

Minutes
CINF Executive Committee Meeting
245th ACS National Meeting
Saturday, April 6th, 2013
Room 229, Morial Convention Center
4pm - 6pm

4:05 PM convened by Antony Williams, Chair

I. Introductions

Members:

Antony Williams, Chair

Judith Currano, Chair-Elect

Rajarshi Guha, Past Chair, Fundraising Chair

Leah McEwen, Secretary

Rob McFarland, Treasurer

Bonnie Lawlor, Councilor

Andrea Twiss-Brooks, Councilor, Awards Chair

Charles Huber, Alternate Councilor

Guenter Grethe, Alternate Councilor, MPPG Representative

Jeremy Garritano, Program Chair

Greg Banik, Membership Chair

Functionaries (non-voting):

Grace Baysinger, Education Chair

Rachelle Bienstock, former Programming Chair

Dave Martinsen, Communications & Publications Chair

Susanne Redalje, Procedures & Bylaws Chair

Teri Vogel, Education Committee Member

Guests:

Ben Xue, Vision 2025 Task Force

Bob Rich, Vision 2025 Task Force

II. Division Business

Comments from the Chair

A. Approval of 2012 Fall Executive Committee Meeting minutes

Moved by Grace, seconded by Andrea.

Action Item: Leah will send Danielle PDF to post to CINF website.

B. Unassigned Committees

Careers – what resources are there?

- A growing portion of the CINF membership is students, what resources are there?
- ACS undergraduate office
- ACS career office, Lisa Balbes CINF member participates actively
- Collaborative career programming (YCC, SCHB, WCC, CHAL)
- CINF vignettes
- CINF members have their own guides
- Future Ideas:
 - Career consultants- can we crowd source with them?
 - Career webinar, quarterly with rotating speakers?

Action Item: Tony will arrange for first career webinar, work with new person for future.

Action Item: Leah will circulate chemical information profile from Lisa Balbes to this group for input.

C. ACS Fellows – should we nominate CINF members?

Chuck kindly provided the following information: criteria are significant activity in the society with extensive documentation (PhD not required); nominations are done by Councilor; deadline April 22 for this year;

Decision was to put through Awards committee for consideration next year and discuss at Indianapolis meeting. Follow up question: who makes final decision in ACS?

Action Item: Andrea will follow up via Awards Committee, follow up next steps for Indianapolis meeting.

D. Complimentary Registrations

Discussion clarified general purpose and guidelines. Purpose is to enable greater participation of such members as: students/post-docs, first time non-profit, perhaps very small companies. Concerns arise with multiple askers, who should be tracked, and members from larger companies. Guidelines for eligible member speakers need to be reinforced with symposium organizers for each meeting. Program chair has final discretion on a case-by-case basis, symposium organizers should consult with the Chair if necessary. The program chair registers all those selected and these are billed back to Division by ACS.

For New Orleans there were 5 one-day registrations for non-ACS members, 2 one-day registrations for members, and 2 full meeting registrations for a grad student, and post-doc.

E. Event Planning

Discussion of a single functionary role to coordinate arrangements for division business and social events, in conjunction with the Division Chair, Chair-Elect and Past Chair. Concerns about late planning due to late commitments from sponsors, complicates working around ACS deadlines. Consider an internal date for fundraising for core events to make sure we have sufficient funds, such as the Sunday Reception and scholarship poster award).

Decisions:

2013: Event Planning: Leah (volunteer); Fundraising: Rajarshi (Past Chair)

2014: Event Planning: Leah (volunteer); Fundraising: Tony (Past Chair)

Action Item: monthly check-in for Indianapolis planning: Tony, Rajarshi, Judith, Leah, Jeremy.

F. Presentation from Ben Xue - Vision 2025: Helping ACS Members Thrive in the Global Chemistry Enterprise

Ben Xue from the 2013 Presidential Task Force presented on their report, which considers careers issues. To view the full report, members are encouraged to visit: <https://communities.acs.org/groups/vision-2025>

There is concern about unemployment, especially new graduates, the current rate is above 13%.

Ben emphasized two particular recommendations for CINF to consider our potential role:

- 1- Better educate ACS members about the critical elements necessary for success in a broad spectrum of career opportunities
- 6- Global Job Opportunities

There will be a full symposium on the Task Force findings in Indianapolis sponsored by ACS President Merinda Wu.

F. Membership – what can we do to drive up membership?

- Activities at the New Orleans meeting and between New Orleans and Indianapolis
- Communicating the distinction of members vs. active members
- Are webinars drawing people?
- Do we want to set targets?
- Who is willing to be **active** on a membership task force?
- Membership “giveaways” – is it about the numbers or the money?

