Part II Secretary’s Questionnaire
ACS Technical Division Annual Report for 1999
Division of History of Chemistry (HIST)
Submitted by Vera V. Mainz

A. Division Administration

1. Officers
What are the Bylaw-designated Officers of your Division? (Mark all that apply)

<table>
<thead>
<tr>
<th>Position filled through 1999</th>
<th>Position unfilled (specify for how long)</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒ Chair</td>
<td></td>
</tr>
<tr>
<td>☒ Chair-Elect</td>
<td></td>
</tr>
<tr>
<td>☐ Vice-Chair</td>
<td></td>
</tr>
<tr>
<td>☐ Past-Chair</td>
<td></td>
</tr>
<tr>
<td>☐ Secretary</td>
<td></td>
</tr>
<tr>
<td>☐ Treasurer</td>
<td></td>
</tr>
<tr>
<td>☒ Secretary/Treasurer</td>
<td></td>
</tr>
<tr>
<td>☐ Program Chair</td>
<td></td>
</tr>
<tr>
<td>☐ Member-at-Large (specify number)</td>
<td></td>
</tr>
<tr>
<td>☔ Other (specify) Councilor</td>
<td></td>
</tr>
<tr>
<td>☔ Other (specify) Alternate Councilor</td>
<td></td>
</tr>
<tr>
<td>☐ Other (specify)</td>
<td></td>
</tr>
</tbody>
</table>

2. Elections
Were the 1999 elections conducted in accordance with your Division’s Bylaws?

☐ Yes ☐ No  If no, explain: No elections were held in 1999.

3. Bylaws
a. What is the date of your current Division Bylaws? 1995

b. What is the date of your last Division Bylaws review? 1995

Does your Division have an operations manual?

☐ Yes ☐ No  If yes, what is the date of the latest version? 1996

5. Executive Committee
a. How many Executive Committee members does your Division have?

☐ 1–5 ☒ 6–10 ☐ 11–15 ☐ 16–20 ☐ 21+

b. How many Executive Committee members are from each area?

<table>
<thead>
<tr>
<th>Industry</th>
<th>Government</th>
<th>Academe</th>
<th>10</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒ 1–5</td>
<td>☒ 6–10</td>
<td>☐ 11–15</td>
<td>☐ 16–20</td>
<td>☐ 21+</td>
</tr>
</tbody>
</table>

c. When did your Executive Committee meet?

☐ Spring ☒ Fall ☐ Other

d. Did a Division representative attend the Divisional Officer’s Caucus (DOC)?

☐ Spring ☐ Fall ☒ No

e. Did the Chair-Elect attend the 1999 Division Officer Training Conference (DOTC)?

☐ Yes ☐ No  If no, who attended? No one.

Did the Treasurer attend the 1999 Division Officer Training Conference (DOTC)?

☐ Yes ☒ No  If no, who attended? No one.

f. Did your Division conduct an Annual Business Meeting open to all members?

☐ Yes ☒ No
6. Councilors
   a. How many Councilors is your Division entitled to?
      ☐ 1 ☒ 2 ☐ 3 ☐ 4
   b. How many of your Division Councilors (or alternates) attended the Spring Council Meeting?
      ☐ 0 ☐ 1 ☒ 2 ☐ 3 ☐ 4
   c. How many of your Division Councilors (or alternates) attended the Fall Council Meeting?
      ☐ 0 ☐ 1 ☒ 2 ☐ 3 ☐ 4
   d. How did your Division Councilors report to your members with regard to Council activities at the National Meetings?
      ☐ In a Division newsletter
      ☐ In an open Division meeting
      ☒ In an open Division Executive Committee meeting
      ☐ Other (specify)

7. Committees
   a. Mark the Committees that exist for your Division and indicate whether they were active in 1999. (Mark all that apply)

<table>
<thead>
<tr>
<th>Committee</th>
<th>Exists</th>
<th>Active in 1999</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advertising</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>Awards</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>Bylaws</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>Career Assistance</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>Continuing Education</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>Directory</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>Education</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>Finance</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>Investment</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>Long-Range Planning</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>Membership</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>Newsletter or Publications</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>Nominations</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>Program</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>Public Relations or Outreach</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>Safety</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>Strategic Planning</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>Other (specify)</td>
<td>☐</td>
<td>☒</td>
</tr>
</tbody>
</table>

b. Does your Division Membership Committee have a plan that is being followed to recruit and retain members?
   ☐ Yes ☒ No

