

## BYLAWS

### BYLAW I

*(Constitution, Article IV)*

#### Membership

##### Section 1.

An Admissions Committee shall be appointed by the President on or before January 15 of each year. This Committee shall elect all members of the SOCIETY of whatever classification. The Council Committee on Membership Affairs shall act as an advisory body to the Admissions Committee. (1/1/63)

##### Sec. 2.

The membership term for new and reinstated members shall be an inclusive 12-month period. The member's anniversary date shall be the date of entry into the active membership roll. (10/4/99)

##### Sec. 3.

a. The Admissions Committee may approve for MEMBER a person who meets any of the following requirements for formal training, experience, or employment in a chemical science or in a related field of natural science, engineering, technology, or science education. Natural sciences are those that deal with matter, energy, and their interrelationships and transformations. (6/30/09)

(1) An earned bachelor's or higher degree in a chemical science or in a related field of natural science, engineering, technology, or science education from an appropriately accredited educational institution, or one acceptable to the Admissions Committee. (6/30/09)

(2) An associate degree or equivalent in a chemical science or related field of technology from an appropriately accredited educational institution, or one acceptable to the Admissions Committee. (6/30/09)

(3) Full certification, licensure, or other qualification as a pre-college teacher of chemical science, provided such certification, licensure, or other qualification is deemed satisfactory by the Admissions Committee. (6/30/09)

(4) Less formal training than indicated above and significant documented work experience in chemical science, chemical technology, or chemical education that is satisfactory to the Admissions Committee as representing achievement equivalent to that in any of the provisions above. One year of full-time relevant work experience shall be broadly equivalent to one year of full-time education and training. (6/30/09)

b. The Admissions Committee may approve for STUDENT MEMBER a person who is actively working toward an undergraduate degree in a chemical science or in a related field of natural science, engineering, technology, or science education from an appropriately accredited educational institution, or one acceptable to the Admissions Committee. A STUDENT MEMBER may retain such status only as long as that person is actively working toward such a degree. A STUDENT MEMBER who no longer meets the requirements for STUDENT MEMBER but does meet the requirements for MEMBER shall be reclassified no later than the beginning of the following membership year. (6/30/09)

A STUDENT MEMBER shall be entitled to all privileges of membership except that of holding an elective position of the SOCIETY, its Local Sections, or its Divisions, and the privilege of serving as Temporary Substitute Councilor; however, if the bylaws of the Local Section or Division so permit, a STUDENT MEMBER

may hold an elective position of the Local Section or Division, other than Councilor or Alternate Councilor. (6/30/09)

c. The Admissions Committee shall have power to interpret and apply these requirements, including determining the status of applicants educated in foreign countries.

d. Any person, qualified as specified in Sec. 3, a or b above, who shall have been nominated in writing by two members of the SOCIETY, who shall have paid the initial membership dues and fees as applicable, and whose application shall have been approved by the Admissions Committee, shall be declared elected a MEMBER or a STUDENT MEMBER of the SOCIETY. The requirement of having two nominations in writing may be waived by the Admissions Committee in cases where applicants live in areas remote from SOCIETY members. (6/30/09)

##### Sec. 4.

Except as provided elsewhere in these Bylaws, membership in the SOCIETY and the obligation for dues continue from year to year unless a member's resignation, signed by the member, is received by the Executive Director of the SOCIETY prior to the end of the 12-month period for which dues have been paid. Any person in arrears for dues for one year shall cease to be a member of the SOCIETY, provided that at least two weeks before the name is removed from the rolls, the Executive Director shall send the member a written notice of delinquency, together with a copy of the Bylaws pertaining to the subject. (10-4-99)

A person whose resignation was received within the specified time limit, or whose membership was terminated through the non-payment of dues, may be reinstated as a member of the SOCIETY by the Admissions Committee when that person requests reinstatement and has paid the current dues. (6/13/99)

##### Sec. 5.

###### a. Proceedings

(1) Charges. Charges of conduct injurious to the SOCIETY (Constitution, Article IV, Sec. 3) shall be entertained against one or more members of the SOCIETY only when the specific charges and reasonable substantiating evidence are submitted in writing to the President of the SOCIETY by at least five members of the SOCIETY. (6/11/83)

(2) Statement of the Charges. Upon receipt of such charges, the President shall determine that the members bringing charges are aware of the gravity of their action and the procedures to be followed. The charges may be withdrawn at this time. If the charges are not withdrawn, they shall be referred to a panel of three, comprising the Chair of the Council Committee on Membership Affairs, who shall be the Chair of the Panel, the Chair of the Council Committee on Constitution and Bylaws, and the Vice-Chair of the Council Policy Committee. This Panel, with the advice of the President and the SOCIETY's General Counsel, shall act promptly, either dismissing the charges if considered to be ill-founded or submitting a statement of the charges to the member charged, along with the procedure for handling such charges (including copies of pertinent SOCIETY documents). (6/11/83)

(3) Response to the Charges. Upon receiving the statement of the charges, the member charged shall have three options: (6/11/83)

(a) Within sixty days of receipt of the statement of the charges from the Chair of the Council Committee on Membership Affairs, the member may present to the President a written answer to the charges, along with a request that the proceedings continue to a review by the Council Committee on Membership Affairs. (6/11/83)

(b) The member may resign. (6/11/83)

(c) The member may choose not to answer the charges within sixty days of receipt of the statement, or may answer the charges without requesting that the proceedings continue. In either instance, the process shall go forward. (6/11/83)

(4) Review by the Council Committee on Membership Affairs. The President shall instruct the Council Committee on Membership Affairs to review both the charges and any answer to the charges at a regularly scheduled meeting of the Committee, no more than nine months after the instructions are received from the President. By a majority vote of its membership, the Committee shall order the process to go forward and offer the member charged the opportunity to be heard before a Commission of Nine Councilors to be appointed by the President. Lacking such a majority vote, the charges shall be dismissed. Within thirty days after the meeting of the Committee, the Chair of the Committee shall notify the President and the member charged of the Committee's action. (6/11/83)

(5) Response to the Offered Opportunity to be Heard. Upon notification by the Chair of the Council Committee on Membership Affairs of the opportunity to be heard before a Commission of Nine Councilors, the member charged shall have three options: (6/11/83)

(a) The member may request a hearing before a Commission of Nine Councilors. Such request must be made to the President within sixty days after receipt of the notification. (6/11/83)

(b) The member may resign. (6/11/83)

(c) The member may choose not to answer the notification. In this instance, the member shall be dropped from membership, effective the first day after the sixty-day period has elapsed. (6/11/83)

(6) Selection of the Commission of Nine Councilors. The Commission of Nine Councilors shall be chosen according to the following procedure: Within thirty days after the President receives the request for a hearing from the member charged, the President shall submit the names of fifteen Councilors, not previously involved in the proceedings, to the member charged, who shall have the right to excuse as many as three persons from the list of fifteen. Action to excuse must be made within thirty days following the receipt of the list from the President. The President shall promptly appoint nine unchallenged Councilors from the list of fifteen to serve as the Commission of Nine Councilors. The Commission shall elect a Chair, Vice-Chair, and a Secretary from among its members. (6/11/83)

