

Executive Committee Meeting Minutes
Kalamazoo Section ACS
Tuesday, November 19, 2019 6:30pm at
Kalsec 3713 W. Main, Todd Sales Building

Present: Kelly Teske (KT), Luke Chadwick (LC), William Schinzer (WS), Hershel Jude (HJ) Doug Williams (DW), Lydia Hines (LH), Megan Callaghan (MC), Blake Tresca (BT), Sarah Nixon (SN) and Amelia Grey (AG) K College chem students, Edward Thomas (ET) – KACS chair-elect 2020

#Meeting start time: 6:30 pm

#Secretary (KT)

- 56 votes cast in the fall election : Edward Thomas Chair-elect 2020, James Redwine Secretary in 2020; their terms start January 1.
- Ed Thomas will be registering for the Leadership Institute January 23-26, 2020
- October Minutes approved, with addendum regarding DW proposal for Education responsibilities which may be done online or with help from a KVCC member. (SEE [APPENDIX B](#) below)

#Treasurer (WS)

- Budget report – ([APPENDIX A](#))
It was noted that there are two funds which are “dedicated”: one for Project SEED and the other the IPG grant received from LSAC/ACS for the IYPT events

#Communications (MW)

- DW/MW Website Proposal
 - Will use Wordpress to make website and will own domain
 - Steve Bertman currently obtains analytics of the old site. Would like to have transferred
 - Link Facebook page
 - Recommended using BlueHost

#Competitive Exam/Education Program

- ??Taken at KVCC and entirely electronic for the second exams. First exam still given to the HS's. [Recap]
- Kimberly Lewis at KVCC offers opportunity to use KVCC facility for online testing or testing center site for final exam
- LH recommended that the tests not be given in 2020 but that we take the year to reassess and place a more fully-thought-out plan in place for the longer term.
- DW to work on getting input in regard to finding out the feasibility of offering the first exam online at the various area high schools (LH to assist)
- HJ to draft a letter to send to members regarding the exam program in an attempt to solicit members' help with this program

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IYPT Pocket-size Periodic Tables

- 45 packets are in hand; will be given out to local high schools; WS offered to hand-deliver to Portage area HS

#Student Organizations - 10 minutes

- WMU Chem Club (Megan Callaghan, President)
 - Megan is graduating and new president is Andrew Simpkins
 - Bell's tour last Saturday (Nov 16th)
 - Tie dye event
 - Portage Northern will come to WMU and do demos with club
 - Dr. Sarah Oehm (faculty specialist WMU) gave talk to club on Monday Nov. 18th.
- WMU CGSA (Emile Van Meter, President)
 - No report
- K-College (Blake Tresca, adviser; Sarah Nixon [ACS president], Amelia Grey [media])
 - Participated in (NCW) Chemistry Day at the museum in October
 - Chemistry themed escape room event

#Councilor update (LEMH)

- No report until closer to Spring meeting (Council meeting)
- Report on **Bell's event**
 - Well attended despite the weather; speaker excellent in content and breadth; Kelly will provide Mike Weslosky an article for the next newsletter

#Project SEED update (DW)

- ACS-sponsored Townhall meeting held just before our EC meeting
- Project SEED Committee is increasing stipends for students in first and second year.
- \$3800 for SEED 2; \$3200 SEED 1
- Going to online platform for student applications - no more paper copies
- Mentors, coordinator, and students will have separate accounts
- Proposals will open in late-to-mid January
- Yanari Raines (Kelly's Project SEED student in Summer 2019) - presented work at WMRUGS (Van Andel) and at Bell's Poster event

#Old Business

- NONE

#New Business –

- Finalize 2020 Budget: DEC Meeting!
https://docs.google.com/spreadsheets/d/1mHRcvgeERQdfX9Ue7urHPqY-PygJtm_vSI0RteGQwRs/edit#gid=1546249526

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#End time: 8:10 pm

#Wrap Up –

- next EC meeting
 - date: TUESDAY December 17 6:30 PM; venue: Kalsec/Todd Sales Building

APPENDIX A:

Treasurer's Report for the KACS Executive Committee meeting on November 19, 2019

Current accounts summary:

PNC \$14977.06 Note that there is an outstanding check still, for \$100.