8. Subdivisions
   List the Subdivisions of your Division (attach separate sheet of paper if needed).

   Archaeological Chemistry
B. Technical Programming

1. National Meetings
   a. Did your Division organize programming at the *Spring* Meeting?
      ☒ Yes ☐ No  *If yes, how many?* Oral papers 18  Posters 6
   b. Did your Division organize programming at the *Fall* Meeting?
      ☒ Yes ☐ No  *If yes, how many?* Oral papers 17  Posters 15
   c. Did a Division representative attend the 1999 Program Planning and Coordinating Conference (P²C²)?
      ☒ Yes ☐ No
   d. Did your Division participate in Sci-Mix?
      ☒ Spring  ☒ Fall ☐ No
   e. Did your Division participate in Secretariat programming?
      ☐ Yes ☒ No
      *If yes, which ones? (Mark all that apply)*
      ☐ Biotechnology (BTEC) ☐ Catalysis and Surface Science (CATL)
      ☐ Macromolecular (MACR) ☐ Materials (MATL)
   f. How many symposia did your Division cosponsor with other Divisions?
      ☒ 0 ☐ 1 ☐ 2 ☒ 3–5 ☐ 6–10 ☐ >10
   g. How many symposia did your Division cosponsor with ACS Committees or non-Division units?
      ☒ 0 ☐ 1 ☐ 2 ☒ 3 ☒ 4 ☐ >4
   h. How many workshops did your Division conduct at National Meetings?
      ☒ 0 ☐ 1 ☐ 2 ☒ 3 ☒ 4 ☐ >4
   i. How many tutorials did your Division conduct at National Meetings?
      ☒ 0 ☐ 1 ☐ 2 ☒ 3 ☒ 4 ☐ >4

2. Local Section and Regional Meetings
   a. Did your Division program at regional meetings?
      ☐ Yes ☒ No
      *If yes, at how many regional meetings?*
      ☒ 0 ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ >4
   b. Did your Division organize programs with or provide speakers to Local Sections?
      ☒ Yes ☐ No
      *If yes, at how many Local Section meetings?*
      ☒ 0 ☐ 1 ☐ 2 ☒ 3 ☒ 4 ☐ >4

3. Cooperation and programming with other U.S. societies
   a. How many meetings did your Division cosponsor with other U.S. societies?
      ☒ 0 ☐ 1 ☐ 2 ☒ 3 ☒ 4 ☐ >4
   b. Of these, how many were:
      *Held in conjunction with ACS meetings?*
      ☒ 0 ☐ 1 ☐ 2 ☒ 3–5 ☒ 6–10 ☐ >10
      *Held in conjunction with the other societies' meetings?*
      ☒ 0 ☐ 1 ☐ 2 ☒ 3–5 ☒ 6–10 ☐ >10
      *Held as stand-alone meetings?*
      ☐ 0 ☐ 1 ☐ 2 ☒ 3–5 ☒ 6–10 ☐ >10
   c. What are the names of the meeting(s) and co-organizer(s)?
      *(Attach a separate sheet if needed.)*
4. Cooperation and programming with non-U.S. societies
   a. How many meetings did your Division hold with non-U.S. societies?
      ☒ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ >4
   b. Of these, how many were held outside the United States?
      ☒ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ >4
   c. Of those held outside the United States, how many were:
      Held in conjunction with the other societies’ meetings?
      ☒ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ >4
      Held as stand-alone meetings?
      ☒ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ >4
   d. Of those held inside the United States, how many were:
      Held in conjunction with an ACS meeting?
      ☒ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ >4
      Held as stand-alone meetings?
      ☒ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ >4
   e. What are the names of the meeting(s) and co-organizer(s)?
      (Attach a separate sheet if needed.)

5. Other Meetings
   a. How many Division meetings were held separately from ACS meetings?
      ☒ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ >4
   b. How many workshops were held separately from ACS meetings?
      ☒ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ >4
   c. What are the names of the meeting(s) and co-organizer(s)?

