



History of Chemistry Technical Division Administration Form 2013

Technical Division Administration Form - Governance	
1. Does the Division have a Vision and/or Mission Statement?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
2. What was the date of the last Division long range/strategic planning session?*	4/7/2008
3. What are the primary challenges confronting your Division?*	We do not have enough volunteers to increase programming at regional, national and international meetings. We continue to try to increase our opportunities to program with other divisions.
4. Were Division elections conducted according to its Bylaws?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
5. What offices were filled by elections during the past year?	none - we had an election in 2012 and our officers serve 2 year terms
5a. Were any positions left unfilled that were expected to be filled?	<input type="radio"/> Yes <input checked="" type="radio"/> No
6. What additional support do you need from DAC or ACS staff?	We believe DAC and/or ACS should provide an option to divisions for e-voting when elections are needed.
7. What can DAC do to improve the Annual Review Process?	We have no specific recommendations.
8. How many Executive Committee meetings were held during the calendar year?	2
9. Did your Division hold an open meeting for Division members?	yes
9a. Do the Division by-laws require an open meeting?	<input checked="" type="radio"/> Yes <input type="radio"/> No

Technical Division Administration Form - Member Relations	
1. Did your total membership increase or decrease in 2013?*	Decrease
a. What prompted the decrease?	The decrease was 24 members. This is within the expected fluctuation, especially when you consider the average age of our members.
2. Did the Division have an adequate number of volunteers to cover your requirements?	<input type="radio"/> Yes <input checked="" type="radio"/> No
2a. If the answer to 2 (above question) is NO, please explain.	Our programming is completely dependent upon volunteers.
3. How does your Division use its website to serve its members?	The website allows us to notify members of current news and events. It is the gateway to the Division journal, the Bulletin for the History of Chemistry. The website serves as an active archive of Division business, including Exec. Comm. minutes, the current Exec. Comm. makeup and officer contact information, upcoming symposia, meeting abstracts and schedules, newsletters, and calls for nominations for awards and the information on the awards given.
3a. What is the URL for your website?	http://www.scs.illinois.edu/~mainzv/HIST/
4. When was your Divisions website last updated?	01/10/2014

Technical Division Administration Form - Programming	
1. In general, how would you assess the programming your Division delivered during 2013 ACS national meetings?*	HIST had very strong programming at both the national meetings. At the spring meeting in New Orleans we had the 12th Archaeological Symposium that was well attended, as well as a full general session, a symposium honoring past-ACS president Mary Good, and good representation at the Sci-Mix poster session. At the Indianapolis meeting we had the first HIST Award symposium, honoring the Award winner William Newman. We also had well attended symposia on the history of Mass Spectrometry, the 100th anniversary of Henry Moseley's discovery of Moseley's Law, and past-ACS president Helen Free.
2. How far in advance does your Division plan its national meeting programming?*	<input type="radio"/> Less than 1 year <input type="radio"/> 1 Year <input checked="" type="radio"/> 2 Years <input type="radio"/> 3 Years

	<input type="radio"/> 4+ Years <input type="radio"/> Others
3. Do you have a Regional Meeting Coordinator for your Division?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
a. If the answer to 3 (above question) is YES, provide contact information for your Division's Regional Meeting Coordinator.	
i. First Name	E. Thomas
ii. Last Name	Strom
iii. Phone	214-376-9602
iv. E-Mail	tomstrom@juno.com
b. Did someone attend a planning session last year?	<input checked="" type="radio"/> Yes <input type="radio"/> No
4. Do you have a Program Chair for your Division?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
a. If the answer to 4 (above question) is YES, provide contact information for your Division's Program Chair.	
i. First Name	Seth
ii. Last Name	Rasmussen
iii. Phone	701-231-8747
iv. E-Mail	seth.rasmussen@ndsu.edu
b. Did someone attend a planning session last year?	<input checked="" type="radio"/> Yes <input type="radio"/> No
5. Do you have Multidisciplinary Program Planning Group (MPPG) Representative for your Division?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
a. If the answer to 5 (above question) is YES, provide contact information for your Division's Multidisciplinary Program Planning Group (MPPG) Representative.	
i. First Name	Joe
ii. Last Name	Jeffers
iii. Phone	870-245-5216
iv. E-Mail	jeffers@obu.edu
b. Did someone attend a planning session last year?	<input checked="" type="radio"/> Yes <input type="radio"/> No

