

Welcome to the Project SEED Committee!

The Committee on Project SEED is an “Other” Committee of Council that works in an advisory status to the American Chemical Society Project SEED Program.



American Chemical Society
Office of Student Experiences
Education Division
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Washington, DC 20036
800-227-5558

Project SEED Web Site (www.acs.org/projectseed)

Committee on Project SEED Web Site
(<https://www.acs.org/content/acs/en/about/governance/committees/projectseed.html>)

Message from the Chair

Don L. Warner
Boise State University
Department of Chemistry & Biochemistry

January 29, 2020

On behalf of members of the ACS Committee on Project SEED: Welcome!

ACS staff and Project SEED Committee members have put this manual together to make your first year in the committee as smooth as possible. In it you will find a description of the SEED activities our committee oversees, the committee structure including a description of each subcommittee, the committee's strategic plan, and how the committee fits into the ACS governance structure.

The mission of Project SEED is to ensure that students from economically disadvantaged backgrounds have opportunities to experience the challenges and rewards of chemically related sciences. Project SEED celebrated its 50th year in 2018. Over its half century existence, Project SEED has grown into a prominent national program that serves more than 400 students at over 100 institutions each year! The committee also offers an array of college scholarships for SEED students. Since its inception, SEED mentors have worked with more than 10,000 students. Based on testimony and feedback from scores of these students, the committee and staff know how critically important SEED has been to so many lives and careers.

You have joined the committee at a particularly interesting time as we seek to enact the goals and strategies developed as part of our 2019 strategic plan. The committee is actively seeking opportunities to update how we define our eligibility requirements since a one-size-fits-all definition of "economically disadvantaged" is no longer appropriate. For example, it is reasonable to argue that certain parts of the United States have much higher costs of living than others. Also, it has become increasingly clear that many coordinators of Project SEED sites find it increasingly difficult to recruit both research mentors and high school participants. We have recently increased the summer stipend offered to students, which we anticipate will help address one of these issues, but we need to find creative solutions to encourage more scientists to serve as mentors to the high school research participants. I am confident that this year's committee will be able to put forth several viable solutions to address these problems.

During the next year, the SEED committee will continue its implementation of the strategic plan. I encourage you to read the plan and the strategies and tasks that we will undertake this year. Particularly, the committee will focus its efforts to increase the number of participating students and mentors and increase awareness of the program. Additionally we will continue to update Project SEED's online platform in order to ease the administration burden of our wonderful ACS staff, as well as make it easier for students, coordinators, and mentors to participate in the program.

Project SEED has been fortunate to have an increase in awareness amongst ACS members over the past few years. Thus, the Project SEED committee is perfectly positioned to translate this increased exposure to achieving our goals. To that end, we welcome you aboard and look forward to your active participation as we move forward!



Don L. Warner, Ph.D.
Chair, Committee on Project SEED

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American Chemical Society (ACS) Structure

The American Chemical Society is a self-governed individual membership organization that consists of over 151,000 members worldwide at all degree levels and in all fields of chemistry. The organization provides a broad range of opportunities for peer interaction and career development, regardless of professional or scientific interests.

The mission of the American Chemical Society is “to advance the broadest chemistry enterprise and its practitioners for the benefit of Earth and its people.” The ACS is divided geographically into 185 local sections. Members of the Society are automatically assigned to the local section closest to their address of record. ACS local sections enable members to connect with other chemists and chemical engineers in their geographic area, participate in programs near their homes that can enhance their professional development, and contribute to the public’s understanding of chemistry in their communities. A member may only belong to one local section.

The ACS has 32 technical divisions ranging from food and agriculture to industrial and engineering chemistry. Divisions of the ACS provide members a forum for networking and collaboration within their specialty area, help members to keep up with the latest developments in the area of expertise, and monitor advances in related fields. A member may belong to as many divisions as they choose.

The Society is governed through a series of committees that are overseen by the ACS Board of Directors and the ACS Council.



The ACS Council is composed of the President, the President-elect, the Directors, the Past Presidents, the Executive Director, the Secretary, and Councilors representing Local Sections and Divisions. Twenty percent of elected Councilors are elected by Divisions and 80% are elected by Local Sections. The President of the Society presides over Council.

