

MINUTES

Division of Analytical Chemistry, 229th National ACS Meeting
San Diego, California
ANYL Executive Committee Meeting
Saturday, March 12, 2005, 1:00 – 5:00 pm
San Diego Convention Center,

Members present: Brian Bidlingmeyer, Henry Blount, John Callahan, Bonner Denton, Chris Enke, Britt Erickson, Roland Hirsch, Steven Petrovic, David Pinkston, Victor Rhyzov, Al Ribes, Charles Wilkins.

1. Call to Order: The meeting was called to order by John Callahan at 1:12 pm.
2. Approval of Minutes: The Fall 2004 minutes were approved after corrections were made to Section 3.1 regarding the identity of symposium organizers.
3. Officer Reports:
 - 3.1. Chair: John Callahan provided a summary of the San Diego ANYL technical program. John reminded the Committee that although the Division programming was organized around invited symposia but asked for contributed papers for some of the symposia, which the Division doesn't support financially. John highlighted some successful results to contributed symposia; The Biosensors & Sensors symposium organized by C.J. Zhong was such an example with one half-day session of invited talks and three half-day sessions of contributed talks. Kim Prather also scheduled an extra half-day session of contributed talks for the Analytical Chemistry in the Atmospheric Sciences symposium, as did Mark Schoenfisch for Biosensors and Sensors (Functional Polymers). There are also four award symposia (ACS Award in Chromatography, ACS Award in Analytical Chemistry, ACS Field and Franklin Award in Mass Spectrometry, and the ACS Nobel Laureate Signature Award), and co-sponsored symposia with ENVR (Gas-Phase Ion Chemistry in Analytical Mass Spectrometry), CHAL (on Forensic Chemistry) and GEOC (Analytical Chemistry in the Marine Sciences). Information about the Division programming for the Washington, DC meeting was presented by John. There will be six Division awards presented. Symposia scheduled: Two symposia on spectroscopy, a multi-day symposium on counterterrorism, three on chromatography, one session on neutron analysis, one session on analytical chemistry and public policy. There are twenty invited symposia at the DC meeting, and a goal of twenty-five symposia (invited + contributed).
 - 3.2. Chair-Elect: Chris Enke provided a programming overview of Atlanta (Spring 2006) and San Francisco (Fall 2006). Atlanta programming highlighted by Chris included:
 - An extended symposium organized by Nancy Xu on new frontiers in ultrasensitive analysis. This symposium could possibly be stretched to three or four days.
 - Two sessions on education, one on web learning, one on remote access teaching experiments
 - Possible sessions on disease diagnostics, proteomics, ambient mass spectrometry, electronic informatics, atomic spectroscopy, four sessions in chromatography
 - "They said it couldn't be done!" – Conceptual breakthroughs that smashed through the paradigm
 - Possibility of a metabonomics session at the San Francisco meeting.
 - 3.2.1. Bonner Denton supplied long range planning committee suggestions for the San Francisco meeting. There is a good selection of programming suggestions.
 - 3.3. Secretary: Steven Petrovic mentioned that the Division Annual Report was submitted to ACS. Two points of note with respect to the Annual Report: One, with regards to regional meeting support, only \$3,000 out of \$5,000 was distributed to support regional meeting programming. Two, the Division did not participate in the ChemLuminary award process or secure any of the Innovative Project funds. Otherwise, although the number of delinquent accounts is large (approximately 15%), the membership numbers are otherwise healthy. John mentioned a few additional issues with respect to the annual report:
 - Should the Division be incorporated?