(7) Hearing by the Commission of Nine Councilors. Within thirty days after the date of appointment, the President shall set the date and location for the hearing by the Commission of Nine Councilors. A quorum for the hearing shall be seven members. The hearing shall be held within 120 days after the date of appointment. Immediately following the hearing, the Commission may have the member dropped from membership by a two-thirds vote of those Commission members present at the hearing, subject to the provisions of this Bylaw. Otherwise the charges shall be dismissed. The Chair of the Commission of Nine Councilors shall notify the member charged, the President, and the Chair of the Council Committee on Membership Affairs of the Commission's decision within thirty days. If a quorum is not present, the President shall reschedule the hearing for the earliest practical date. (9/21/90)

(8) Appeal to the President. The decision of the Commission of Nine Councilors shall be final unless the member charged addresses an appeal to the President of the SOCIETY, requesting a hearing before the Council. The request must be received by the President within sixty days after the notification of the decision

of the Commission of Nine Councilors is received by the member charged. The date of the hearing before the Council shall be set by the President, and shall be no more than nine months after the last day of the sixty-day period. If no appeal is received, the member charged shall be dropped from membership, effective the first day after the sixty-day period has elapsed. (6/11/83)

(9) Hearing before the Council. The hearing before the Council shall be open only to voting Councilors, necessary SOCIETY staff, and others as specified in (c) below. The proceedings shall be comprised of four parts in the following order:

(a) The President, or the President's designate, shall introduce the subject and provide necessary information on Bylaw procedures and responsibilities of the Council. (6/11/83)

(b) The Chair of the Commission of Nine Councilors, or the Chair's designate, shall present background information on the case, and explain the decision of the Commission. This presentation shall not exceed one hour. (6/11/83)

(c) The appeal of the charged member before the Council shall be made by the member, and/or a designate of the member. This appeal shall not exceed one hour. (6/11/83)

(d) A vote shall be taken in executive session. The member charged shall be dropped from membership by a two-thirds vote of the voting Councilors present; termination of membership shall be immediate. Otherwise the charges shall be dismissed. In either instance, the Commission of Nine Councilors then shall be dissolved by the President. If a quorum is not present, the hearing shall be rescheduled by the President for the earliest practical date. (6/11/83)

#### b. Readmission

Persons whose membership in the SOCIETY shall have been terminated by any SOCIETY action herein described, or by resignation after the initial statement of charges is received by the member charged, shall not be readmitted upon subsequent application unless such application is approved by a two-thirds vote of the Council Committee on Membership Affairs. (6/11/83)

#### c. Advisors

It is the intent of this Bylaw that the member charged be present at the hearings before the Commission of Nine Councilors and before the Council. The member may be excused from attending either hearing by the President of the SOCIETY for reasons of extreme exigency or circumstances beyond the control of the member. In either the hearing before the Commission of Nine Councilors or the Council, the member charged may be assisted by one advisor who may act on behalf of the member. The advisor may be an attorney if written notice of the name and office address of the attorney is given to the President at least ten working days before the date of the hearing. An attorney for the SOCIETY may be selected by the SOCIETY's General Counsel to be present at the hearing(s). (6/11/83)

#### d. Confidentiality

Until resolution of the case, which shall be announced by the President, all allegations, evidence, correspondence, findings, and recommendations pertaining to the case shall be deemed confidential, with all proceedings and hearings closed to the public. (6/11/83)

## BYLAW II

(Constitution, Article V)

**Affiliates and Associates**

**Section 1.**

a. No person who is not a member of the AMERICAN CHEMICAL SOCIETY shall become a member of any Local Section; but Local Sections may provide in their bylaws to have Local Section Affiliates, not members of the SOCIETY, who shall be entitled to all the privileges of membership in the Local Section, as provided in the Local Section bylaws, save that of voting for or holding an elective position of the Local Section, voting on articles of incorporation and bylaws for the Local Section, or serving as a member of its Executive Committee or equivalent policy-making body. (1/1/70)

b. A Local Section Affiliate shall retain affiliate status only so long as payment is made of Local Section dues of not less than two dollars (\$2.00) per annum. (6/30/09)

c. A Local Section Affiliate shall not be entitled to any privileges of the SOCIETY other than those herein specified. (1/1/63)

**Sec. 2.**

a. No person who is not a member of the AMERICAN CHEMICAL SOCIETY shall become a member of any Division; but Divisions may provide in their bylaws to have Division Affiliates, not members of the SOCIETY, who shall be entitled to all the privileges of membership in the Division, as provided in the Division bylaws, except that of holding an elective position of the Division, or voting on articles of incorporation and bylaws for the Division, or serving as a member of its Executive Committee or equivalent policymaking body, or voting for Councilor(s) or Alternate Councilor(s) from the Division. In their bylaws, Divisions may either provide or withhold the privilege of voting by Division Affiliates for an elective position (other than Councilor or Alternate Councilor) of the Division. (6/14/81)

b. A Division Affiliate shall retain affiliate status only so long as payment is made of Division dues of not less than two dollars (\$2.00) per annum. (6/30/09)

c. A Division Affiliate shall not be entitled to any privileges of the SOCIETY other than those herein specified. (1/1/63)

**Sec. 3.**

a. A person who is not eligible to be a member of the SOCIETY may become a Society Affiliate of the SOCIETY, hereinafter referred to as a "Society Affiliate," subject to the following conditions and limitations: (6/30/09)

(1) Such affiliation may be accorded by the Admissions Committee of the SOCIETY after application and recommendation by signature of two members of the SOCIETY in good standing. (1/1/76)

(2) A Society Affiliate shall retain affiliate status only so long as payment is made of Society Affiliate dues, which shall be equal to the full membership dues. A Society Affiliate shall not be eligible for any of the special dues categories specified elsewhere in these Bylaws. (3/24/09)

b. Society Affiliates shall have the following privileges: (11/2/02)

(1) Society Affiliates shall receive the official organ of the SOCIETY and may subscribe to SOCIETY publications at the same rates as members. (11/2/02)

(2) Society Affiliates shall be allowed to register and attend meetings (including regional meetings) of the SOCIETY at the same rates as members, and they shall be allowed to use all educational services of the SOCIETY at the same rates as members. (11/2/02)

(3) Society Affiliates shall be assigned to an appropriate Local Section in the same manner as members as provided in the Constitution and elsewhere in these Bylaws. Society Affiliates may be assessed Local Section dues in the amount specified for Society Affiliates by the bylaws of that Section. In Local Sections, Society Affiliates may be appointed as Committee Chairs, if allowed by the Local Section bylaws, but may not vote for or hold an elective position of the Local Section, vote on articles of incorporation and bylaws of the Local Section, or serve as a voting member of its Executive Committee or equivalent policy-making body. (4/1/09)