The ACS Board of Directors is comprised of the President, the President-Elect, the immediate Past President, six District Directors (elected from geographic regions), and six Directors-at-Large. The Board of Directors is the legal representative of the Society, and, as such, administers all property, funds and

affairs of the Society. The Board of Directors is presided by the Chair of the Board who is elected internally on an annual basis.

ACS Committees

The committees of ACS can be classified into one of four basic categories: Society, Council, Board, and Joint Board-Council.

Society Committees

There are two Society Committees: Members of these committees are appointed by the President and the Chair of the Board. Society Committees are specified in the ACS Constitution. Society Committees report to both the ACS Council, and the ACS Board of Directors. The Chair of each Society Committee must be a voting Councilor, and the body of the committee must be composed of no less than two-thirds voting Councilors.

- Budget and Finance (B&F)
- Education (SOCED)

Council Committees

Council Committees report to the ACS Council. They can be subdivided into three main classifications: Elected, Standing, and Other.

Elected: Members of the Elected Committees of Council must be elected by the Council body, and must be voting councilors.

- Committee on Committees (CONC)
- Council Policy Committee (CPC)
- Nominations and Elections (N&E)

Standing: Members of the Standing Committees of Council must be voting Councilors.

- Constitution and Bylaws (C&B)
- Divisional Activities (DAC)
- Economic and Professional Affairs (CEPA)
- Local Section Activities (LSAC)
- Meetings and Expositions (M&E)
- Membership Affairs (MAC)

Other: Other Committees of Council can have any composition as specified by the Council at the time of the committee's charter.

- Analytical Reagents
- Ethics
- Nomenclature, Terminology and Symbols (NTS)
- **Project SEED**
- Technician Affairs (CTA)

Board Committees

Board Committees report to the ACS Board of Directors.

Standing: Standing Committees of the Board are composed only of Board members

- Executive Committee
- Grants and Awards (G&A)
- Professional and Member Relations (P&MR)
- Public Affairs and Public Relations (PA&PR)

Standing: Composition as specified by the Board.

- Audits
- Board of Trustees, Group Insurance Plans for ACS Members (BOT)
- Corporation Associates (CA)
- Executive Compensation
- Governing Board for Publishing
- Governing Board for the ACS Green Chemistry Institute (GCI)
- Pensions & Investments
- Petroleum Research Fund (PRF)
- Planning

Joint Board-Council Committees

Joint Board-Council Committees report to both the Board of Directors and the Council. They can have any composition as specified in their charter.

- Chemical Abstracts Service (CAS)
- Chemical Safety (CCS)
- Chemistry and Public Affairs (CCPA)
- Chemists with Disabilities (CWD)
- Community Activities (CCA)
- Environmental Improvement (CEI)
- International Activities (IAC)
- Minority Affairs (CMA)
- Patents and Related Matters (CP&RM)
- Professional Training (CPT)
- Publications (PUBS)
- Public Relations and Communications (CPRC)
- Science (ComSci)
- Women Chemists (WCC)
- Younger Chemists (YCC)

Project SEED Committee Overview

The Project SEED Committee sets policy for all Project SEED programs and reviews the Project SEED I and II Program applications from preceptors for student research projects and makes decision of level of funding, reviews the Project SEED college scholarship student's applications and award, assists the development office in solicitation of funding for students fellowships, promotes the awareness of the program within ACS, the scientific community, and the general public, and serves as judge of self-nominations for ChemLuminary Awards associated with Project SEED.

Project SEED Member Roles and Responsibilities

Responsibilities of the Project SEED Chair

- Provide vision and guidance to the Committee on Project SEED
- Initiate discussions on various aspects of Project SEED programs with committee members and staff.
- Seek opinions of committee members in areas of growth, concern.
- Serve as a spokesperson for Project SEED programs to the Society Committee on Education (SOCED), ACS governance, members at large, and the public.
- Communicate with Project SEED staff on a regular basis regarding progress of programs.

Responsibilities of Committee on Project SEED Members

- Assist the ACS Development office to solicit funding for student fellowships from corporations, foundations, and individual ACS members.
- Review of applications from preceptors for student research projects and decision of level of funding.
- Promotion of awareness and recognition of Project SEED within ACS, the scientific community, and the general public.
- Participation in long- and short-range planning of programs for Project SEED.
- Review of applications for an award of college scholarships designated for former Project SEED students.
- Attend all Committee meetings to represent the interests of the ACS membership in the design and execution of the SEED programs.
- Promote and encourage participation in SEED programs through interaction with attendees, as well as in your local section.
- Serve on subcommittees as needed.
- Advise the Project SEED chair and SEED staff of opportunities and challenges.