- There should be an update of the operations manual for all officers. Steve will take care of this item.
 - Steve will look into the application process for ChemLuminary awards.
- 3.4. Treasurer: Al Ribes presented the report. The income levels are a little lower than expected. We budgeted for \$70,000 but only received \$67,000. We received a bill from the Biotech Secretariat even though we are not involved in any secretariat. With respect to invited speakers, we are not overspending. We have budgeted \$64,000 for invited speakers. In 2003, the Division spent \$57,000 on guest registrations and only \$54,000 on guest registrations in 2004. Bonner expressed a concern that the ACS is charging higher registration fees to invited speakers who are not ACS members. The field of analytical chemistry is becoming more interdisciplinary and therefore, more speakers from outside the traditional boundaries of analytical chemistry are attending. Bonner suggested that once these invited speakers get a taste of the ACS meetings, they may want to join the ACS. Chris suggested a member rate for non-ACS invited speakers. With regards to Division allocations, Al suggested that we encourage people to attend the exposition, the oral sessions and poster sessions to maximize profit-sharing with the ACS. Al also summarized the Analytical Division performance compared to other ACS divisions. Currently, we are spending more money than we are taking in (93% Operating Ratio) and we are raising less money (41% Dues Ratio) than most divisions. The Division receives \$75,000 for the Graduate Fellowship Program. Additional monies may also be achieved by evaluating how the Division investments are performing in the ACS Investment Pool. Currently, there is \$44,000 in the ACS Investment Pool. Al will look into moving some Division monies into better conservative investments to improve the Division's investment returns.
- 3.4.1. There was some discussion regarding contacting the Division membership regarding Division activities. Al and Steve will work on setting up an account with the Microsoft Small Business Center to send emails to the entire membership regarding important Division activities. Also, the Executive Committee asked Britt Erickson to lobby for 1/16 page in the Analytical Chemistry A-Pages once a quarter.
- 3.4.2. Brian Bidlingmeyer, David Pinkston, Al Ribes, and Bonner Denton agreed to work together as a Divisional investment committee. With respect to check writing privileges, Chris Enke and Al Ribes are currently co-signers.
- 3.4.3. New Business item 8.1 on Division dues was discussed at length. Al mentioned that Division dues are in-line with respect to Physical and Organic Division. Charles Wilkins moved that we increase all paying dues categories by \$2. Bonner seconded. Motion was approved unanimously.
- 3.4.4. Chris suggested that we need to have more in reserves, closer to a year in expenses. Bonner suggested that Pacifichem might be our only problem in the case of a financial catastrophe.
- 3.5. Chris presented a motion to accept all officer reports. David seconded. Motion passed.
- 3.6. Councilors: No report
4. Subdivision of Chromatography and Separations Chemistry: Brian Bidlingmeyer presented the Subdivision report. John Dorsey resigned as Chair. Vicki McGuffin is serving as John's replacement. Andre Striegel accepted the first Young Investigator award. There were forty people at the award symposium which was held at Pittcon. The 2005 awardee has been decided upon but the recipient has not yet been contacted. Csaba Horvath update: The Subdivision contacted Jim Stewart of the Connecticut Chromatography Council regarding a plaque to be hung outside Csaba's research labs at Yale. Jim Stewart contacted Yale, and Yale responded that unless \$100,000 is involved, Yale wasn't interested. So Jim has collected a group to raise funds for Csaba's plaque. Finally, Brian mentioned that changes to the Subdivision bylaws, which was approved by the Subdivision at Pittcon 2005, needs to be approved by the Division Executive Committee. The Division Executive Committee accepted the changes.
5. Committee Reports
- 5.1. Program Planning:
- 5.2. Awards and Canvassing: Bonner said that all candidates have been selected for the Fall 2005 meeting, and the juries have been filled for candidates. Chair-Elect candidates are needed from government or industry.
- 5.3. Financial Planning: Bonner presented the report. The Long Range Planning Committee discussed Bonner's idea of developing an industrial or corporate supporting member arrangement, where we ask the individual corporations donate \$1,000 per year for five years. This is a small enough amount of money where approval can be obtained at lower levels of management. The Executive Committee needs

to agree on what these sponsors get for their donation (e.g. places to place company literature, division newsletter recognition, space for recognition in Analytical Chemistry). Bonner also explained the need to recognize those companies that have already supported the Division. Henry reminded Bonner at the Long Range Planning Committee meeting that Bonner, Ted Williams, and Charles Wilkins had agreed to chip in \$1,000 toward the Division Spectroscopy award. Henry then suggested that recognition could be provided to those donors that would agree to give \$100 per year for five years. A series of donation levels and recognition for donation longevity could be recognized by the Division. David Pinkston suggested honoring donors at a symposium. Bonner offered to draft two letters: one for corporate donors, and one for individual donors. All officers will act as an ad hoc committee. Charlie offered to draft a letter for individual donor. An extensive discussion followed regarding the size of the cash award for each Division award. Suggestions to decrease the size of the cash award for Division awards were made, although no changes were initiated.