(4) Society Affiliates may become Society Affiliates of any Division unless specifically prohibited by the bylaws of the Division and shall be subject to such dues as are specified by the bylaws of that Division for Society Affiliates. In Divisions, Society Affiliates may be appointed as Committee Chairs, if allowed by the bylaws of the Division, but may not vote for or hold an elective position of the Division, vote on articles of incorporation and bylaws of the Division, or serve as a voting member of its Executive Committee or equivalent policy-making body. (11/2/02)

c. Society Affiliates shall have no vote in the national affairs of the SOCIETY and shall not be eligible for any elective office in the SOCIETY. Society Affiliates shall be entitled to those privileges of the SOCIETY which are herein specified. (11/2/02)

**Sec. 4.**

a. Any reputable firm, association, corporation, or institution, or one or more subdivisions thereof desiring to support programs of the SOCIETY that serve the interests of chemical scientists, particularly those in industry, may apply for enrollment as a Corporation Associate of the SOCIETY as provided in this Bylaw. Multiple enrollments are permissible. A Corporation Associate shall be entitled to no membership privileges. (6/6/92)

b. Application for such status shall be made on a special form and be accompanied by a check in payment of dues for the first year. A Committee on Corporation Associates of the Board of Directors shall consider all applications for Corporation Associates and take such action as it deems appropriate. (6/18/51)

c. The dues of Corporation Associates shall be graduated and based on the number of chemical scientists employed the preceding year by the unit enrolled in accordance with a schedule set in advance by the Board of Directors. (1/1/82)

d. The dues so paid shall be available at the discretion of the Board of Directors, with the advice and recommendation of the Committee on Corporation Associates, primarily to develop, support, and expand SOCIETY programs to serve the interests of industrial chemical scientists and to improve the image of chemistry. (10/6/98)

e. The obligation for dues for a Corporation Associate shall continue from year to year. The status of any Corporation Associate in arrears for dues after March 31 shall be communicated to the Board of Directors for its action. If, by action of the Board of Directors, a Corporation Associate is dropped for nonpayment of dues, it shall be reinstated only by vote of the Board of Directors upon recommendation by its Committee on Corporation Associates. (10/6/98)

**Sec. 5.**

A Society Affiliate, Local Section Affiliate, Division Affiliate, or Corporation Associate may be dropped for good and sufficient reasons. (6/30/09)

**BYLAW III***(Constitution, Article VII)***Council****Section 1.***Composition of the Council*

## a. Councilors Elected by Local Sections

(1) Each Local Section shall have at least one Councilor. (1/1/64)

(2) The total number of Councilors representing the larger Local Sections shall be not fewer than 280 or more than 320. A larger Local Section is defined as one in which the number of members is equal to or greater than one-half the constant defined elsewhere in this Bylaw. (1/1/64)

(3) The number of Councilors authorized for each of the larger Local Sections for a four-year period beginning in a year divisible by four shall be determined by dividing the number of members of the Local Section (official count of December 31 of the second preceding year) by a constant (divisor). The number of Councilors so determined shall be equal to the whole number of the quotient plus one for any fraction in the quotient equal to or greater than 0.550; for a Local Section to lose a Councilor position once it has been authorized, the fraction must become equal to or less than 0.450. The divisor shall be established by the Council Policy Committee prior to May 1 of the first preceding year, and its value shall be such that the total number of Councilors from the larger Sections shall be within the limits set elsewhere in this Bylaw. (12/7/86)

(4) The Secretary of each Local Section shall certify to the Executive Director of the SOCIETY not later than December 1 of each year, much earlier if possible, the names, addresses, and terms of the elected Councilors from said Local Section for the ensuing year and shall name the individual or individuals to be disqualified if the Section's representation is reduced as a result of the official determination of representation provided elsewhere in this Bylaw. (11/23/71)

## b. Councilors Elected by Divisions

(1) The number of Councilors authorized for each Division for a four-year period beginning in a year divisible by four shall be determined from the number of paid members of the Division (official count of December 31 of the second preceding year). Prior to May 1 of the first preceding year, the Council Policy Committee shall select a cut-off figure,  $n$ , such that Divisions with up to  $n$  members shall have one Councilor, those with  $(n+1)$  to  $2n$  members shall have two Councilors, those with  $(2n+1)$  to  $3n$  shall have three Councilors, and those with greater than  $3n$  shall have four Councilors. (12/11/88)

(2) The Secretary of each Division shall certify to the Executive Director of the SOCIETY not later than December 1 of each year, much earlier if possible, the names, addresses, and terms of the elected Councilors from said Division for the ensuing year and shall name the individual or individuals to be disqualified if the Division's representation is reduced as a result of the official determination of representation provided elsewhere in this Bylaw. (11/12/79)

## c. Elected Councilors

A Councilor disqualified during a term by reduction in a Local Section's or Division's representation as a result of the official determination of representation provided elsewhere in this Bylaw shall remain a voting Councilor until the expiration of that existing term. (9/14/79)

d. *Ex Officio* Councilors

The President, the President-Elect, the Directors, the Past Presidents, the Executive Director, and the Secretary shall serve as *Ex Officio* Councilors, if MEMBERS of the SOCIETY. (1/1/77)

## e. Alternate Councilors

(1) The number of Alternate Councilors elected by each Local Section and by each Division shall equal the number of Councilors to which each is entitled.

(2) The Secretary of each Local Section and of each Division shall certify to the Executive Director of the SOCIETY not later than December 1 of each year, the names, addresses, and terms of the elected Alternate Councilors from said Local Section and from said Division for the ensuing year. (11/23/71)

(3) All communications sent to Councilors also shall be sent to Alternate Councilors, but the latter shall not receive ballots. (10/19/04)

(4) In the event a Councilor is unable to attend a Council meeting, the Local Section or Division shall select, in a manner to be determined by the Local Section or Division, an individual from the list of Alternate Councilors furnished by the Local Section or Division in accordance with Section 1, e, (2) of this Bylaw, to serve as Councilor only at said Council meeting or recessed sessions thereof, with power to act on behalf of said Councilor. To gain admission to the Council meeting, said Alternate Councilor shall present a certificate signed by the Secretary of the Local Section or Division certifying that said Alternate Councilor is to substitute for said absent Councilor. (6/8/91)

(5) There shall be no alternates for *Ex Officio* Councilors, provided, however, that each *Ex Officio* Councilor, if absent, may send a representative to report to the Council and to report the meeting to the *Ex Officio* Councilor. (6/8/91)

## f. Temporary Substitute Councilors

If every Councilor and Alternate Councilor of a given Local Section or Division will be absent from a Council meeting, and thus leave the Local Section or Division without representation at such meeting, the Local Section or Division may designate one of its MEMBERS as a fully accredited Temporary Substitute Councilor, with power to vote, to represent the Local Section or Division at that one Council meeting. In such case, the Executive Director must be notified at least fifteen days in advance of the Council meeting in order to assure certification of eligibility by the Committee on Nominations and Elections. (11/23/71)

## g. Voting

A Councilor shall be entitled to only one vote, regardless of the number of categories under which that MEMBER may qualify as Councilor. (6/8/91)

## h. Nonvoting Councilors

(1) The Council Policy Committee and the Executive Committee of the Board of Directors shall jointly designate the nonvoting Councilors and shall establish the term for any not in an *ex officio* capacity. These shall thereafter be specified by title in a Regulation.