- What do members get that non-members don't?

G. Agenda for Open Meeting

In New Orleans, Tony will present the division comments at the Sunday Reception, distribute stickers to members and encourage non-members to join.

Future idea: webinar version of annual members meetings

- state of the division
- 20 minute version of brainstorming discussion with members
- career discussion.

Action Item: Schedule Indianapolis Open Meeting in program on Monday after Social Networking workshop.

I. Report from Councilors –Bonnie Lawlor

Report posted in the CINF DropBox

Highlights:

- Dues, \$3 increase this year.
- Town-hall meeting with ACS President candidates Sunday, April 7, 2013 in the Hilton New Orleans Riverside Hotel, Hilton Exhibition Center A., from 4:45pm - 5:45pm.
- Petition to Amend National Election Procedures

Action Item: Tony send CINF DropBox link to CINF Functionaries

III. Committee Reports

A. Audit

Fundraising Chair usually asks someone in their organization, not a CINF member or close relative.

B. Awards – Andrea Twiss-Brooks

- Wert
 - 2013 awardee selected. Will contact winner to coordinate presentation of award.
 - 2012 Wert Award presented to Bin Chen at Santa Clara Local Section Meeting in October by Phil McHale (Thank you Phil!)
- Scholarship Poster
 - 2 awards for Spring by Accelrys
 - 3 awards for Fall by RSC, committed 2013-2015

- Skolnik
 - Fundraising and program in progress.
 - **Action Item: Circulate call for Skolnik Award nominations, deadline is June 1.**
- Meritorious Service Award
 - Not this meeting.

C. Careers

See plan above.

D. Communications & Publications – David Martinsen

- Committee meeting by webex prior to New Orleans meeting.
- 3 Webinars so far, attendance first around 40, third around 50. Next end of April, then in June.
- Website migrated in February, contact Dave or webmaster Danielle Dennie with any issues. Committee chairs can have a login to manage their pages, contact Dave.
- Bulletin, technical program extraction improved (thanks Dave!), also an ePub version for mobile devices.
- ACS Network – do we need this for Division committees, Education yes; servers improved. What about archiving CINF docs (committee minutes, etc)

E. Constitution, Bylaws and Procedures – Susanne Redalje

Voting issues: committee chairs other than program and member cannot vote in the Executive Committee, affiliates cannot vote in the Executive Committee although they may participate.

Action Item: Re-send ByLaws wording changes and discuss further.

F. Education – Grace Baysinger

- XCitr, migrated to RSC site, will help grow content and promote;
- CPT revising guidelines, will provide suggestions and attend meeting;
- Fleshing out information competencies for graduate students
- Working on website presence.

G. Finance – Rob McFarland

- Transferring treasurer responsibilities complicated
- Consider what other names for the account, perhaps councilors with longer terms
- Consider policies on how much need to keep on reserve

Action Item: Rob will report on activity with mutual funds and process for requesting checks.

Action Item: Tony will follow up discussion on account signees with Bonnie and Andrea.

H. Fundraising – Rajarshi Guha

- 2012 information from Graham, details in DropBox document.
- NOLA fundraising: Welcoming Reception, Luncheon & Workshop speaker (Brian Malowe), Scholarships, Internet for some sessions.
- Harry's Party future – need single sponsor at least for each meeting, Steve Heller will organize if funding acquired.

I. Membership – Greg Banik

Report posted in CINF DropBox.

- Current 994 members, 3.4% decline from last year.
- One drive is for every active member to recruit.
- Encourage members to promote the division in their own organizations: students, customers

J. Nominating – Rajarshi Guha

Leah needs names for secretary and chair-elect by May 1

K. Program – Jeremy Garritano

Report posted in CINF DropBox.

Highlights:

New Orleans: 11 symposia with 113 talks and 27 posters for Sci-Mix after initial withdrawn presentations/posters. The sequester did cause a few of our government speakers to withdraw and/or have another colleague already attending give the presentation instead.

Philadelphia: We currently have 13 symposia and 115 papers. Because of Skolnik, we will need to program through Thursday afternoon as well as triple program on Sunday. Unfortunately, we were not able to come up with any symposia that met the Meeting theme of "Chemistry in Motion."

L. Tellers

Action Item: Leah will check with Sue Cardinal if she will be Teller again this year.

IV. Other Business

Updates from Guenter Grethe:

- MPPG Meeting, emerging leader awards nominated through MPPG consider putting together a nomination, Richard Love has the call for nominations.

- XCITR migration to RSC

6: 17 PM adjourn. Tony moved, Chuck seconded.