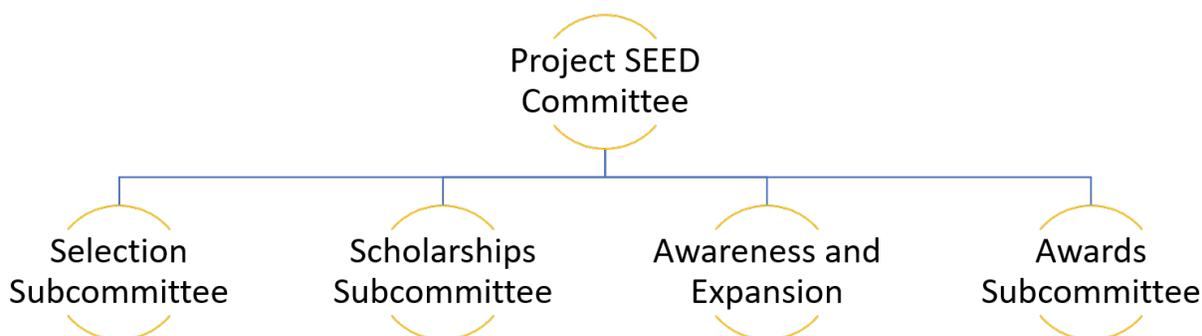
The Project SEED Committee provides guidance and support to the ACS Office of Project SEED. Project SEED reports to Council and is classified as an “other” committee of Council. Project SEED is composed of ACS members who have experience and/or interest in the Project SEED program. Project SEED members need not be ACS Councilors.

Term Limits – Members of the Project SEED are appointed by the ACS President and may serve for a maximum of three consecutive three-year terms (9 years). The Chair of SEED is appointed for a one-year term, and may serve as Chair for a maximum of three consecutive one-year terms (3 years). Associate members of project SEED are appointed for one-year terms. If an associate member of Project SEED is appointed as a member of Project SEED, time spent as an associate member does not count against the member term limit.

Project SEED Structure

The subcommittee structure of the Project SEED committee is organized around the objectives of the Strategic plan.

Project SEED Organizational Chart



Project SEED Committee and Subcommittee

Primarily Duties and Responsibilities

| | |
|---|--|
| 1. Solicitation of funding for student fellowships from corporations, foundations, and individual ACS members. | All |
| 2. Review of first round of project proposals applications for student research and decision of level of funding. | All |
| 3. Review of second round project proposal applications for student research and decision of level of funding. | Selection Subcommittee |
| 4. Promotion of awareness and recognition of Project SEED within ACS, the scientific community, and the general public. | Project SEED Subcommittee on Awareness and Expansion – Strategic Planning Implementation teams as relevant |

| | |
|--|---|
| 5. Selection of candidates for ChemLuminary and ACS Fellow nominations. Creation of new awards as needed and presentation of final candidates to the broader committee for vote. | Awards Subcommittee |
| 6. Review of applications for an award of college scholarships designated for former Project SEED students. | Project SEED Subcommittee on Scholarships |

Project SEED Subcommittee Missions

Project SEED Subcommittee on Selection: Oversees the application and selection processes of Project SEED I and II programs.

Project SEED Subcommittee on Scholarships: Oversees the Project SEED college scholarship program and selects the winning students.

Project SEED Subcommittee on Awareness and Expansion: Identifies and pursues opportunities to increase the visibility of Project SEED.

Project SEED Awards Subcommittee: Focuses on recognition of Project SEED volunteers by selecting candidates or finalists for ACS Fellow nominations or ChemLuminary awards. May launch new recognitions or recognition programs as well.

Project SEED Strategic Plan -2019 & Beyond

The ACS Project SEED program was established in 1968 to support summer research experiences for economically disadvantaged high school students in academic, industrial and government laboratories. The program provides additional educational opportunities by awarding college scholarships to Project SEED alumni seeking to complete chemistry or chemistry-related sciences undergraduate degrees.

