



Southern Arizona Local Section Administration Form 2019

Local Section Administration Form - Governance	
1. How many times did the executive committee conduct governance business during 2019?*	10
2. How many members were there in the executive committee during 2019?*	13
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 type="checkbox"/> Self-nomination <input checked="" type="checkbox"/> Solicitation or advertising <input 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 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.*	Election Runner
10. How many members voted in your local section officer election in 2019?*	49
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:*</p>	<p>The 2019 year was overall successful for the local section on almost all fronts. From an educational perspective, our section hosted Chemistry Olympiad testing at our local university and organized/spoke at a Science Café for the International Year of the Periodic Table. In addition, the local section, with some support from the Union of Concerned Scientists, initiated a Science Advocacy Workshop intended to serve as a source of education as to how to advocate for science, get involved with the local government or how to find equitable and inclusive solutions to problems.</p> <p>From an outreach perspective, we continued our tradition of participating in the National Chemistry Week and Earth Day events; during these events in particular, we impact hundreds and hundreds of students across the section boundaries.</p> <p>From a member engagement perspective, even with the absence of our fourth social event of the year, average member attendance was still increased from 2018. Furthermore, during one of our social events, our section was able to draw participation from a local community college and multiple chemists across Arizona (some up to 300 miles away) to put on the successful event. Moreover, we were able to obtain high participation from the Women's Chemistry Group during these social events.</p> <p>From a governance standpoint, we elected a chair for the Education sub-committee. In addition, we again held electronic elections which yielded a high turnout-- on par with 2018 when the electronic voting was initiated.</p> <p>Overall the biggest challenge our section faced involved membership participation at the member and affiliate levels. The reduced participation made governing difficult at times, especially when impacting the attendance at executive board meetings. Twenty percent of the meetings held in 2019 did not obtain a quorum, directly impeding the ability of the executive board to govern. The lack of membership participation also made it more difficult to fill vacant positions on the executive committee.</p> <p>The potentially most difficult aspect of 2019 occurred late in the year when I was notified that our Chair-Elect would not be continuing to serve his term. As a result, we had to scramble to find both a Chair-Elect and a Chair for 2020. Luckily, we were able to find some great people to fill these roles, however, it was a moment of distress.</p> <p>Furthermore, the grants and events that we had discussed planning/applying for this upcoming year were no longer as viable without the direction from the originator.</p>
<p>12. 2020 Chair's goals for the Section</p>	
<p>a. Please list your top 3 goals:</p>	<p>Increase member participation and involvement in local activities and social events.</p>
	<p>Develop esprit de corps among the diverse cultures among the members.</p>
	<p>Streamline administrative tasks to put more focus on local and national goal.</p>
<p>b. What are your concerns and challenges?*</p>	<p>A challenge I've observed, is the lacking responsiveness and poor communication of the community and depleting members despite the attempts of our committee and active members. I'd like to break this barrier and welcome our members to overcome this challenge together.</p>
	<p>Our members and committee have a great relationship with academia, but would like to spread out more to our thriving southern Arizona industries to broaden our outreach.</p>
<p>13. 2020 Chair-Elect's goals for the Section</p>	
<p>a. Please list your top 3 goals:</p>	<p>Establish a more collaborative relationship with undergraduate and graduate student (AXE)</p>
	<p>Establish more outreach, networking, and engagement opportunities for our members</p>
	<p>Promote, educate about, and develop relationships to optimize 2021 Regional Meeting</p>

b. What are your concerns and challenges?*	One specific concern of mine - awareness of the extent of my specific role, and the role of our local chapter, for the ACS regional meeting in 2021. I have zero understanding of who is responsible for what aspects of this. The broad concern/challenge, in my opinion, is in how to recognize and create a culture and environment that invigorates our existing ACS membership - where membership is recognized to provide value and attracts membership.
14. Does the Local Section have a Vision and/or Mission Statement?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
15. What was the date of the last Local Section strategic planning session?*	1/8/2019

Local Section Administration Form - Organization

1. Did your local section have active coordinators for the following?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
a. If the response to 1 (above question) is YES, please select the activity and enter the coordinators name.	<input checked="" type="checkbox"/> Awards Dr Laura Stratton <input checked="" type="checkbox"/> Budget/Finance Dr Steve Brown <input type="checkbox"/> Career assistance/Employment <input checked="" type="checkbox"/> Chemistry Olympiad Dr Iman Daryaei <input checked="" type="checkbox"/> Community Activities Dr Grazyna Zreda <input type="checkbox"/> Continuing Education <input type="checkbox"/> Educational <input type="checkbox"/> EHS <input type="checkbox"/> Environmental <input type="checkbox"/> Government Affairs <input type="checkbox"/> Industry Relations <input type="checkbox"/> Strategic Planning <input type="checkbox"/> Membership/Membership Retention <input type="checkbox"/> Mentoring <input type="checkbox"/> Minority Affairs <input checked="" type="checkbox"/> Newsletter/Publications Dr Tom Selegue <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 checked="" type="checkbox"/> Women Chemists Ms Trina Shartsis <input checked="" type="checkbox"/> Younger Chemists Mr Pedro Flores Gallardo <input type="checkbox"/> Other
2. How many subsections were active in your local section during 2019?*	6
3. How many subsection meetings were held by your local section during 2019?*	0
4. How many topical groups were active in your local section during 2019?*	1
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?*	7
8. What was the approximate number of active volunteers in your local section during 2019?*	30
9. Please estimate the number of new volunteers in your local section during 2019?*	10
10. Please indicate all the ways that your local section	

recognized volunteers during 2019.* (Check all that apply.)	<input type="checkbox"/> Certificates <input checked="" type="checkbox"/> Awards <input type="checkbox"/> Letter to volunteer supervisor <input type="checkbox"/> Letter to volunteer <input checked="" type="checkbox"/> Recognition at an event <input checked="" 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?*	5
2. On average, how many members attended a local section meeting during 2019?*	18
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 type="checkbox"/> In the newsletter <input type="checkbox"/> On the local section web site <input checked="" 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)?*	Communication was primarily performed through email, our local section's website and some social media.
5a How Often do these communications occur:	
5a1 Number of newsletters published:*	0
5a2 Number of meeting notices:*	9
6. What social media does your local section use? (If selected, please provide the link.)	<input checked="" type="checkbox"/> Facebook https://www.facebook.com/sazacsls/ <input type="checkbox"/> Twitter <input type="checkbox"/> LinkedIn <input type="checkbox"/> Other
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?	https://www.sazacs.org/
8. Did your local section post its Annual Report on your website during 2019?*	<input type="radio"/> Yes <input checked="" type="radio"/> No

Local Section Administration Form - Nomination

1. Our Section would like to self-nominate for the Local Section Outstanding Performance Award.*	<input type="radio"/> Yes <input checked="" type="radio"/> No
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.	

Local Section Administration Form - Supporting Materials

File Name	File Size	Brief Description
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Local Section Administration Form - Approval

Comments

Approved & Submit for Review Charles Weidner 02/16/2020

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.

Local Section Administration Form - Reasons for Return

Approver Return Comments

Contributor Return Comments

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