

**MINUTES**  
**Division of Analytical Chemistry, PittCon 2011, Orlando, FL**  
**ANYL Executive Committee Meeting**  
**Monday, March 14, 2011**

Attendance: Sue Lunte, Dave Koppenaal, Cindy Larive, Al Ribes, Charlie Wilkins, Roland Hirsch, Dorothy Phillips, Jennifer Griffiths, Brian Bidlingmeyer, Bonner Denton, Anna Cavinato, Miquela Sena

1. Call to Order – 4:08pm
2. Approval of Minutes – Sue Lunte called for approval of the minutes from the executive committee meeting at PittCon and the most recent conference calls. She motioned to approve. The motion was seconded by Bonner Denton. Minutes were unanimously approved.
3. Officer Reports
  - 3.1 **Program Chair:** Pittcon 2011 overview and ACS meetings updates (Dave K) – There are eight symposia and four contributed sessions organized for PittCon. Programming at the ACS Spring meeting in Anaheim is also strong with twenty different sessions being organized, four each day all week long. Abstract submission deadline for fall meeting has been extended to April 1 from March 21. Currently, there are 13 topical sessions. Some will be day-long sessions. The schedule will be full at the fall meeting. There are three national award winners presenting at the fall meeting and two divisional awards sessions. The award symposium for Fred Lytle will be held at FACSS.
  - 3.2 **Chair:** (Susan Lunte) – Sue would like to discuss nominations for fellows. The Division can nominate up to eight fellows. Nominations are due May 2<sup>nd</sup>. Fellows have to be nominated by the Division officers based on outstanding service to the organization as well as scientific accomplishments. Sue asked that if anybody has ideas to forward those to her.
  - 3.3 **Chair Elect:** ANYL Reception in Denver (Cindy Larive) – Miquela will help Cindy to plan this event. It was decided to hold it on Monday evening after the conclusion of the technical sessions.
  - 3.4 **Past Chair:** (Dorothy Phillips) – Dorothy reported that the awards process went well. Dorothy reviewed the winners of each award. She mentioned that it is hard to get nominations for the distinguished service award and wondered if it should be continued. Sue mentioned that some of the names that have come up for Fellows nominations could also be considered for the distinguished service award. Cindy mentioned that currently in the description of the award it says that the nominees are not eligible if they have received other division awards.

***MOTION: Bonner Denton moved to remove the statement limiting eligibility from the description of the award. Sue seconded. Motion was approved unanimously.***
- 3.5 **Secretary:** ANYL 2010 Annual Report (Anna Cavinato) – Anna reviewed the new annual report FORMS online system. The new system includes a way to create the activities in advance so that their description can be completed as they unfold. Anna asked the board to forward information about activities so that they can be included in the annual report, including any activities that could qualify for a ChemLuminary award.

Anna also reviewed the membership statistics. She was able to obtain membership data for the division since 1995 and overall membership data for ACS in the last five years. ACS had a big membership dip in 2008. Student members were brought in in subsequent years which caused total number of members to increase back up in 2009 and 2010. In general, divisional memberships are on the decline. Anna asked about what could be done to preserve the membership. Sue asked Anna to send out the membership data to the EC. Dave asked what caused the spike in membership in 1998-2000. Brian believes the jump was relevant to the institution of 1 year free division memberships with full ACS membership.

3.6 **Treasurer:** 2011 Budget (Al Ribes) - Al referred to the financial reports for year-end 2010 and 2011 YTD in the agenda packet. Although initially it appeared that the division has a \$50K surplus in 2010, when taking into account additional expenses including a short fall in the undergraduate award budget line of \$2,500 (only \$2,000 were allocated in 2011 budget), the actual surplus is more like \$6,500.