(2) All communications sent to voting Councilors also shall be sent to nonvoting Councilors, but the latter shall not receive ballots. (10/19/04)

(3) There shall be no alternates for nonvoting Councilors, provided, however, that each nonvoting Councilor, if absent, may send a representative to report to the Council and to report the meeting to the nonvoting Councilor. (6/8/91)

**Sec. 2.**

*Officers of the Council*

a. In the event the President is unable to serve as the presiding officer of the Council, the President-Elect shall preside; in the event that neither can serve, the Executive Director shall act as President *pro tem* and immediately proceed with the election of a presiding officer by the Council. (6/8/91)

b. In the event the Secretary of the SOCIETY cannot serve at a Council meeting, the presiding officer shall appoint a Secretary *pro tem*. (1/1/77)

**Sec. 3.**

*Committees of the Council*

a. *Council Policy Committee*

(1) The duties of the Council Policy Committee shall include:

(a) planning the general agenda for each Council meeting;

(b) planning the detailed agenda required to facilitate effective action by the Council;

(c) acting *ad interim* for the Council as authorized by the Council or the Bylaws;

(d) serving as an executive committee of the Council;

(e) nominating voting Councilors for membership on the Committee on Nominations and Elections as provided in Sec. 3, b, (3) of this Bylaw; (7/2/57)

(f) conducting long-range planning studies concerning the future of the SOCIETY; (1/1/72)

(g) investigating allegations of improper election procedures in District or national elections and determining if violations have occurred; setting aside the results of such an election when it finds sufficient cause; submitting charges of conduct as defined in Constitution, Article IV, Sec. 3, when it has reason to believe that significant election procedure violations have occurred. (1/1/01)

(2) The Council Policy Committee shall be composed of the President, the President-Elect, the immediate Past President, the Executive Director, and twelve elected members. (11/23/71)

(3) Election of Councilors to the Committee shall be arranged so as to provide rotation. Each year the Committee on Nominations and Elections shall propose not fewer than eight voting Councilors for membership on the Council Policy Committee, four of whom shall be elected by the Council not later than October 1 for a term of three years beginning with the first day of January following, provided, however, that nominations for membership on the Council Policy Committee also may be made on petition of twenty-five Councilors. (7/2/57)

(4) No elected Councilor shall serve more than two successive terms of three years each on the Council Policy Committee.

(5) Each year the Council Policy Committee shall elect one of its members to serve as Vice-Chair.

(6) The Chair of the Committee on Nominations and Elections, the Chair of the Committee on Committees, the Chair of each Standing Committee of the Council, and the Chair of each Society Committee shall have all the privileges of membership on the Council Policy Committee except that of voting. (9/15/78)

(7) If a member or member-elect of the Council Policy Committee fails at any time to qualify as a voting Councilor, that member shall thereafter remain a member of the Council Policy Committee and a voting Councilor for one additional year or to

the end of the member's term on the Council Policy Committee, whichever is shorter. (6/8/91)

(8) Any vacancy on the Council Policy Committee shall be filled by interim appointment by the President from a list supplied by the Committee on Nominations and Elections of at least two candidates for each vacancy. If the vacancy occurs in the first or second year of a three-year term, the appointee shall serve until the time of the next regular election, at which time the unexpired term shall be filled by election by Council from a list of candidates provided as specified in the Bylaws. If the vacancy occurs in the third year of a three-year term, the appointee shall serve through December 31 of that year. (8/28/96)

b. *Committee on Nominations and Elections*

(1) The duties of the Committee on Nominations and Elections shall include:

(a) receiving from members suggestions of persons who should be considered when selecting proposed nominees for SOCIETY offices; receiving proposals for nomination by Councilor petition as provided elsewhere in these Bylaws; and receiving nominating petitions as provided in elsewhere in these Bylaws; (4/1/09)

(b) preparing a panel of nominees for District Directors and President-Elect, and of candidates for Director-at-Large, together with a summary of the qualifications of those named; (1/1/01)

(c) supervising all SOCIETY elections, except for the power expressly reserved to the Council Policy Committee to set aside the results of a disputed national or District election and to require a new election; (1/1/01)

(d) receiving and reviewing credentials of Councilors and determining eligibility for admittance to Council meetings;

(e) conducting elections in the Council; (1/1/63)

(f) serving as an election appeals board for all Local Section or Division elections: establishing regulations for conduct of election appeals, investigating allegations of improper election procedures, and determining if violations have occurred; ordering new elections if necessary to insure validity; submitting charges of conduct as defined in Constitution, Article IV, Sec. 3, when it has reason to believe that significant election procedure violations have occurred. (11/12/87)

(2) The Committee on Nominations and Elections shall be composed of fifteen voting Councilors. (1/1/71)

(3) Election of Councilors to the Committee on Nominations and Elections shall be arranged so as to provide rotation. Each year the Council Policy Committee shall propose the names of not fewer than twice as many voting Councilors for membership on the Committee on Nominations and Elections as there are members whose terms are expiring. Not later than October 1 the Council shall elect from the list of nominees a number of members corresponding to the number of vacancies on the Committee on Nominations and Elections for a term of three years beginning with the first day of January following, provided, however, that nominations for membership on the Committee on Nominations and Elections also may be made on petition of twenty-five Councilors. (1/1/71)

(4) No Councilor shall serve more than two successive terms of three years each on the Committee on Nominations and Elections.

(5) Each year the Committee on Nominations and Elections shall elect a Chair and a Secretary from its membership.

