want to point out a couple of items in the Philadelphia program that you may wish to check out. The Division of Chemical Information will be conducting the symposium “Using New Media to Communicate Chemistry to the Public” on Monday afternoon.”
By John E. Adams, PhD ACSF
District V Director, American Chemical Society,
Chair, Committee on Public Affairs & Public Relations
Chair, Board of Trustees, Group Insurance Plans for ACS Members

E. IPG update

- DAC Innovative Project Grant submission titled “Division of Chemical Information Web Platform Development”.

F. CINF Webinars - Erin and Michael

- Erin and Michael are working on webinar planning in fall 2016.

G. Functionary Aide – Rachelle Bienstock

- Extended functionary aide in the amount of \$1000 to Graham Douglas to attend the Philadelphia meeting.

ACTION ITEM: Discuss the increase the amount of functionary aide and number of receivers for next meeting

H. CINF Luncheon

- A few tickets were sold for Philly CINF Luncheon. Cost has increased dramatically from approx. \$35 for plated luncheon/person to \$50 for buffet or sandwiches/person.

ACTION ITEM: Discuss luncheon with outside speaker, with the Skolnik awardee, with a different format, with any changes upset RSC sponsorship, and how we can change the format of the luncheon or make the luncheon into something more attractive for members or to attract new members?

I. Computer/Website/E-Mailing/Listserver Related issues

- Domain name acscinf.org is about to expire
- Webhosting - Elizabeth Perry from ACS
 - ACS currently provides webhosting through webs.com. This was set up several years ago as an option for Divisions and Local Sections. Webs no longer supports the templates used by Divisions and Sections, ACS is currently researching new options.

- Website maintenance/ Webmaster

ACTION ITEM: Technological and logistical aspects but also what links and items we can present on the website. Edited the website and keeping it current- old and incorrect office and committee member information

- CINF email list-mailing list for members
- CHMINF-L -Listserve and its support
 - Brian Winterman used to bill \$1.00 per CINF member, but He did not send invoices to any sponsors since last year.
- PDF of the CINF and COMP programs
 - The PDF of CINF programs <http://www.acscinf.org/PDF/252nm-CINF-Final.pdf>

III Items Arising from Committees

- A. Communications & Publications Committee – Graham Douglas

- The current Communications & Publications Committee members
<http://www.acscinf.org/content/communications-and-publications>
- Manage the 2016 publications, the website and webinar planning. Vin and Teri worked for the spring and fall *CIB* issues, Judith worked for the summer *CIB* issue, David Martinsen worked for extracting the symposia programs and Wendy worked for her copy editing. David Shobe for did the winter *CIB* issue. Patti and Stuart managed the [acscinf.org](http://www.acscinf.org) website.

ACTION ITEM: Locate replacement resources for [acscinf.org](http://www.acscinf.org). Review the webpages and request updates from the committee chairs.

ACTION ITEM: Start the website migration analysis and planning.

B. Awards

- David Evans announces Skolnik Awardee
 - Prof Dave Winkler, CSIRO, Australia, has been selected to receive the 2017 Herman Skolnik Award. For his seminal contributions to chemical information in the development of optimally sparse, robust machine learning methods for QSAR and in leading the application of cheminformatics methods to biomaterials, nanomaterials, and regenerative medicine. The award recognizes outstanding contributions to and achievements in the theory and practice of chemical information science and related disciplines.
<http://www.acscinf.org/content/herman-skolnik-award>

- Scholarship for Excellence poster award- Stuart

Mojtaba Haghighatlari, Department of Chemical and Biological Engineering, University at Buffalo "ChemML: A Machine Learning and Informatics Program Suite for the Chemical and Materials Sciences"

George Van Den Driessche, Department of Chemistry, Bioinformatics Research Center, North Carolina State University "Forecasting Adverse Drug Reactions Triggered by the Common HLA-B*57:01 Variant"

Nathanael Kazmierczak, Department of Chemistry & Biochemistry, Calvin College "Modeling spectrophotometric titration data: tracking error from the measurement, through the model, and to the targeted output parameters"

C. Careers

- Career Panel Program planned for San Francisco- Pam and Sue

D. Constitution, Bylaws, & Procedures

- CINF Bylaws certified on August 4, 2016 on the CINF Publications page, Division Business section.
- Leah, Svetlana

E. Fundraising

ACTION ITEM: In need of new leadership

F. Membership- Donna

- 2017 CINF Division dues
REGULAR MEMBER \$15.00 N/A N/A

DIVISION AFFILIATE \$20.00 N/A N/A
SOCIETY AFFILIATE \$20.00 N/A N/A
STUDENT MEMBER \$3.00 N/A N/A
EMERITUS STATUS(members)* \$0.00 N/A N/A
RETIRED STATUS \$8.00 N/A N/A

G. Other issues

- Industry Advisory Board

- CINF is able to have an Industry Advisory

Of 988 CINF members who provided that info, 465 say they are employed in industry.