Technical Division Administration Form - Best Practices

1. Please describe techniques used to develop volunteers.	Volunteers are developed via participation. If members attend symposia, they are invited to express their opinion about programming and asked to suggest ideas for programming.
2. Please describe how you recruit volunteers to serve the Division.	Volunteers are developed via participation. If members attend symposia, they are invited to express their opinion about programming and asked to suggest ideas for programming.
3. How does your Division recognize its volunteers?	Volunteers are thanked verbally for their services. They are sometimes awarded a plaque in recognition of their service.
4. How does your Division provide meeting content to its members?	Through options given by the ACS, such as streaming of talks given at national meetings. We also make the meeting abstracts available via the HIST website. Some of the talks develop into articles published in the Bulletin for the History of Chemistry, received by all members.
5. Describe outreach activities to serve members who don't attend national meetings.	Through options given by the ACS, such as streaming of talks given at national meetings. We also make the meeting abstracts available via the HIST website. Some of the talks develop into articles published in the Bulletin for the History of Chemistry, received by all members. The HIST Division also maintains a Facebook page to promote upcoming Division activities and to establish connections with those interested in the history of chemistry. This effort joins that of the Society for the History of Alchemy and Chemistry (SHAC), who established their own Facebook page in 2010. To date, the community following the HIST Facebook page has grown to 127 official followers (i.e. 'likes'), up by 35% from April 2013, but still only about half of that of the SHAC Facebook page. The majority of those reached via the HIST Facebook are younger people in their 20s and 30s, most of whom are not HIST or even ACS members. In addition, approximately 3/4 of the official 'likes' are coming from various international communities (30 different countries) without traditional access to activities of the division. The HIST Facebook page can be found at

	http://www.facebook.com/#!/pages/ACS-Division-of-the-History-of-Chemistry-HIST/152326921497559 or by searching 'HIST' in the Facebook search bar.
6. What are the most important benefits your Division provides to its members?	The Bulletin for the History of Chemistry; interactions with others who are interested in the history of chemistry and related topics.
7. How does the Division provide information to its members on Divisional activities?	Information is provided via the HIST website, Newsletter/Abstracts, and directed emails.
8. Describe activities aimed at students and young professionals.	The Division programs a tutorial for all national meetings on the theme for that national meeting. HIST is also encouraging students to give talks and posters at national meetings.
9. List any Division awards.	The HIST Award (replaces the Edelstein Award); the Outstanding Paper Award; The Citation for Chemical Breakthrough Awards
10. Did the Division engage in any international outreach or activities, beyond inviting international speakers to present at a symposium or general session? Examples might be (but not limited to): meetings/symposia with international-based groups; a specific effort to recruit international speakers for the Division's meeting; the inclusion of international information in a newsletter or on the website; or, looking at international trends for the specific topical area.	yes
10a. If yes, please describe.	The organizers of the Werner Centennial Symposium asked HIST to recommend a speaker to represent HIST at their symposium. We recommended Prof. Jay Labinger, who gave a talk at the Centennial Celebration on Nov. 22, 2013.
11. List nominations for ACS Fellows.	Carmen Giunta, Seth Rasmussen, David Lewis, Roger Egolf
12. Does the Chair have any other issues to be considered?	

Technical Division Administration Form - Supporting Materials

File Name	File Size	Brief Description
2013.pdf	0.02 MB	Quicken Summary HIST 2013

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