(6) Each member of the Committee on Nominations and Elections must be a qualified voting Councilor when elected. If a

member or member-elect of the Committee on Nominations and Elections fails at any time to qualify as a voting Councilor, that member shall thereafter remain a member of the Committee and a voting Councilor for one additional year or to the end of that member's term on the Committee, whichever is shorter. (6/8/91)

(7) Any vacancy on the Committee on Nominations and Elections shall be filled by the Council.

c. *Committee on Committees*

(1) The duties of the Committee on Committees shall include:

(a) acting for the Council in the selection of Council-related SOCIETY bodies by assisting and advising in the appointment of the chairs and members of such SOCIETY bodies; (6/10/78)

(b) studying and making recommendations to the Council concerning the responsibilities and size of all Council-related SOCIETY bodies, including proposals to disband, create, or merge them; (6/10/78)

(c) coordinating the agenda and meeting times of the Standing Committees of the Council and Society Committees and assuring adequate exchanges of views on issues of general concern; (1/1/78)

(d) making recommendations on the assignment of substantive responsibility to committees for review of petitions to amend the Constitution and Bylaws; (11/19/74)

(e) appointing members to fill vacancies that have existed longer than sixty (60) days on Council-related SOCIETY bodies whose members or chairs are normally appointed by the President; (9/15/78)

(f) participating as members of a group which acts to fill vacancies that have existed longer than sixty (60) days on Council-related SOCIETY bodies whose members or chairs are normally appointed jointly by the President and the Chair of the Board; all members of the Executive Committee of the Board of Directors who are not appointing authorities comprise the other members of said group. (9/15/78)

(2) The Committee on Committees shall be composed of the President-Elect and fifteen elected members who must qualify as voting Councilors.

(3) Election of Councilors to the Committee on Committees shall be arranged so as to provide rotation. Each year the Committee on Nominations and Elections shall propose the names of not fewer than twice as many voting Councilors for membership on the Committee on Committees as there are members whose terms are expiring. Not later than October 1 the Council shall elect from a list of nominees a number of members corresponding to the number of vacancies on the Committee on Committees for a term of three years beginning with the first day of January following, provided, however, that nominations for membership on the Committee on Committees also may be made on petition of twenty-five Councilors.

(4) No elected Councilor shall serve more than two successive terms of three years each on the Committee on Committees.

(5) Each year the Committee on Committees shall elect a Chair and a Secretary from its membership. (9/14/79)

(6) If a member or member-elect of the Committee on Committees fails at any time to qualify as a voting Councilor, that member shall thereafter remain a member of the Committee and a voting Councilor for one additional year or to the end of that member's term on the Committee, whichever is shorter. (6/8/91)

(7) Any vacancy on the Committee on Committees shall be filled by the Council. (5/7/76)

d. *Standing Committees of the Council*

(1) The names and duties of the Standing Committees of the Council shall *inter alia* include:

(a) *Committee on Membership Affairs*

(i) conducting reviews and making recommendations to Council concerning standards and requirements for membership and affiliate status, including recruitment and retention of members and concerning special dues categories referred to elsewhere in these Bylaws; (10/7/97)

(ii) reviewing and recommending to the appropriate SOCIETY bodies plans and programs for securing additions to membership, including recruitment and retention of members and improvement of member-related services; (10/7/97)

(iii) reviewing the status of and trends in member and affiliate data and recommending to the appropriate SOCIETY bodies actions in furtherance of the Committee's duties and the objects of the SOCIETY; (10/7/97)

(iv) acting as an advisory board to the Admissions Committee and serving as an appeals board for any member or candidate dissatisfied with an action of the Admissions Committee; (10/7/97)

(v) considering charges of injurious conduct against a member according to procedures prescribed elsewhere in these Bylaws; (10/7/97)

(vi) reviewing and recommending to the appropriate SOCIETY bodies means for informing members and potential members about SOCIETY matters, including advantages of membership; (10/7/97)

(b) *Committee on Meetings and Expositions*

(i) studying and making recommendations to the Council concerning policies and problems of meetings and expositions organized and operated by the SOCIETY, its Divisions, and groups of Local Sections;

(ii) studying and making recommendations to the Council on dates and locations of meetings and expositions sponsored by the SOCIETY;

(iii) cooperating with the Committee on Divisional Activities in areas of mutual interest. (1/1/71)

(c) *Committee on Divisional Activities*

(i) studying and making recommendations to the Council concerning SOCIETY policy affecting interests of Divisions;

(ii) assisting Divisions in coordinating their efforts with SOCIETY and Local Section activities;

(iii) performing the duties incident to the creation of new Divisions as prescribed elsewhere in these Bylaws and making recommendations to the Council for combination or dissolution of Divisions; (6/13/99)

(iv) promoting both formal and informal cooperation and communication of Divisions with Local Sections and other Divisions; (6/6/03)

(v) cooperating with the Committee on Meetings and Expositions, SOCIETY bodies related to publications, and other committees in areas of mutual interest; (6/30/97)

Bylaws (B)

(vi) determining the formula for distribution of dues funds allocated to Divisions as provided elsewhere in these Bylaws and conveying that formula for approval by Council; (6/6/03)

(vii) acting for the Council, in collaboration with the Committee on Constitution and Bylaws, in approving the affiliation of Divisions with other technical organizations. (6/1/73)

(d) *Committee on Local Section Activities*

(i) studying and making recommendations to the Council concerning SOCIETY policy affecting the interests of Local Sections; (6/6/03)

(ii) assisting Local Sections in coordinating their efforts with SOCIETY and Division activities; (6/6/03)

(iii) promoting both formal and informal cooperation and communication of Local Sections with Divisions and other Local Sections; (6/6/03)

(iv) exploring possibilities of assisting Local Sections in enriching their program of activities;

(v) receiving reports on and rating the effectiveness of Local Section activities;

(vi) receiving, considering, and making recommendations to the Council concerning petitions for chartering new Local Sections and for changes in territory or name;

(vii) making recommendations to the Council concerning combining or dissolving Local Sections; (6/14/98)

(viii) studying the needs for financial support of local activities in relation to the SOCIETY's program and making recommendations to the Council concerning proper allotments for this purpose; (5/27/60)

(ix) determining the formula for distribution of dues funds allocated to Local Sections as provided elsewhere in these Bylaws and conveying that formula for approval by Council; (6/6/03)

(x) acting for the Council in resolving any member's appeal from adverse action on a request for assignment to a Local Section in accordance with the provisions of these Bylaws. (4/9/75)

(xi) acting for the Council, in collaboration with the Committee on Constitution and Bylaws, in approving the affiliation of Local Sections with other technical organizations. (11/7/07)

(e) *Committee on Economic and Professional Affairs*

(i) fostering ongoing improvement in the economic and professional status of chemical scientists; (1/1/94)

(ii) receiving, addressing, and communicating to the Council concerns of the members in the area of professional affairs; (1/1/94)

(iii) acting for the Council, in cooperation with other appropriate governing entities, in monitoring and coordinating the professional affairs programs of the SOCIETY, including career assistance and development programs; (1/1/94)

(iv) monitoring the state of the economic and professional affairs of chemical scientists and formulating recommendations to the Council on policy in this area; (1/1/94)

(v) identifying, studying, and reporting to the SOCIETY long- and short-range economic and professional needs of chemical scientists; (1/1/94)

(vi) conducting and reporting periodic fact-finding studies on supply and demand, compensation, and other matters that affect the economic status of the chemical profession; (1/1/94)

(vii) reviewing, updating and, after approval by the Board of Directors and the Council, issuing professional and employment guidelines for chemical scientists to members and employers; (1/1/94)

