

ACS-GHS Board Meeting

01/12/19

12:37 PM to 2:43 PM

University of St Thomas; SHP 251;

3800 Montrose; Houston, TX 77006

Blackboard Call Dial IN: 571-392-7650

PIN: 9043764281#

Agenda

1. Welcome/Introductions - Snigdha Chennamaneni
2. Volunteer Recognition - Catherine Faler
3. ACS-GHS Organization and Standard Operation Procedures - Mamie Moy
4. ACS-GHS Strategic Goals - Amber Hinkle
5. ACS-GHS Executive Board and Committees - Snigdha Chennamaneni
6. Budget Review
7. Special Events
8. Other Business

ACS-GHS Meeting Minutes

January 12th, 2019

1. Welcome/Introductions:

Snigdha Chennamaneni convened the meeting at 12:37 pm.

Attendees: Snigdha Chennamaneni, Crystal Young, Catherine Faler, Mamie Moy, Amber Hinkle, Larry Dennis, Carolyn Burnley, David Singleton, Sunny Tang, Valerie Lafitte, Javoris Hollingsworth, Kerry Spilker, Dawn Friesen, Kiresha Johnson, Kevin Ramirez, Lisa Houston, Maryanne Mores, Huayun Yu, Greg Li

2. Volunteer Recognition:

Catherine made special announcements about 2019 Local Section Outreach Volunteer of the Year Award and Salutes to Excellence.

The 2019 Local Section Outreach Volunteer of the Year Award was presented to Dawn Friesen for her extraordinary work to improve member engagement through use of technology in 2018 by developing several technology platforms and establishing an “ACS-GHS YouTube” channel to livestream and archive GHS activities.

The Salutes to Excellence was awarded to Bob Botto and Cotton Starr. Bob for his outstanding outreach efforts with Kids and Chemistry program, during the National Chemistry Week (NCW) Celebrations. Cotton for her work on the monthly GHS newsletter, in order to publicize the activities, accomplishments and awards of the GHS members.

Snigdha presented a periodic table souvenir to Catherine in recognition for her service as 2018 ACS-GHS Chair.

3. ACS-GHS Organization and Standard Operating Procedures:

Mamie gave an overview of the ACS-GHS Organization and Standard Operation Procedure’s draft manual. Mamie stated that the document serves as a guide for the members of Executive Board and it delineates the roles and responsibilities of officers and emphasized the GHS Organization and responsibilities of individual committees and committee chairs. She stated that the committee chairs are responsible for programming in individual sub-committees which includes the initiation, follow-up and finalization of events. Mamie requested the Awards Committee pay special attention to GHS candidate nominations not only to the local and national awards, but to regional awards at SWRM. Mamie stated that an event report is required to be submitted by the event organizer before a reimbursement request is submitted to the treasurer.

Snigdha will send the manual to executive board members for review. The board is requested to provide feedback/ suggestions/ comments to the draft by 31st January, 2019.

4. ACS-GHS Strategic Goals:

Amber gave an overview of the following ACS-GHS strategic goals:

1. Increase active volunteers/ leaders by 100% in 3-5 years.
2. Continuously improve and use up to date communications methods.
3. Leader in communicating to the general public and policy makers the nature and value of chemistry and related sciences.

Amber requested the meeting attendees to get involved with planning and achieving one of the above goals. Tentatively by the end of February, the individual groups are advised to develop plans in order to achieve the goal and a review of plans will be discussed during the March Executive Committee Meeting.

5. 2019 ACS GHS Executive Board and Committees:

Election was conducted to fill in a Councilor position, Sunny Tang was elected to serve as ACS-GHS Councilor (2019-2020). GHS Executive Board comprises of Chair, Chair Elect, Immediate past Chair, Secretary, Treasurer, 7 councilors, 5 Alternate Councilors and 4 directors. A quorum to vote is 11.

