



Chemical Information Technical Division Administration Form 2011

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?*	8/27/2011
3. What are the primary challenges confronting your Division?*	<p>Outreach and engagement of the ACS membership is a continuing challenge for the Division. Information and information technology are recognized as essential ingredients critical to effective and successful research and no other ACS Division is as relevant to the professional lives of all chemical researchers. CINF aims to be the source for maintaining professional competency in information resources, information technology, and information policy, however active membership remains a challenge as many consider other technical divisions more closely aligned with their immediate work. Given the diversity of the membership, it is certainly challenging to develop a balanced program that addresses a broad variety of interests. ACS support for divisions continues to center heavily around participation at National Meetings, even as potential for participation expands in time and place and the rising costs of travel limit the number of members able to take advantage of the National Meeting programming and activities. Members attend National Meetings, in large part for the technical programming, having relevant and interesting symposia provides "hubs" around which people congregate and we would like to extend this opportunity beyond the physical meetings.</p> <p>CINF members are particularly active across many sister organizations. CINF is a supportive member of the the InChI Trust, hosted by IUPAC, and representatives attended the Board meeting in Denver CO. CINF members are involved in a several InChI working groups, including Reaction InChIs (RInChI), organometallics and polymers. The SI Working Group is a joint effort between NISO and NFAIS. Two active CINF volunteers are part of this effort, a highlight of member involvement within the information community and therefore what they bring to CINF and the ACS through their service.</p>
4. Were Division elections conducted according to its Bylaws?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
5. Please indicate the elected positions filled	
i. Chair-Elect*	<input checked="" type="radio"/> Yes <input type="radio"/> No
ii. Secretary*	<input checked="" type="radio"/> Yes <input type="radio"/> No
iii. Treasurer*	<input type="radio"/> Yes <input checked="" type="radio"/> No
iv. Secretary /Treasurer*	<input type="radio"/> Yes <input checked="" type="radio"/> No
v. Councilor*	<input checked="" type="radio"/> Yes <input type="radio"/> No
vi. Alternate councilor*	<input checked="" type="radio"/> Yes <input type="radio"/> No
vii. Member-at-Large*	<input type="radio"/> Yes <input checked="" type="radio"/> No
Other Position Filled	
a. Were any positions of the Executive Committee left vacant last year?	<input type="radio"/> Yes <input checked="" type="radio"/> No
b. If 5a is YES, list the vacant positions	
6. What additional support do you need from DAC or ACS staff?	The overall support of small divisions is very limited. We need help with outreach to the larger membership body, through write-ups in C&E News and sponsored cross-disciplinary membership networking events by DAC. Everyone in ACS could be a member!
7. What can DAC do to improve the Annual Review Process?	More could be automated and easier to use: forms, reports, membership info, programming, etc. The annual report forms are very limited and we are struggling to capture the full breadth of our activities. The events form is more for local sections.
8. Did you hold an Executive Committee meeting at one or both National ACS Meeting(s)?	<input checked="" type="radio"/> Yes <input type="radio"/> No

Technical Division Administration Form - Member Relations	
1. Did your total membership increase or decrease in 2011?*	Decrease
a. What prompted the decrease?	Challenges of economy, especially regarding membership dues and travel to National Meetings. The primary reasons cited continue to be retirement and layoffs, members are joining fewer technical divisions.
2. Please indicate the approximate number of active volunteers in your Division.*	70
a. How did you get volunteers?*(Check all that apply.)	<input checked="" type="checkbox"/> E-mail <input checked="" type="checkbox"/> Website <input type="checkbox"/> Phone <input checked="" type="checkbox"/> Other- meetings
3. Is your Division encountering difficulty in securing an adequate number of volunteers to run the Division?	<input checked="" type="radio"/> Yes <input type="radio"/> No
a. If the answer to 3 (above question) is YES, please explain the degree of the problem, and steps taken to address it.	The costs of travel limit the number of CINF members able to participate in committee meetings and activities at National Meetings, especially in leadership positions. The Division Executive Committee has formed a group to specifically address this and increasing engagement with the full membership. The Division Chair invites all Division members to attend the Long Range Planning meeting and committee meetings through messages on the ACS Network, the CINF Web site and in the Chemical Information Bulletin. Teleconferencing and Skype are also used regularly for remote participation in several business meetings and technical symposia. The Program Chair puts out a public call for symposia which has led to increased participation in programming. CINF awards and functionary scholarships aim to identify potential leaders and provide them with the means to participate in National Meetings. The Division hosts several social networking opportunities at the National Meetings and division functionaries actively cultivate volunteer opportunities among attendees.
4. How does your Division recognize its volunteers?*(Check all that apply.)	<input checked="" type="checkbox"/> Certificates <input type="checkbox"/> Gift <input checked="" type="checkbox"/> Awards <input checked="" type="checkbox"/> Letter to employer <input checked="" type="checkbox"/> Recognition at an event <input checked="" type="checkbox"/> Other- travel support
5. How does your Division use its website to serve its members?*	CINF activity in communications and publications was primarily focused on content available to members through the Division website. The Chemical Information Bulletin, the primary newsletter of the Division has been converted into an interactive format in Drupal. New content has been added, including agendas of division business meetings and "feature" articles. Future columns will include "CINF Reviews", highlights from the chemical information literature, database reviews and book reviews. Linking across areas of the site and into the newsletter supports members staying informed of Division activities. The Division continues to utilize several CINF related groups on the ACS Network to interactively engage with the membership, potential members and conduct Division business.
6. When was your Division's website last updated?*	1/31/2012
7. How does your Division provide meeting content to its members?*(Check all that apply.)	<input checked="" type="checkbox"/> ACS Symposium Series publication <input type="checkbox"/> Webinars <input type="checkbox"/> Databases <input checked="" type="checkbox"/> Recorded meeting content <input checked="" type="checkbox"/> Other- website, online bulletin, live transmiss
8. What are the most important benefits your Division provides to its members?*(Check all that apply.)	<input checked="" type="checkbox"/> Electronic balloting <input checked="" type="checkbox"/> Web access to programming <input type="checkbox"/> Career counseling <input checked="" type="checkbox"/> Wiki