(viii) monitoring employer/employee relationships and issuing to the SOCIETY periodic reports on such matters as personnel policies, fringe benefits, working conditions, terminations, job security, and compliance with SOCIETY guidelines; (1/1/94)

(ix) proposing ethical standards of conduct for chemical scientists for consideration by the Council. (1/1/94)

(f) *Committee on Constitution and Bylaws*

(i) performing the duties assigned in the Constitution and Bylaws of the SOCIETY;

(ii) reviewing provisions of the Constitution and Bylaws and initiating such action as may seem appropriate;

(iii) interpreting and initiating such action as may seem appropriate to eliminate conflicts in the Constitution and/or Bylaws;

(iv) reviewing and making recommendations to the Council concerning desirable changes in the charter bylaws for new Local Sections and International Chemical Sciences Chapters, and in the bylaws for Divisions in probationary status; (11/18/91)

(v) reviewing and making recommendations to the Council concerning the bylaws prepared by a Division in probationary status, submitted in accordance with the requirements of these Bylaws for the attainment of full divisional status;

(vi) acting for the Council in approving revisions and amendments of Local Section, International Chemical Sciences Chapters, and Division bylaws, submitted in accordance with the requirements of these Bylaws; (11/18/91)

(vii) determining that proposed Local Section and Division articles of incorporation or proposed amendments of articles of incorporation submitted in accordance with the requirements of these Bylaws are not inconsistent with the Charter, Constitution, or Bylaws of the SOCIETY, acting for the Council in conferring final approval upon Local Section and Division articles of incorporation or amendments thereof, and performing the same duties with respect to articles of incorporation or their equivalent for an International Chemical Sciences Chapter; (11/18/91)

(viii) acting for the Council in determining that the requirements for affiliation of a Local Section with a local technical organization or a Division with other technical organizations, as set forth elsewhere in these Bylaws, are fully met. (6/1/73)

(2) Each Standing Committee of the Council shall be responsible to the Council, shall report to the Council Policy Committee and the Council at each meeting of such bodies, and shall submit a comprehensive summary or full report of its activities to be made a part of the printed record. (1/1/78)

(3) The Chair of each Standing Committee shall be appointed by the President, with the advice of the Committee on Committees, for one calendar year, each individual being limited to three successive one-year terms as Chair of the same Committee. (11/19/74)

(4) Each Standing Committee annually shall elect one of its members to serve as Secretary.

(5) A member of a Standing Committee shall serve two calendar years, and shall be permitted only three successive two-year terms on the same committee. (1/1/70)

(6) The President, with the advice of the Committee on Committees, shall appoint voting Councilors to the various Standing Committees and fill vacancies in such a manner as to produce rotation. (11/19/74)

(7) Each Standing Committee shall consist of not fewer than twelve and not more than twenty members, except on special authorization of the Council. (6/8/01)

(8) The Chair and other members of each Standing Committee must be qualified voting Councilors when appointed. If any member of a Standing Committee becomes disqualified, that member shall be dropped and a vacancy declared, except that the President may postpone until the end of the calendar year dropping from the Committee a Councilor so disqualified and the simultaneous declaration of a vacancy if such postponement will significantly benefit the operations of the Committee. (6/8/91)

e. Society Committees

(1) The names and duties of Society Committees shall *inter alia* include:

(a) *Committee on Budget and Finance*

(i) acting for the Board of Directors in implementing financial policies and other broad financial actions within established budgets, and in undertaking specific action delegated to the Committee as delineated in the Regulations of the Board of Directors; (1/1/78)

(ii) assisting the Treasurer of the SOCIETY in the review and preparation of budgets; (1/1/78)

(iii) studying and making recommendations to the Board of Directors on the allocation of funds to the various areas of activity of the SOCIETY; (1/1/78)

(iv) receiving and reviewing requests for funding of new and unbudgeted items, recommending approval or disapproval of the requests, and suggesting and identifying sources of funds if the request is to be approved; (1/1/78)

(v) monitoring the rate of all expenditures in order to identify any emerging problems; (1/1/78)

(vi) studying all activities supported by the budget and recommending to the Board of Directors and Council, as appropriate, an order of priorities, including termination of programs, based upon determination of costs and effectiveness. (1/1/78)

(vii) reporting to Council the amount of the allocation from dues revenue to the official organ of the SOCIETY. (9/24/93)

(b) *Committee on Education*

(i) implementing SOCIETY policies in chemical education; (9/23/83)

(ii) developing reports and recommendations to the Board and Council on SOCIETY policies related to chemical

education and SOCIETY programs for the improvement of chemical education; (9/23/83)

(iii) receiving, reviewing, and making recommendations to the Board and Council on proposals for policies and programs in chemical education; (9/23/83)

(iv) acting in an advisory capacity on matters relating to chemical education; (9/23/83)

(v) recommending approval or disapproval of requests for the funding of new or unbudgeted items related to chemical education. (9/23/83)

(vi) establishing all regulations for Student Chapters, such as criteria and procedures for formation, membership criteria, program activity standards, criteria for dissolution and reinstatement, and all other rights and privileges, with the approval of the Committee on Constitution and Bylaws; (6/30/09)

(vii) acting for the Council in chartering and dechartering Student Chapters. (6/30/09)

(2) Each Society Committee shall be responsible to the Board of Directors on all matters relating to fiscal affairs, and to both the Board and the Council on all other matters. Each Society Committee shall report to the Council Policy Committee, to the Council, and to the Board of Directors at each meeting of such bodies. In addition, each Society Committee shall report upon request to the Executive Committee of the Board of Directors when the Executive Committee wishes to act for the Board between Board meetings. A written report of each Society Committee's activities shall be made a part of the printed record. (1/1/78)

(3) The Chair of each Society Committee shall be a voting Councilor and shall be appointed jointly by the President and the Chair of the Board, with the advice of the Committee on Committees, for one calendar year, each individual being limited to three successive one-year terms as Chair of the same Committee. However, a Chair shall continue to serve until a successor has been appointed. (1/1/78)

(4) Each Society Committee annually shall elect one of its members who is a voting Councilor to serve as Vice-Chair. (1/1/82)

(5) A member of a Society Committee shall serve a term of three calendar years, and shall be permitted only three successive three-year terms on the same Society Committee. A member of a Society Committee may also be a member of another committee with related responsibilities. (1/1/78)

(6) Appointment to Society Committees shall be arranged so as to provide rotation. With the advice of the Committee on Committees, each year one member shall be appointed by the President, one member shall be appointed by the Chair of the Board of Directors, and any other vacancies shall be filled by joint appointments. (1/1/78)

(7) Each Society Committee shall consist of not fewer than twelve and not more than twenty members. (11/2/02)

(8) Appointees shall be selected such that at the time of appointment the Chair and at least two-thirds of each Society Committee are qualified voting Councilors. (1/1/78)

f. Meetings of Society Committees and Standing Committees of the Council

Each Society Committee and each Standing Committee shall encourage the expression of member opinion on SOCIETY matters within its field of duties, and whenever possible shall allow reasonable time for members to make their views known

