

2006 DIVISION ANNUAL REPORT

Division of: Chemical Health and Safety

Report Completed by (please include contact information):
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Division Governance

1. Are all officer positions filled? Yes

1a. If no, list the positions that are vacant:

1b. Please provide contact information for the Regional meeting coordinator:

Russ Phifer, rphifer@glasmesh.com

2. Were Division elections conducted according to Bylaws? No

3. Are bylaws reviewed and up-to-date? Yes; the 2006 election concerned the revision of the by-laws, which were accepted by the ACS in late 2006.

Provide date of last review: Dec, 2006

4. Is the Division Procedures Manual reviewed and up-to-date? Yes

Provide date of last review: Dec, 2006

5. What is the approximate number of currently active volunteers in your Division? (Volunteer is defined as a member who helps plan or organize a meeting or activity, serves on a committee, or is an elected official.)

10-20

5a. What is the percentage of new volunteers in your Division?

10-20%

6. What is the current number of elected officials, councilors, alternate councilors, and committee chairs who:

6a. Have held other ***elected*** positions in the Division? 4-6

6b. Have held other ***appointed*** positions in the Division? 4-6

6c. Are in their first two years of service? 2-4

7. Do candidates often run unopposed for office in your Division? Yes

7a. Number of candidates who ran unopposed in your last Division election: 3

7b. Please list all offices that ran only one candidate: Chair, Secretary, Treasurer

8. Does the Division recognize volunteers in some way? Yes

8a. If yes, please check all that apply.

Certificates Award Letter to volunteer

9. Other than the normal succession from chair-elect to chair, how does your Division identify future leaders and get them into the leadership pipeline? Check all that apply.

Self-nominations Solicitation or Advertising Outreach to New Members

Look to Affiliate Committees (e.g. Local YCC, WCC, Technician Affairs, Student Affiliates) Formal Succession Planning Formal Leadership Training Process

Arm-Twisting Other (please indicate)

9a. Does the Division have a succession plan? Yes

Communication with Members (check all that apply)

10. Newsletter – divisional e-mail list Electronic On Web
 Division Website Last Updated January, 2007
 Open Division Executive Committee Meeting
Other (please explain) Divisional Journal

Programming

11. How far in advance does your division plan its programming?

2 years

11a. Spring National Meeting (check all that apply)

Organized Programming Cosponsored symposia with other ACS Units

Cosponsored Meeting with Other (non ACS) Organizations Held Workshops

Other Activities

11b. Fall National Meeting (check all that apply)

Organized Programming Cosponsored symposia with other ACS Units

Cosponsored Meeting with Other (non ACS) Organizations Held Workshops

Held Tutorials Other Activities

11c. Regional Meeting

Name and Date of Regional Meeting WRM – Anaheim, January 2006

x Organized Programming Cosponsored symposia with other ACS Units
 Cosponsored Meeting with Other (non ACS) Organizations x Held Workshops
 Held Tutorials Other Activities

Explanation (*please explain all checked activities*) CHAS Symposia and Workshops were presented.

11d. Regional Meeting

Name and Date of Regional Meeting RMRM- Tucson, AZ, October 2006

Organized Programming Cosponsored symposia with other ACS Units
 Cosponsored Meeting with Other (non ACS) Organizations x Held Workshops
 Held Tutorials Other Activities

Explanation (*please explain all checked activities*) 4 CHAS Workshops were presented.

Multidisciplinary/Thematic Programming

12. What activities is the division doing to demonstrate multidisciplinary aspects?
(*Please describe*)

Divisional Planning

13. Does the Division have a Vision and/or Mission Statement? x Yes

14. Describe how the division does short term and long term planning. The Division is organizing a strategic planning retreat for the Spring 07 meeting with ACS support.

Membership

15. What is the division doing to address [membership](#)? (Please use link.)

The Division is aware that its membership is declining in an amount proportional to the membership decline of the Society. The Division has taken several steps to try to improve both member retention and new member recruitment. These are as follows:

1. The cost of our publication, the *Journal of Chemical Health & Safety* (“JCHAS”) has been separated from our dues, which makes actual membership in the Division very reasonable. This helps both current and new members understand that the cost of JCHAS is significant, but this cost can be avoided by using the Division membership to provide free online access to the full publication.
2. The Membership chairperson and the Treasurer use the regular membership reports provided by the Society to contact every new member and welcome them to the Division. We also check

with members who have left the Division and try to learn the reason for their resignation.

(Usually it is reassignment to a new position and/or retirement.)

3. The Division's Listserver is used to regularly communicate with the membership.

4. The Division has used a grant from Innovative Projects to contact Student Chapters and try to interest them in Division Activities.

5. The Division is holding a Strategic Planning Session in Chicago in March. Membership will be a major topic. Two areas which will be addressed will be getting students involved with our technical programming and getting members currently not involved with our governance to attend our Executive Committee meetings. We plan to implement both of these initiatives at the Boston meeting in August.

Awards

16. Did your Division apply for [Innovative Project Funds](#) in 2006? x Yes

16a. If yes, how much was your grant for \$8300.00

17. What awards were given by the Division? [Howard Fawcett Chemical Health and Safety Award](#), [Tillmanns-Skolnick Award](#)

Outreach Activities

18. What activities (not associated with Programming) does the division participate in (*check all that apply?*)

x Educational Outreach x Public Outreach x Outreach to Government Officials

x Other (Specify) We supported the ACS Communications office by responding to media requests for interviews with knowledgeable chemists. This involved an enormous amount of time by members during the Liquid Explosives incident, which resulted in approximately 200 citations of the ACS in the media, including prime time TV coverage.

19. What activities, during this year, were earmarked to reach out to a specific group of under represented groups (i.e. younger chemists, minorities, women, chemical technicians, undergraduates, other)?

| Activity | Group Targeted | Measurement of Effectiveness |
|--|---|------------------------------|
| CHAS maintains an active official Liaison with the American Industrial Hygiene Association | The AIHA Lab Health and Safety Comm., International Affairs Comm., and the AIHA Public Affairs Staff), and the American National Standards Institute (ANSI) Ventilation Comm. and Lab Ventilation Sub-comm. | Annual reports |
| The Division has a Liaison to | Vietnam | Annual reports |

| | | |
|---|---|--|
| the Environmental & Chemical Safety Educational Institute(ECSEI), a non-profit organization | and other developing countries with training in environmental chemistry and laboratory chemical safety. | |
| | | |

20. List Activities/Programs that Support the [ACS Strategic Thrusts](#):

21. What ideas/technical improvements can ACS do to help with the Division's Mission?

Improve eAccess to technical sessions for members out of US

22. What barriers prevent the Division from achieving the Division's Mission? What can DAC

High cost of ACS Membership; Short time between Spring meeting and close of papers for Fall meeting

23. Provide any comments/concerns regarding the Annual Review Process? We will consider opportunities for improving this process during our March Strategic Planning session. At that point, we are more likely to be able to answer question 20 as well as other ones.