Technical Division Administration Form - Member Relations	
	<input checked="" type="checkbox"/> Blogs
	<input checked="" type="checkbox"/> Other- networking and programming many venues
9. How does the Division provide information to its members on Divisional activities?	<input checked="" type="checkbox"/> Newsletter <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> E-mail <input checked="" type="checkbox"/> Other Electronic Methods(Facebook, Twitter, etc.) <input checked="" type="checkbox"/> Meetings

Technical Division Administration Form - Programming	
1. In general, how would you assess the programming your Division delivered during 2011 ACS national meetings?*	<p>Denver Fall ACS Aug 28-Sept 1, 2011 CINF had a small meeting -many cancellations due to Hurricane Irene Skolnick Symposium and Awardee: Alexander (Sandy) Lawson. The symposium was extremely well attended. Robert J. Massie, CAS, gave a fascinating overview of the publishing and information age and how it is evolving, followed by presentations from Martin Tanke, (Elsevier), Tony Williams, (Chemspider), and Uwe Rosemann and Irina Sens, (German National Library of Science and Technology Hannover, Germany). The afternoon session opened with a presentation by Robert C Glen, (Univlever Centre for Molecular Science Cambridge) on apelin and drug discovery, followed by a presentation from Torsten Hoffmann, (Hoffmann-La Roche) on how medicinal chemists in industry keep track of information. Rudy Potenzzone, (SciencePoint Solutions), and Wendy Warr rounded out the afternoon prior . Also a standing room only symposium organized by Dave Martinsen and Martin Braendle on "Chemistry in Mobile Spaces: Chemical Apps for Mobile Devices". Anaheim Spring ACS March 27-31, 2011 Dr. Martin Walker, has organized a very special symposium for this Spring Anaheim meeting in honor of his mentor, Dr. James Hendrickson, "Fifty Years of Computers in Organic Chemistry: A Symposium in Honor of James B. Hendrickson". CSA trust cosponsored and Drs. Irina Sens and Peter Rusch organized "Open Data, Open Science, Open Knowledge" featuring presentations on visual search in scientific research data by Dr. Sens and, curated scientific data resources by Dr. C.R. Groom and Open Data by Peter Murray-Rust. In 2011, CINF joined with several other international organizations to organized the International Conference on Chemical Structures (Noordwijkerhout, The Netherlands, http://www.int-conf-chem-structures.org).</p>
2. How far in advance does your Division plan its national meeting programming?*	<p> <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 </p>
3. Do you have a Regional Meeting Coordinator for your Division?*	<p> <input type="radio"/> Yes <input checked="" type="radio"/> No </p>
a. If the answer to 3 (above question) is YES, provide contact information for your Division's Regional Meeting Coordinator.	
i. First Name	
ii. Last Name	
iii. Phone	
iv. E-Mail	
b. Did someone attend a planning session last year?	<p> <input type="radio"/> Yes <input checked="" type="radio"/> No </p>
4. Do you have a Program Chair for your Division?*	<p> <input checked="" type="radio"/> Yes <input type="radio"/> No </p>
a. If the answer to 4 (above question) is YES, provide contact information for your Division's Program Chair.	
i. First Name	Rachelle

Technical Division Administration Form - Programming	
ii. Last Name	Bienstock
iii. Phone	919-225-2792
iv. E-Mail	rachelleb1@gmail.com
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	Guenter
ii. Last Name	Grethe
iii. Phone	510-333-7526
iv. E-Mail	ggrethe@att.net
b. Did someone attend a planning session last year?	<input checked="" type="radio"/> Yes <input type="radio"/> No

Technical Division Administration Form - Supporting Materials

File Name	File Size	Brief Description
CINFEC032611.pdf	0.1 MB	Spring 2011 Executive Committee Minutes
CINFEC082110.pdf	0.35 MB	Fall 2010 Executive Committee Minutes
CINFLRP082110.pdf	0.25 MB	Fall 2010 Long Range Planning Notes
CINFLRP032611.pdf	0.14 MB	Spring 2011 Long Range Planning Notes

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