Vanguard investments \$10903.39 in the VIPSX account
 \$17275.89 in the VWINX account
 \$28179.28 total account balance as of today

Income since Oct 15: None

Outgo since Oct 15: None

Old outstanding checks: Samuel Rabick (Award) \$100

Total outstanding: \$100

Accounting for the outstanding checks issued in the last months, we have available:

PNC \$ 14877.06

Comment on Vanguard investments: slight gain over the last month

APPENDIX B: Proposal for an Electronic KACS Competitive Scholarship Exam

To: KACS Executive Committee
From: Doug Williams and Kim Lewis
Date: 15 October 2019

Our objective is to develop a secure digital test program for the KACS competitive scholarship exam that requires less labor to deliver and improves accessibility. The desired outcome is greater participation of chemists, teachers and students in the exam program.

Overview of proposal

Final exam. Prof. Kimberly Lewis (KVCC – Chemistry) has offered to coordinate use of the computer-equipped testing centers at KVCC for the KACS final competitive exam. These test centers have secure, test-dedicated computers with time-limit capability and video monitors in place to deter cheating. Test centers hours when classes are in session are shown below. Students must begin their test within the listed times. Test centers remain open for one hour after the posted closing time. Tests would be made available for a period of 3-6 weeks according to KACS directions. [NOTE: More information necessary here to understand access to video and role of test center attendants to monitor or challenge potential cheaters.]

Texas Township Campus

Room 2210 | 269.488.4460

	Open	Close
Sunday	Closed	
Monday	8:30am	8:00pm
Tuesday	8:30am	8:00pm
Wednesday	8:30am	8:00pm
Thursday	8:30am	8:00pm
Friday	8:30am	3:30pm
Saturday	9:00am	1:00pm

Arcadia Commons Campus

Room 211 | 269.373.7836

	Open	Close
Sunday	Closed	
Monday	8:30am	6:00pm
Tuesday	8:30am	6:00pm
Wednesday	8:30am	6:00pm
Thursday	8:30am	6:00pm
Friday	8:30am	3:30pm
Saturday	Closed	

The primary advantage of using the test center is to provide students with more opportunities to take the exam. Secondly, this will eliminate the extra effort necessary for the test coordinator(s) to schedule, deliver and score a written auditorium exam for dozens of students.

Preliminary exam. Historically, KACS sends a preliminary, qualifying exam to all high schools in our local section. This step “recruits” teachers and students into the test program and qualifies a manageable number of candidates for the final auditorium exam. If we agree to move to a more flexible, electronic final exam, we would no longer need to limit the number of finalists in this way.

- Discussion question: Should we eliminate the preliminary exam?

- For background: How many students have (1) taken the preliminary exam, (2) qualified for the final and (3) taken the final in recent years?

We have considered some options for giving a remote preliminary exam through the internet. Some security can be added by using a dedicated (“lock down”) browser tool such as Respondus, which may be available to us through KVCC license. Additional KVCC remote testing tools may be available but will require discussion with KVCC staff for access to high school students.

- For background: How many high schools are ready or not ready to administer an online test for an entire class of chemistry students?

Roles/Expectations

Expectations of KACS

- KACS test director will set dates for exams
- KACS test director will prepare content for exams (prelim and final), assess/organize results and draft (send?) announcements (invitation, results, etc.) to high schools
- KACS will provide scholarship funds

KVCC offers to

- Provide platform or support electronic delivery and scoring of exams. This includes compiling exam content into platform and coordinating access for students, teachers and KACS test director to the test systems.
- Discussion question: Would KACS consider inviting high school students from Battle Creek or Grand Rapids areas to take the exam?

Next Step

If KACS would like to pursue partnership with KVCC for use of their testing services, we are asked to send a letter of request to Peter Linden (Provost) and Deborah Coates (Dean of Instruction). Ms. Coates has already expressed her verbal support for this proposal.