## Bylaws (B)

before appropriate action is taken. To accomplish this, each such Committee shall hold at least one open and one executive meeting during each national meeting of the SOCIETY at which the Council meets, and well before the date of these meetings shall publicize the major topics to be discussed and the time and place of the open meeting. Except for routine matters or those requiring immediate action, no Committee recommendation shall be presented for Council action until the topic has been discussed in an open meeting at a previous national meeting of the SOCIETY at which the Council met. At other national meetings of the SOCIETY, those members of each Committee who may be in attendance are urged to be available for informal discussions at a time and place publicized in advance. (1/1/78)

### g. Other Joint Board-Council Committees

(1) Other Joint Board-Council Committees, responsible to both bodies, may be established by joint resolution of the Council and the Board of Directors. These committees may serve any purposes that the establishing bodies determine to be appropriate; the responsibilities and lifetime of each shall be stipulated in the founding resolution. The Committee on Committees shall review each of these committees not less often than every five years and shall advise the Council and the Board of Directors whether it should be continued. (12/5/82)

(2) Each Other Joint Board-Council Committee shall be responsible to the Board of Directors on all matters relating to fiscal and legal affairs and property rights, and to both the Board and the Council on all other matters. Each Other Joint Board-Council Committee shall report to the Council Policy Committee, to the Council, and to the Board of Directors at least once a year. In addition, each Other Joint Board-Council Committee shall report upon request to the Executive Committee of the Board of Directors when the Executive Committee wishes to act for the Board between Board meetings. A written report of each Other Joint Board-Council Committee's activities shall be made a part of the official record. (3/1/79)

(3) The Chair of each Other Joint Board-Council Committee shall be appointed jointly by the President and the Chair of the Board, with the advice of the Committee on Committees, for one calendar year, each individual being limited to three successive one-year terms as Chair of a given Committee. However, a Chair shall continue to serve until a successor has been appointed. (3/1/79)

(4) Other Joint Board-Council Committees may have any composition of membership and size that the establishing bodies determine would be most effective in accomplishing the desired results. Except when membership is specified owing to simultaneous service on certain Council- or Board-related SOCIETY bodies, appointments to Other Joint Board-Council Committees shall be for three-year terms, arranged so as to provide rotation. The President, with the advice of the Committee on Committees, shall appoint one member and the Chair of the Board of Directors shall appoint one member each year; any other vacancies shall be filled by joint appointments. If in any year a single vacancy occurs, it shall be filled by joint appointment. (3/1/79)

(5) A Committee member shall be permitted only three consecutive three-year terms on a given Other Joint Board-Council Committee. (3/1/79)

### h. Committee on Professional Training

(1) The SOCIETY shall sponsor an activity for the approval of undergraduate professional programs in chemistry. The Committee on Professional Training, constituted as an Other Joint Board-Council Committee under this Bylaw, shall act for the Board and Council in the formulation and implementation of the approval pro-

gram with published criteria and/or guidelines, as well as published evaluation policies and procedures. (9/14/79)

(2) The goals of the approval program shall be *inter alia*: (9/14/79)

(a) promoting and assisting in the development of high standards of excellence in all aspects of post-secondary chemical education, and undertaking studies important to their maintenance, (9/14/79)

(b) collecting and making available information concerning trends and developments in modern chemical education, (9/14/79)

(c) cooperating with SOCIETY and other professional and educational groups having mutual interests and concerns. (9/14/79)

(3) Institutions may petition for review of adverse evaluation decisions to an established Appeals Board consisting of three members of the SOCIETY, not members of the Committee, appointed jointly by the President and Chair of the Board. (9/14/79)

### i. Other Committees of the Council

(1) Other Committees of the Council, responsible to that body, may be established by the Council or the Council Policy Committee. These Committees may serve any purposes that the Council or the Council Policy Committee determines to be appropriate; the responsibilities and lifetime of each shall be stipulated in the founding resolution. The Committee on Committees shall review each committee not less often than every five years and shall advise the Council whether it should be continued. (11/12/87)

(2) Each Other Committee shall report to the Council Policy Committee and to the Council at least once a year. A written report of each Other Committee's activities shall be made a part of the official record. (11/12/87)

(3) The Chair of each Other Committee shall be appointed by the President, with the advice of the Committee on Committees, for one calendar year, each individual being limited to three successive one-year terms as Chair of a given Committee. However, the President may waive this three-term limit in specific instances. A Chair shall continue to serve until a successor has been appointed. (11/12/87)

(4) Other Committees may have any composition of membership and size that the Council or the Council Policy Committee determines would be most effective in accomplishing the desired results. Appointments to Other Committees shall be for three-year terms, arranged so as to provide rotation. The President, with the advice of the Committee on Committees, shall appoint the members of each Other Committee. (11/12/87)

(5) A Committee member shall be permitted only three consecutive three-year terms on a given Other Committee. However, the President may waive this rule in specific instances. (11/12/87)

### j. Eligibility

Except as otherwise provided in these Bylaws, no Councilor shall be a voting member of more than one committee of the group comprising the Society Committees, the elected Committees of the Council, and the Standing Committees of the Council, provided, however, that the Council may waive this rule in specific instances if reasons convincing to the Council are supplied. (1/1/78)

### k. Size of Council-Related SOCIETY Bodies

The Council shall set the size of the Council-related SOCIETY bodies within limits set elsewhere in these Bylaws, upon advice of the Committee on Committees, and with the concurrence

of the Board on the size of those which are also Board-related. (6/10/78)

#### 1. Vacancies on Council-Related SOCIETY Bodies

Except as provided elsewhere in the Bylaws, vacancies on Council-related SOCIETY bodies shall be construed as occurring when an incumbent's term is completed or when the Committee on Committees learns that the incumbent is unable to complete the current term and when the appointing authorities have been so notified. (9/15/78)

### Sec. 4.

#### Meetings of the Council

##### a. Agenda

(1) The agenda for meetings of the Council shall be under the jurisdiction of the Council Policy Committee.

(2) Copies of the general agenda and appendix material shall be mailed to each Councilor and Alternate Councilor at least three, and preferably six, weeks before each meeting of the Council.

(3) Detailed agenda may be distributed at the opening of or during the meeting of the Council.

(4) Written reports of the officers and the committees included in the agenda of a meeting of the Council shall be part of the official record of that meeting unless the Council decides to the contrary for any given report. (9/15/78)

##### b. Schedule of Meetings

(1) For each meeting of the SOCIETY at which the Council is scheduled to meet, the Council Policy Committee, in collaboration with the Board of Directors, shall prepare a schedule of allotted meeting times for the Board of Directors, the Council, and the Council Policy Committee. (11/19/74)

(2) This schedule shall be mailed to each Councilor and Alternate Councilor at least six weeks before the meeting of the Council.