3.6.1 Division allocation from ACS for 2010 - Al also talked about the annual allocation from ACS. This year the allocation is almost \$47,000 in comparison to \$49,000 from the previous year. This is indicative of the decrease of membership. Sue pointed out that it is really important that the session chairs at the spring meeting need to hand in their forms so that the division can get credits for attendance. Overall, the division is in really good shape. The assets are \$275,000. Al talked about using some of these assets to grow the division and build the member benefits. He also talked about sponsorship of symposia and cautioned about what the return on the investment is while doing good at the same time.

3.6.2 Dues for 2012 - One of the top ideas that were discussed at the strategic planning session in Boston was to increase income by raising the dues amount. Currently, the ANYL dues are \$16. Sue suggested raising it to \$20. A discussion followed about the amount.

***MOTION: Roland Hirsch moved that dues remain the same. David K. seconded.***

Discussion: Roland commented that there is a substantial surplus. Sue asked if people might not pay it. Al cautioned about spending the surplus and that ACS looks for a favorable ratio. The other divisions charge anywhere from \$12-\$20. The rubber division charges \$ 75. Dave K. asked about how we would justify this increase to the members if the benefits are not increasing. Roland pointed out that the last increase was supposed to support the Analytical Reviews expense but since that has been discontinued the dues have not been decreased. Roland suggested that the surplus should be two times the annual budget and should be used to grow the division rather than raising the dues. Al pointed out that there are obligations. He recommended spending only at the level of income. He does not support deficit spending unless it supports member benefits. Cindy suggested that there needs to be an increase in the sense of community to deter loss in membership. ***Sue called for a vote. In favor: 4, opposed: 3, abstentions: 1. Motion carried.***

3.7 **Councilors:** Report from Fall 2010 Council Meeting (see packet)

#### 4. Subdivision of Chromatography and Separation Science

4.1 **Chairs Report:** Brian Bidlingmeyer – The Subdivision annual meeting was held this morning. The website was discussed. Susan will be contacting Roland about coordinating their website improvements. The YIA award will be presented Wednesday morning.

**MOTION:** *Brian moved to have the division give \$1K for support for 43<sup>rd</sup> World Chemistry Congress. The motion was seconded by Roland Hirsch. The motion was approved unanimously.*

The funds will come out of the regional support budget line. Brian also talked about the proposal to combine the elections. This would require the subdivision to amend its bylaws. They require the nominees be in place by May 15 which would require that the division elections be moved up by about a month and a half. Sue pointed out that this might be easier for the people who are elected in terms of planning for their term. Roland pointed out that the nominating committee should have a slate of candidates to the secretary by May 1. Dorothy is responsible for nominations so it is really her call. She is willing to try. The most difficult challenge is to get consent from the nominees in time to meet the deadlines. Sue pointed out that the main reason for combining the elections is to cut the cost of the election process. Dorothy has already started getting nominees but still needs one more. Brian asked if the ballots are mailed. Anna pointed out that the election is electronic except that those members who don't open the election emails will eventually receive a postcard with information about how to vote through the internet. The election firm handles everything. Sue encouraged Dorothy to identify candidates in time so that elections can be combined. Brian asked about the next newsletters issue. Roland said that Xudong is only planning on one newsletter that would be published in the fall. Dorothy commented that there really needs to be a spring newsletter. Roland suggested members to join a newsletter committee.

#### 5. Committee Reports

5.1 **Awards and Canvassing:** David K. – Deadline for the division awards will be next November. The awards will be advertised through a brochure.

5.2 **Education:** Patricia Mabrouk submitted a proposal to organize a graduate student led symposium at a national meeting. Cindy clarified that one of the grant proposals she submitted to ACS is very similar to Pam's. Cindy expressed support for Pam's proposal in case the ACS does not fund the one currently submitted.

