

Best Practices to Share with Other Divisions

These activities were collected from divisional annual reports for 2007 (reporting division given parenthetically – other divisions may carry out this activity as well). Divisions are encouraged to consider adopting one or more of these activities, as described or with suitable modification. The division reporting these activities may be able to provide more details.

Membership Recruitment and Retention Activities

- Give non-member speakers a one year membership (AGRO)
- Have membership chair send a welcome letter to new division members. (CINF)
- Distribute membership brochures to attendees at conferences. (CINF)
- Institute “membership” drives at poster sessions at national meetings (COLL)
- Create a Membership Chair and an Industrial Liaison (I&EC, ANYL)
- Use subdivisions to attract new members (PROF)
- Reach out to industrial chemists with targets for percentage of industrial speakers and industrial membership on Executive Committee (TOXI)
- Place career information on website (BIOL)
- Interact with members at regional meetings; set up special meetings for the membership (CHED)
- Reach out to international members and international scientists (PETR)
- Reach out at the university level and to high school teachers (POLY)

Activities targeting Student/Young Member

- Sponsor a graduate student luncheon (AGRO)
- Establish a Younger Chemists Committee within the division (ANYL)
- Conduct a summer symposium/workshop for students (COLL, NUCL)
- Sponsor a mentoring lunch for students and senior members at national meetings (COMP)
- Sponsor student award programs (ENVR, INOR)
- Establish a trust fund for student support (PETR)
- Create student “chapters” (POLY)

Division Planning Approaches and Initiatives

- Develop a divisional strategic plan (CINF, CHAS, CHED, TECH)
- Develop a succession plan, include assistants for all committee chairs. (CINF)
- Actively seek early-to-mid-career scientists for alternate councilor and subdivision chair-elect positions (INOR)
- Overlap terms of program chairs and utilize candidates who do not win divisional elections (POLY)
- Include new volunteer members in planning process (INOR, MEDI)

Program Planning Activities and Initiatives

- Participate in local section meetings (AGFD)
- Participate in/provide financial support for regional meeting programming (I&EC)
- Co-program with other scientific groups (ANYL, GEOC)
- Share national meeting content electronically. (CINF, INOR)