- 5.4. Education: John provided the report in Cindy's absence. Cindy's report was included in the agenda packet. The main issue is visibility regarding the Kolthoff award. Roland suggested that Howard Dewald include a call for Kolthoff award candidates in the letter that is sent to chemistry departments regarding the Division Undergraduate Award.
 - 5.5. Graduate Fellowship: No report.
 - 5.6. Membership: No official report. David Pinkston mentioned that the Chair of the Membership Committee had resigned. A new chair needs to be identified. A discussion on member recruitment and retention ensued. Henry suggested a welcome e-letter to new Division members from the Chair. Bonner suggested that a follow-up e-letter might be sent prior to their renewal.
 - 5.7. Newsletter: Victor Rhyzov gave report about the newsletter. The committee discussed options regarding hardcopy versus electronic copy of the Division newsletter. The committee agreed to send one hardcopy of the newsletter. Al mentioned that it is important to give the members something tangible, something that they can hold.
 - 5.8. Webpage: Roland Hirsch thanked Victor for a good newsletter. Website hits in 2004 were down from 20,000 to 16,000. The newsletter page had almost 2800 hits of which 2000 were in February. There were 1900 hits in February this year but the newsletter came out a little later in February this year. Roland also mentioned that he is dependent upon submissions for the Division website.
 - 5.9. Membership Committee.
 - 5.10. Nominating:
 - 5.11. Publicity: No report.
 - 5.12. Regional Meetings: We have a request for input into organization and support with the Western Region Meeting in Anaheim. Tom Wenzel is working with the Western Regional Meeting Chair. The topic of the meeting is water (all aspects of water). We need to get the word out to the Regional Meeting organizers that the Analytical Division has monetary support for symposia.
 - 5.13. Undergraduate Awards: no report
6. Reports from Affiliated Societies: No report.
 7. Old Business
 - 7.1. Election Procedure. Al summarized the transition of the ANYL election procedure from paper ballots to a hybrid system of paper ballots (for those with no e-mail) and electronic notification of ballots (but still had to submit the vote by snail mail). Al noted that there were more ballots submitted by those without e-mail notification than from those members with e-mail notification, even though 75% of the membership was notified electronically. Al described the process of electronic voting, which would cost approximately \$3000. This is a significant cost savings from paper ballots or the hybrid system. Electronic (web-based) elections are in accordance with the wording of the ANYL Bylaws and have the approval of N&E. We will be using Campus-Vote.com. Charlie moved that we conduct elections by electronic balloting. The motion was seconded and approved.
 8. New Business
 - 8.1. 2006 Division Dues Structure. Discussed previously in Section 3.4.3
 - 8.2. Coordination of budget with symposium planning and meeting expenses. Doesn't seem to be a problem right now.

- 8.3. Gordon Research Conference Funding. Currently the Division has allotted \$10K for the Analytical GRC. A separate request for GRC funding was submitted by Dick Crooks to provide travel and registration funding for eight people. There was some discussion about the need to provide GRC with this funding based on other divisional funding priorities, concerns about the overall conference impact, and the overseas location of this conference (Paris). Motion to support the GRC proposal as requested was passed. Roland motioned that future support of the GRC in Analytical Chemistry be evaluated by the ANYL Executive Committee, considering the results of the Conference since ANYL support began. Motion seconded and passed. David motioned that the Division would encourage GRC to acknowledge Division support, and to report on such activities funded by the Division.
- 8.4. Pacifichem Symposium Funding: A request for funding was made by Raoul Kopelman for a symposium on nanotechnology at the 2006 Pacifichem meeting. Mike Ramsey is the coordinator. Bonner moved that we refer this request to Mike Ramsey because we don't want to micromanage Mike's program. Motion seconded and approved.
- 8.5. Update of Officer Travel Guidelines: Upon request from Catherine Fenselau regarding the increased involvement of the Newsletter Editor, Steve motioned that the Newsletter Editor should be compensated for three days expenses (hotel, airfare, food) to Fall National ACS meetings. Motion was seconded and approved.
- 8.6. Replacement for Diane Parry (ANYL representative for FACSS): Starting in 2006, Diane Parry will be the FACSS Governing Board Chair-Elect. Bonner motioned that Charlie Wilkins will replace Diane as our FACSS representative. Motion was seconded and approved.
- 8.7. Approval of Changes to Subdivision Bylaws. Changes were approved (see end of Section 4)
- 8.8. Division Policy on Symposium Funding. John has received requests from past symposium organizers on utilizing unspent funds from previous meetings for subsequent symposium expenses. The ANYL Executive Committee came to a consensus that decisions made on unspent funds be left to the discretion of the Chair and Treasurer and that unspent funds should be spent in a timely fashion.
- 8.9. Funding for CHAL Reception. The sponsor for the Monday night CHAL reception bailed out on CHAL. CHAL is stuck with a \$7500 bill. Henry moved that the Division not participate in funding the bailout. The motion was seconded and approved.
- 8.10. Division Input for *Analytical Chemistry* Editorial Board Meeting. Henry suggested that the ANYL Executive Committee formally recognize the excellent job that the periodical is doing with regards to its leadership and the science that is disseminated.
- 8.11. Merits of P²C². This meeting is run and controlled by ACS Staff. As such, the meeting agenda is driven by Staff concerns. This means that the interests of the Division and the Staff do not always overlap. For example, the next two national meetings are planned, but only one-third of the people attending are from ACS divisions. Chris thought that the Division Leaders Conference was more helpful. John thought that the time could be better spent on planning meetings and training for these meetings. Perhaps the Division should only send one candidate to P²C².
- 8.12. Brazosport Local Section Co-Sponsorship. The Brazosport Local Section is organizing a program on entrepreneurship later in 2005. Carolyn Ribes has asked if the Division would agree to co-sponsor this event. The Executive Committee agreed to co-sponsor the program.

9. A motion to adjourn by Roland Hirsch was seconded and approved at 5:15 pm.

Minutes respectfully submitted,

Steven C. Petrovic,
Secretary, ACS Division of Analytical Chemistry