2019 ACS-GHS Committee Chairs and activities were discussed.

1. Programming Committee: Crystal Young

- i. Women Chemists Committee: Valerie Lafitte
Valerie is planning on organizing a Speed Mentoring/ Speed Networking event.
- ii. Younger Chemists Committee: Kevin Ramirez
Kevin is planning on organizing an Industry Mentoring activity with HBU student chapter.
- iii. Minority Affairs Committee: Javoris Hollingsworth
Javoris is planning on organizing a Mentoring event targeting high school students, with an objective to expose them to various Chemistry careers and encourage them to pursue higher education.
- iv. Engineering Council of Houston Liaison: Larry Dennis
- v. Summer Social and Seminars: Crystal Young
Crystal is planning on organizing several seminars, she has planned a dinner seminar in September. The speaker for September seminar is Dr. Bonnie Charpentier. GHS is planning on partnering with Brazosport section for the September seminar event.
- vi. Science Café: Mamie Moy
Mamie has planned Chemistry and Arts Seminar at Houston Museum of Fine Arts (Brown Auditorium) during the Van Gogh exhibit, on March 23rd, 2019 from 3:00- 5:00 pm. Mamie has also invited the following ACS neighboring sections to attend the seminar event: Austin Section, Little rock Section, Beaumont Section.
- vii. Technician Affairs Group: Carolyn Burnley
Carolyn plans to collaborate with Brazosport Section TAG in an effort to re-invigorate GHS TAG.

2. Awards Committee: Lisa Houston

Lisa requested that we institute an honorarium for Local Section Younger Chemist Award. This item will be discussed during the February Executive Committee Meeting.

3. Education Committee: Roxie Allen

- i. Chemistry Olympiad: Jerry Yang
Jerry scheduled the Chemistry Olympiad Exam on March 1st, 2019 at University of Houston.
- ii. Project SEED: Carolyn Burnley and Javoris Hollingsworth
- iii. High School Chemistry Clubs and Scholarship Exams: Roxie Allen
- iv. Student Affiliates: Kiresha Johnson
- v. Science Fairs: GHS-ECH Representative-Larry Dennis

4. Community and Chemistry Committee: Kerry Spilker

- i. National Chemistry Week and Chemists Celebrate Earth Week: Kiresha Johnson and Kerry Spilker
- ii. Kids and Chemistry: Bob Botto

- iii. Education Rainbow Challenge: Eme Amba
- iv. Industry Relations: J.C. Kuo

- 5. Nominations and Elections Committee: Catherine Faler
- 6. Communications and Technology Committee: Dawn Friesen
 - i. Newsletter and Website: Cotton Starr
 - ii. Social Media: Lisa Houston, Catherine Faler, Snigdha Chennamaneni (Ex-Officio Member)

- 7. Membership Committee: Qi Wang
Team: Lisa Houston, Maryanne Mores, Crystal young (Ex-Officio Member)

- 8. Financial Advisory Committee: Sunny Tang
Team: Sam Lewis (Ex-Officio Member)

- 9. Strategic Planning Committee: Amber Hinkle
Ex-Officio Members: Snigdha Chennamaneni, Crystal Young, Catherine Faler

6. 2019 ACS GHS Budget:

Sam emailed the report along with proposed 2019 budget. Snigdha gave an update.

7. 2019 ACS GHS Special Events:

- 1. International Year of Periodic Table (IYPT): 2019 is the IYPT. Catherine received a grant for \$2000 to plan and organize events. Catherine partnered with High School students in Baytown and worked on a quilt. She is planning on working on several quilts, which will be displayed at different locations throughout the year-including International Quilt Festival, GHS events, etc. Interested volunteers please contact Catherine.
- 2. Career Day: Targeted for the month of September. Need to form a team to plan and co-ordinate the event. Snigdha will request an event report from National Career Services Team for the 2018 ACS Career Day. Interested volunteers please contact Snigdha.

8. Other Business:

- 1. Monthly Board Meetings:
By majority, it was decided that the monthly board meetings will be scheduled on Third Monday of every month. Meeting location will be University of St. Thomas campus, Room # SHP 251; 3800 Montrose; Houston, TX 77006. There will be an option to participate in the meeting through audio/ video conference option, through Blackboard. Blackboard Call Dial IN # 571-392-7650; PIN: 9043764281#

- 2. Grant Applications: IPG and CA grants
If you have any innovative ideas for programming, and require funding support, please apply for Innovative Project Grant or Corporate Associate Grant. Please contact Snigdha regarding application.

Meeting concluded at 2:43 pm

Submitted by: Snigdha Chennamaneni