**MOTION:** *Charles Wilkins moved to support the graduate symposium proposed by Patricia Mabrouk in the amount of \$7,500 from division funds. Dorothy seconded.* Discussion: Roland expressed concern that the grant proposal that Cindy and Anna wrote was for a similar idea as well as money for the undergraduate certificates and other activities. **Cindy Larive asked to amend the motion: to allocate \$7,500 in the event that the pending grant is not funded. Dorothy seconded. The motion was approved with one abstention. Motion carried.**

- 5.3 **Graduate Fellowship:** Paul Edmiston and Emily Niemeyer – The committee met Sunday to make the selections. There is only one 9-month fellowship. P&G declined to fund this year. There are seven summer fellowships. Agilent increased their support to 2 summer fellowships. Paul would like to find more 9-month fellowships. Dow was not receptive. He would like to try Waters. Paul asked if anyone had any suggestions. Charlie asked if they approached Bruker. Dorothy suggested GE and DuPont. Anna reported that someone from FACSS asked if the division would be willing to sponsor a fellowship. Paul reported that there were 35 applicants for the fellowships. They were all very strong candidates so it was difficult to decide who should be awarded. Sue suggested that the recipients be recognized at the fall meeting or at Pittcon. Paul mentioned that when he received the fellowship, he had the opportunity to speak at the fall meeting.
- 5.4 **Membership:** Al Ribes – The committee needs a new chair.
- 5.5 **Newsletter:** Xudong Yao – A new chair will need to be appointed
- 5.6 **Web/Facebook:** Roland Hirsch and Kimberly Agnew-Heard – Sue congratulated Roland on the great work on the website.
- 5.7 **Financial Planning/Nominating:** Dorothy Phillips
- 5.8 **Fundraising:** no chair
- 5.9 **Industrial Liason:** Thom Rossi (no report)
- 5.10 **Publicity:** Dimitri Pappas (no report)
- 5.11 **Regional Meetings:** David Koppenaal
- 5.12 **Undergraduate Awards:** Douglas Beussman – Douglas reported that the number of awardees could potentially increase. He also said that typically 6-12 faculty each year ask if the subscription to AC could be reinstated. Now that it is electronic maybe that could be done. Jennifer will check into that. She asked how many students don't already have access through their institution. The electronic subscription would possibly cost \$28,000. Cindy suggested a complimentary membership in the division. Charlie suggested a certificate of membership.

***MOTION: Charles Wilkins moved to provide a complimentary membership. Anna seconded. Motion carried unanimously.***

Anna asked to figure out a mechanism by which the membership will be made available.

## **6. Organization representatives Reports**

- 6.1 **Eastern Analytical Symposium Delegates-** Donald D. Bly (no report)
- 6.2 **FACSS Delegates -** Bonner Denton and Charles Wilkins – Charles asked if the EC wants to reappoint Bonner and Charles to continue in that capacity. Their assignment was confirmed. He mentioned the booth and if we want to be done this year. He mentioned the ads. Miquela will take care of the booth. Charles proposed to use some of the FACSS money for a symposium. (see Charlie's email). Charles asked if he and Bonner could use some of the money to pay their registration. The FACSS funds were discussed. Dave mentioned that the division doesn't have as much visibility as other organizations at FACSS. He suggested perhaps organizing more symposia. Bonner said he would work with Mary to raise more money for Fred's symposium. Dave suggested

having a reception after the award symposium. Bonner cautioned about the difficulty of raising funds for certain functions. Dave asked about the value of having a reception. Discussion of the booth followed. It was decided that the booth was not worth the expense and that promotion of the division would be done at the symposia. \$3K were approved for other symposia support request (see Charles' email)

6.3 FECS ANYL Delegate - Malgorzata Ciszowska – no report

## 7. Old Business

7.1 **International Year of Chemistry 2011** – Ronald Hirsch followed up on a motion he had circulated by email about IYC 2011 activities supported by the division.