6. Does your Division have affiliations with other technical organizations?
   ☐ Yes ☒ No If yes, list them by name and give the start date.
   Name                                                                 Start date
       ___________________________                            ___________________________
       ___________________________                            ___________________________

C. Publications
   1. How many newsletters did your Division publish during 1999?
      ☐ 0 ☒ 1 ☐ 2 ☐ 3 ☐ 4 ☐ >4
   2. Did your Division publish abstract separates?
      ☒ Spring ☐ Fall ☐ No
   3. Did your Division publish preprints (or reprints)?
      ☐ Spring ☐ Fall ☒ No
   4. Did your Division make available a membership directory?
      ☐ Yes ☒ No When was the directory last updated? 1994
   5. How many books did your Division or members publish in 1999?
      ☒ 0 ☐ 1 ☐ 2 ☐ 3–5 ☐ 6–10 ☐ >10
   6. Does your Division publish your own journal?
      ☒ Yes ☐ No If yes, what is the name?
      Frequency ☐ Monthly ☐ Bimonthly ☒ Semiannual ☐ Annual ☐ Other (specify)
7. Does your Division have a Web page? ☑ Yes ☐ No
   If yes, what is the URL? http://www.scs.uiuc.edu/~mainzv/HIST/
   If yes, is feedback possible through this medium? ☑ Yes ☐ No

D. Awards

1. How many awards does your Division have?
   □ 0 □ 1 ☑ 2 □ 3–5 □ 6–10 □ >10

2. What are your Division awards for? (Mark all that apply)
   □ K–8 ☑ Distinguished service/Division fellow
   □ High school □ Scientific contribution to Division
   □ Undergraduate student □ Scientific contribution to area served by Division
   □ Graduate student □ Young scientist
   □ Faculty ☑ Publications
   □ Summer fellowships or internships □ Best Paper/Symposium
   □ Fellowships □ Other
   □ Travel awards □ Other
   □ Memorial □ Other
   □ Lecturer □ Other

3. List your 1999 Division awards and recipients (attach separate sheet if needed)
   Award                  Recipient(s)
   Dexter Award           Mary Jo Nye
   Outstanding Paper Award
   Outstanding Paper Award
   Outstanding Paper Award

E. Division Membership

1. List the end-of-year 1999 distribution of Division members. (The Office of Divisional Activities will complete this item.)

   Number of Division Members  723
   Number of National Affiliates  6
   Number of Division Affiliates  91
   Number of Free Members  29
   Emeritus Members pay ☑ Regular dues □ Reduced dues □ No dues □ No such member category

2. What was the change in your Division membership over the past year?
   □ Increase >20%
   □ Increase 11–20%
   □ Increase 6–10%
   □ Increase 1–5%
   ☑ Essentially no change (±1% or less)
   □ Decrease 1–5%
   □ Decrease 6–10%
   □ Decrease 11–20%
   □ Decrease > 20%
3. Over the past three years your Division membership has been
   [ ] Increasing
   [ ] Decreasing
   [x] Approximately constant
   [ ] Erratic

4. Over the past three years were your Division members surveyed to assess their needs or interests?
   [ ] Yes      [ ] No

F. Educational and Public Outreach
   Where appropriate, give details in Part III, Item A for sharing with other Divisions.
   1. Did your Division participate in any educational outreach activities?
      [ ] Yes      [x] No
   2. Did your Division participate in any public outreach activities?
      [ ] Yes      [x] No
   3. Did your Division participate in outreach activities directed toward government or public officials?
      [ ] Yes      [x] No
   4. Did your Division participate in National Chemistry Week?
      [ ] Yes      [x] No

After completing Part II, Secretary’s Questionnaire, go onto Part III, Secretary’s Narrative.
A. What was your Division’s particularly outstanding or innovative activity (ies) this year? Please note whether it was an activity launched in 1999 or one that had been initiated in prior years, how you measure its effectiveness, and what ACS strategic thrust(s) the activity supports. *(Attach a separate sheet if needed.)*

<table>
<thead>
<tr>
<th>Activity</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Timely and well-attended symposia at both National meetings. In Spring 1999, Anaheim, there was the Global Salute to Polymers (9 papers). In Fall 1999, New Orleans, there were the Global Salute to Polymers (5 papers) and History of Academic Chemistry Departments (7 papers, 2 sessions). The general sessions and Sci-Mix were also well-attended.</td>
<td>New Established</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Measure of Effectiveness</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of papers presented and number of people attending</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ACS Strategic Thrusts Supported <em>(Mark all that apply)</em></th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1 Industry</td>
<td>3.4 Environment</td>
</tr>
<tr>
<td>1.2 Interdisciplinary</td>
<td>1.3 Technology</td>
</tr>
<tr>
<td>1.3 Technology</td>
<td>1.6 Worldwide</td>
</tr>
<tr>
<td>1.4 Careers</td>
<td>3.1 Public</td>
</tr>
<tr>
<td>1.5 Underrepresented</td>
<td>3.2 Education</td>
</tr>
<tr>
<td>1.6 Worldwide</td>
<td>3.3 Research</td>
</tr>
<tr>
<td>1.7 Students</td>
<td>3.4 Environment</td>
</tr>
<tr>
<td>2.1 Information</td>
<td>3.5 Environment</td>
</tr>
<tr>
<td>2.2 Careers</td>
<td>3.6 Environment</td>
</tr>
<tr>
<td>3.1 Public</td>
<td>3.7 Environment</td>
</tr>
<tr>
<td>3.2 Education</td>
<td>3.8 Environment</td>
</tr>
<tr>
<td>3.3 Research</td>
<td>3.9 Environment</td>
</tr>
<tr>
<td>3.4 Environment</td>
<td>3.0 Technology</td>
</tr>
</tbody>
</table>
B. What problems did your Division encounter, and how might ACS help to resolve them?