Project SEED shares the core values of the “ACS Strategic Plan”, and our goals align specifically with Goal 3 – Support Excellence in Education Improve Education, which is to “Foster the development of innovative, relevant, and effective chemistry and chemistry-related education.” The program seeks to stimulate interest in the sciences for high school students from economically underprivileged backgrounds and increase their motivation to pursue a scientific career or become a professional chemist or chemistry-related sciences professional. By working with a professional chemist/scientist during the summer, these students are exposed to the passion for chemistry or chemistry-related sciences felt by professional chemists and scientists.

Vision:

Empowering students through transformative research experiences.

Mission Statement:

To ensure the quality, sustainability, and growth of the Project SEED (Summer Experiences for the Economically Disadvantaged) Programs.

Goals:

1. Foster sustainability of Project SEED (Impact, High; Resources, Low-Medium)
 - Develop a standardized Project SEED promotional package for use at ACS and other meetings for deployment by Fall 2020. (I: M, R:L)
 - Develop a mechanism to recognize mentors, coordinators, and donors annually within 12 months. (I: M-H, R: L).
 - By Summer 2021, develop and pilot three flexible models adjusting program length and stipends for various institution types (HS, 2YC, 4YC, Industry). (I:M; R: H)
 - By June 2020, implement a program to work in collaboration with ACS Development. (I: H ; R: M)
2. Identify and establish working relationships with stakeholders to promote growth (Impact, High; Resources, Medium).
 - Develop a communication/marketing package and implement an outreach program to high school communities by 2021. (I: H; R: M)
 - Develop a communication and marketing tools to engage ACS local sections and national committees within 18 months. (I: H; R: M-H)
3. Identify, implement, and promote essential elements of a high quality SEED program (Impact, High; Resources: High)
 - By April 2021, collaborate with ACS IT personnel to implement an online system for Project SEED (student applications, mentor project submissions, final approval, and reporting. (I: H; R: H)
 - By Summer 2020, revise current assessment tools and reporting of results and develop a mechanism of follow-up. (I: H; R: M)
 - Build communities among mentors and coordinators to exchange best practices on Project SEED program management with activities starting in 2020. (I: H; R; M)

2020

Council Other Committee on Project SEED

Don L. Warner, Chair, reappointment

2020 – 2022 Members (three-year appointment)

Zachary S. Davis, reappointment
Steven A. Fleming, appointment
Susanne M. Lewis, reappointment
Ajay V. Mallia, reappointment
Judith F. Rubinson, appointment
Jeffery W. Seyler, reappointment
Don L. Warner, reappointment

2019 – 2021 Members

Bryan W. Boudouris, continuing
Carolyn A. Burnley, continuing
Omar E. Christian, continuing
Barbara P. Sitzman, continuing
Chuanbing Tang, continuing
Alan E. Tonelli, continuing

2018 – 2020 Members

Kimberly Agnew-Heard, continuing
Peggy S. Biser, continuing
Maria Bohorquez, continuing
John W. Hartman, continuing
Angela Hoffman, continuing
Douglas S. Masterson, appointment (one-year appointment)
Michelle L. Rivard, continuing

2020 Associates (one-year appointment)

Elsa Alvaro, reappointment
William M. Ames, appointment
Michael T.H. Cheng, reappointment
T. Angele Kwimi, reappointment
Jason McAfee, appointment
Kevin Pate, reappointment
Emily A. Smith, appointment

All formal votes of ACS Committees may be made only by committee Members only. The Chair of each committee may make use of informal votes or polls to assess the sense of those present. Such informal votes may include committee associates, committee liaisons, consultants and visitors. The Committee on Committees (ConC) encourages Chairs to use informal votes in an effort to retain an air of openness and fairness.