***MOTION: Roland moved that the Division supports the celebration of the International Year of Chemistry in 2011 by offering up to \$500 each for up to 10 graduate programs in analytical chemistry and up to 10 undergraduate programs in chemistry to support innovative seminars, symposia, or pre-college oriented programs that would be open to the general public, would highlight analytical chemistry and its applications, would specifically tie in with one or more of the themes of the International Year of Chemistry, and would give credit to the Division for its support. Groups of such institutions would be able to apply for an award. The maximum expense if twenty grants were awarded would be \$10,000. Charlie Wilkins seconded.*** Discussion: Al asked if the symposia would be held at ACS meetings. Roland clarified that symposia would be local. Al asked about restrictions on the use of the funds. Roland said the money could be used for receptions, materials, etc.. The use of funds would have to be listed in the proposal/request for funds. If passed, the proposed mechanism for carrying out the program is:

- Announce to the membership of the Division and the Subdivision and to the chairs of the institutions with ACS-CPT Approved programs no later than April 1. Publicize through *Analytical Chemistry* and other media and organizations, including the Younger Chemists Committee.
- Request concise proposals no more than one page long, stating the planned activity, its target audience and how it will be advertised, along with a cover page listing the institution(s), contact for the activity and its title, no later than June 1, 2011.
- Have the Division Chair designate a committee selected from the non-academic members of the Executive Committee to review the proposals and decide which ones to support and submit to the Division Chair and Treasurer for funding no later than June 30, 2011. All institutions shall receive a letter notifying them of the outcome within one week of that date.
- Request that each funded institution provide a one-paragraph highlight of the planned activity no later than one month before it takes place, and a one paragraph report along with photos after the activity has occurred, accompanied by a statement of how the funds were used and a check for any unexpended funds no later than one month after the activity is completed.

Roland would like the call for proposals to go out by April 1. The proposals would be advertised through *Analytical Chemistry*, undergrad mailing lists, newsletters, etc. Anna pointed out that the ACS Undergraduate Program is also offering IYC grants and that their forms could be used as templates. One page of text explaining the activity and associated budget plus contact information should be sufficient. The deadline for submitting proposals will be set to June 1st. Sue asked whether the division funds are in

place to support Roland's request. Al commented that last year we had a surplus so it would most likely be ok. Sue called for a vote. ***Motion carried unanimously.***

7.2 **Strategic Planning Follow up** – Sue would like to have another strategic planning meeting this fall on Sunday before the beginning of the meeting.

7.3 **ACS Fellows Program**– 2010 winners, 2011 nominees – already discussed in 3.2

## 8. New Business

8.1 **Proposed corporate sponsorship program** – Miquela Sena proposed a three level corporate sponsorship program, silver, gold, and platinum at \$1,000, \$2,500 and \$5,000 respectively. The benefits will increase at each level. The implementation would be to identify a core number of corporations and then extend to other contacts. Miquela will focus on existing contacts at corporations and will also welcome any suggestions.

***MOTION: Roland Hirsch moved to recognize current sponsors in the listings at the level they are already contributing. Motion was approved unanimously.***

***MOTION: Charlie Wilkins moved to accept corporate sponsor program as proposed by Miquela. Roland seconded. Motion was approved unanimously.***

8.2 **Division 75<sup>th</sup> anniversary celebration in 2013** – Roland Hirsch reminded the board that the 75<sup>th</sup> anniversary of the establishment of the division will be coming up in 2013 and that special celebrations should be planned for this milestone. Sue mentioned that *Analytical Chemistry* published a special issue with fundamental papers in the discipline. We could see if we could have a special issue in honor of the anniversary. Dorothy suggested to start planning for programming at the 2013 national meetings and the formation of a committee to investigate other possible activities. Jennifer Griffiths might have access to some older papers that could be accessed for free for a year. They could be made available through the member-only section of our webpage. Sue felt this would be a great way to introduce these papers to current students. Award winners and fellows could be involved. Choose top 75 papers to correlate with 75<sup>th</sup> anniversary.

8.3 **Future ACS meeting topics** – Roland Hirsch – ACS has themes for each national meeting. He suggested that maybe program chairs could come up with themes. The theme group will be meeting in Anaheim. Michele Buchanan in our representative.

9. Meeting adjourned at 6:35 pm.

Minutes respectfully submitted,

Anna G. Cavinato  
Secretary, Division of Analytical Chemistry