Division finances are not overly strong. Non-participation in the DOC was questioned by ACS Divisional Activities in December 1999. We reviewed the reasons why the Division's finances are at their current level. The Divisional Activities Office did understand the Division's reluctance to spend money on attending the DOC, and told the Secretary-Treasurer that ACS had agreed to pay the travel expenses for an officer of the Division. However, it was too late to arrange for anyone to attend.

C. What new ideas, unmet needs, or questions would your Division like to be addressed by the Divisional Activities Committee (DAC), Division Officer Training Conference (DOTC), Program Planning and Coordination Conference (P2C2), the Committee on Science (ComSci), and/or ACS staff?

The delay of ten days between the issuance of a special order for mailing labels and receipt of the labels seems unnecessarily lengthy. This is the same delay as given under the old database system, and the one thing which a new database system should have addressed was the quicker delivery of information for these types of requests. If the delay is not in the acquisition of the information necessary to print labels but in the actual printing of the labels, the problem is even less understandable.

D. Do you believe that your Division is healthy? Explain.

Yes, in terms of member interest and programming. Division finances need some attention, but the Bulletin for the History of Chemistry continues to be published as a top-rate journal.
E. Is your Division developing an adequate pool of volunteers who can eventually serve the Division in an elected position? Describe the process.

Yes. The Division now has a two-year term for Chair and Chair-Elect. The nominations committee always tries to assemble a group of candidates which includes younger Division members for new elections.

F. List the names, and the entity upon which they serve, of Division members who have roles in ACS Governance (e.g., Committee, Board, Task Force, etc.).

<table>
<thead>
<tr>
<th>Member Name</th>
<th>Committee, Board, Task Force</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mary Virginia Orna</td>
<td>Committee on Nominations and Elections</td>
</tr>
<tr>
<td>Ben Chastain</td>
<td>Liaison to the Council Committee on Public Relations</td>
</tr>
</tbody>
</table>
G. List your Division programs and activities that support the 1998–2000 ACS Strategic Thrusts unless already listed in Part III, Item A.

1.1 ACS will expand services to members and prospective members working in industry. (Industry)

1.2 ACS will expand activities at the interdisciplinary boundaries of chemistry. (Interdisciplinary)

1.3 ACS will develop and utilize the most advanced technology to enhance services and activities. (Technology)

1.4 ACS will provide programs and activities to facilitate the career development of chemical professionals. (Careers)

1.5 ACS will provide programs and activities to encourage participation and leadership in all aspects of the chemical sciences by women and underrepresented minorities. (Underrepresented)
1.6 ACS will pursue opportunities to work more closely with other professional societies worldwide. (Worldwide)

1.7 ACS will increase student participation in the activities of the Society. (Students)

2.1 ACS will continue to be the world’s leading provider and deliverer of chemical information. (Information)

3.1 ACS will provide programs and activities to improve the public’s recognition and appreciation of the contributions of chemistry. (Public)

3.2 ACS will provide programs to improve the scientific literacy of students and ensure quality education in the chemical sciences. (Education)
3.3 ACS will encourage funding of research in science, technology, and engineering. (Research)

3.4 ACS will encourage activities and programs applying scientific principles to environmental issues. (Environment)

H. Your comments and suggestions about the Annual Report Forms are earnestly solicited.

Congratulations—you have completed the Secretary’s portion of the 1999 Technical Division Annual Report. Forward a copy of Parts II and III to your Division Chair for approval. When your Division Chair has signed-off on the report, please send a copy to the Office of Divisional Activities, 1155 16th St NW, Washington, DC 20036–4800.