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American Chemical Society 2020 Committee Information Sheet

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| Committee | Committee on Project SEED |
| Type | Other Committee of the Council Appointed by the President |
| Mission Statement | To ensure the quality, sustainability, and growth of the Project SEED (Summer Experiences for the Economically Disadvantaged) Programs. |
| Normal Meeting Schedule | Semiannually, at each national meeting. Generally meets the Saturday (all-day) and Sunday morning prior to the meeting week. |
| Reimbursement Policy | ACS will reimburse non-Councilor committee members, associates, and consultants for reasonable, ordinary and necessary transportation, lodging, and meal expenses incurred by attending meetings of Council-related committees at national meetings, up to an amount equal to 50% of the amount Councilors can be reimbursed under the Non-Councilor Travel Expense Program. For Councilors, reimbursement is provided through the Councilors Travel Expense Program. If necessary, ACS will reimburse certain travel expenses incurred due to authorized committee meetings and work performed outside of national meetings. |
| Staff Liaison | Racquel Jemison Education Division – Student Experiences Tel: 202-872-6048 E-mail: r_jemison@acs.org Fax: 202-872-4361 |
| Committee on Committees Liaison | Emilio X. Esposito |

ACS Project SEED Staff Contact

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Project SEED, Program Specialist

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| 202-872-4380 Toll Free: 800-227-5558 ext. 4380 | Fax: 202-872-7732 |
| Project SEED Web Site www.acs.org/projectseed | |

ACS-internal References and Acronyms

General – Acronyms

- ACS American Chemical Society
- ATE Advanced Technological Education (A program of the National Science Foundation)
- CAS Chemical Abstracts Service
- CCED Chemists Celebrate Earth Day
- CTPAS Chemical Technology Program Approval Service
- G2S Guaranteed to Succeed Manual
- GCI Green Chemistry Institute
- IChO International Chemistry Olympiad
- NCW National Chemistry Week
- NSF National Science Foundation
- OCA Office of Community Activities
- ACS PRF ACS Petroleum Research Fund
- SEED Summer Experiences for the Economically Disadvantaged
- TAGs Technician Affiliate Groups
- USNCO U.S. National Chemistry Olympiad
- 2YC3 Two-Year College Chemistry Consortium

ACS – Committees Acronyms

- Budget and Finance (B&F)
- Board of Trustees, Group Insurance Plans (BOT)
- Chemical Abstracts Service (CAS)
- Chemical Safety (CCS)
- Chemistry and Public Affairs (CCPA)
- Chemists with Disabilities (CWD)
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- Corporation Associates (CA)
- Council Policy Committee (CPC)
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- Economic and Professional Affairs (CEPA)
- Environmental Improvement (CEI)
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- Governing Board for Publishing
- Grants and Awards (G&A)
- International Activities (IAC)
- Local Section Activities (LSAC)
- Meetings and Expositions (M&E)
- Membership Affairs (MAC)
- Minority Affairs (CMA)
- National Historic Chemical Landmarks (NHCL)
- Nomenclature, Terminology and Symbols (NTS)
- Nominations and Elections (N&E)
- Patents and Related Matters (CP&RM)
- Petroleum Research Fund Advisory Board
- Professional and Member Relations (P&MR)
- Professional Training (CPT)
- Project SEED (SEED)
- Public Affairs and Public Relations (PA&PR)
- Public Relations and Communications (CPRC)
- Publications (PUBS)
- Senior Chemists (SCC)
- Science (ComSci)
- Society Committee on Education (SOCED)
- Technician Affairs (CTA)
- Women Chemists (WCC)
- Younger Chemists (YCC)

ACS – Divisions Acronyms

- AFGD Agricultural & Food Chemistry
- AGRO Agrochemicals
- ANAL Analytical Chemistry
- BIOT Biochemical Technology
- BIOL Biological Chemistry
- BMGT Business Development & Management
- CARB Carbohydrate Chemistry
- CATL Catalysis Science and Technology
- CELL Cellulose & Renewable Materials
- CHED Chemical Education
- CHAS Chemical Health & Safety
- CINF Chemical Information
- TOXI Chemical Toxicology
- CHAL Chemistry & the Law
- COLL Colloid & Surface Chemistry
- COMP Computers in Chemistry
- ENFL Energy & Fuels
- ENVR Environmental Chemistry
- FLUO Fluorine Chemistry
- GEOC Geochemistry
- HIST History of Chemistry
- I&EC Industrial & Engineering Chemistry
- INOR Inorganic Chemistry
- MEDI Medicinal Chemistry
- NUCL Nuclear Chemistry & Technology
- ORG Organic Chemistry
- PHYS Physical Chemistry
- POLY Polymer Chemistry
- PMSE Polymeric Materials: Science & Engineering
- PROF Professional Relations
- RUBB Rubber
- SCHB Small Chemical Businesses