##### c. Admission

(1) Each Councilor and Alternate Councilor who has been certified in accordance with provisions of this Bylaw shall be admitted to a Council meeting on signing a prescribed form. (6/8/91)

(2) A representative of an *Ex Officio* Councilor or a representative of a nonvoting Councilor, authorized in the Bylaws, shall be admitted to a Council meeting upon presenting authorization from the said Councilor and signing a prescribed form. (7/2/57)

(3) The Committee on Nominations and Elections may admit to a Council meeting, under such rules as the committee may develop, a limited number of noncouncilors whose presence will benefit the meeting or the operation of the SOCIETY. (9/18/56)

##### d. Recorded Vote

Any member of Council may call for a recorded vote on the current action before the Council, other than an election, at any time before the Council has proceeded to the next item of business or recessed. Upon approval by three-tenths of the Councilors voting, a recorded vote shall be taken without an intervening recess, either at the close of the debate or when approved, whichever is later. The recorded vote shall be administered using an identifiable ballot completed and signed by each Councilor. The record of the vote shall appear promptly in the official organ of the SOCIETY. (9/24/93)

### Sec. 5.

#### *Ad Interim* Actions

a. The Council Policy Committee may act *ad interim* for the Council in all matters except amendment of the Constitution and Bylaws. (11/16/87)

b. Elections normally conducted by the Council may be conducted *ad interim* by the Council to fill a vacancy, except a vacancy on the Council Policy Committee, and shall be by a ballot of all voting Councilors from nominees provided in accordance with the Bylaws for the office concerned. (10/19/04)

c. Informal opinions may be secured by a ballot at any time at the request of the Board of Directors or any Standing Committee, without notice. (10/19/04)

d. Distribution of ballots to voting Councilors, other than that specifically ordered in the Bylaws, shall be done only with the approval of the Council Policy Committee. (10/19/04)

## BYLAW IV

(Constitution, Article IX)

### Publications

#### Section 1.

a. The publications authorized in the Constitution, Article IX, shall be (1) those of the Chemical Abstracts Service, including Chemical Abstracts and its collective indexes; (2) the SOCIETY's journals; (3) other SOCIETY publications; and (4) sponsored publications. (9/10/63)

b. For any writing of an author published by the SOCIETY in any of its books, journals, or other publications, the SOCIETY shall own the copyright for the original term and any renewal thereof except (1) in the case of a work prepared by an officer or employee of the United States Government as part of that person's official duties, or (2) in the case of a work prepared solely by employee(s) of a foreign country's government, or entity thereof, which reserves copyright as directed by the laws of that country, or (3) in those instances in which the SOCIETY's Executive Director deems the owning or acquisition of copyright in a given work to be impractical or impossible. The author(s), or employer in the case of a work made for hire, of any writing in which the SOCIETY owns copyright shall have the right to make a nonprofit or noncommercial use of the work provided that the copyright notice used by the SOCIETY is affixed to each copy. The author(s), or employer in the case of a work made for hire, shall have the right to make or authorize any for-profit or commercial use of any such writing only after first obtaining the written consent of the SOCIETY. (10/1/84)

#### Sec. 2.

Charges for Chemical Abstracts Service shall be fixed by the Board of Directors. In addition to regular charges, the Board of Directors is authorized to set a schedule of reduced charges applying to members of the SOCIETY, colleges, and universities upon conditions specified by the Board. These reduced charges shall be available only to those who agree to and adhere to conditions laid down by the Board. All such charges shall be published at least once each year in the official organ of the SOCIETY. (1/1/63)

#### Sec. 3.

Subscription rates for the SOCIETY's periodical publications shall be fixed by the Board of Directors. The Board shall ensure that any changes are reported at the next Council meeting. All rates shall be published at least once each year in the official organ of the SOCIETY. (6/30/97)

**Sec. 4.**

Any member in arrears for subscription charges for two months, thereafter shall not receive the journals of the SOCIETY until all arrears are paid. (1/1/63)

**BYLAW V**

*(Constitution, Article X)*

**Manner of Election**

**Section 1.**

*Preamble*

A candidate is a MEMBER whose name appears on the final ballot that elects a person to office. A nominee is a MEMBER whose name appears on an earlier ballot from which the Councilors select candidates. (9/24/94)

**Sec. 2.**

*President-Elect*

a. On or before January 15, the Committee on Nominations and Elections shall transmit to the Executive Director of the SOCIETY, for presentation to the Council, the names of four MEMBERS of the SOCIETY as nominees for President-Elect. (9/29/94)

b. The Council, at a meeting to be held not later than May 1, shall select as candidates for President-Elect two of the nominees presented under the provisions of these Bylaws. (9/29/94)

c. Members of the SOCIETY may nominate additional candidates for President-Elect by providing to the Executive Director by July 15, nominating petitions endorsed by at least one-half percent (0.5%) of the SOCIETY membership entitled to vote in the SOCIETY's most recent fall election, with neither more than one-sixth (1/6) of that from members of a single Local Section nor more than two-thirds (2/3) from any one District of the SOCIETY. Each member may nominate no more than one candidate for President-Elect in a given election. The names of any candidates duly nominated by petition shall be included on the ballot along with the names of those candidates selected by the Council. (6/7/08)

d. On or before October 10, the Executive Director shall distribute to each member of the SOCIETY a ballot containing the names of all candidates for President-Elect and constructed as provided herein. (6/2/07)

When there are two candidates, a single-choice ballot shall be used, and the candidate receiving the greater number of votes shall be declared elected. (9/29/94)

When there are more than two candidates, a preferential ballot shall be used. This ballot shall afford the voter an opportunity to rank the candidates in order of preference. If one candidate receives a majority of first-preference votes, that candidate shall be declared elected. If no candidate receives such a majority, the candidate receiving the fewest first-preference votes shall be eliminated from further consideration. The vote total of a candidate not so eliminated shall then be set equal to the number of valid ballots on which that candidate is ranked higher in preference than any of the other remaining candidates. If the vote total of one of the candidates is now a majority, that candidate shall be declared elected. However, if no candidate receives a majority, the process of eliminating the candidate with the lowest vote total and recalculating the vote totals of the remaining candidates shall be repeated as many times as necessary until the vote total of one candidate is a majority. That candidate shall then be declared elected. When recalculating vote totals following the elimination of a candidate, those ballots on which no distinct preference is indicated for any of the remaining

candidates shall be deemed invalid in that and any subsequent candidate elimination rounds. In each of those rounds, a majority shall consist of more than half of the total number of ballots that remain valid at that step in the elimination process. (6/7/08)

**Sec. 3.**

*Director-at-Large*

a. On or before January 15, the Committee on Nominations and Elections shall transmit to the Executive Director of the SOCIETY the names of the MEMBERS of the SOCIETY selected as candidates for the positions of Director-at-Large to be filled. The number of such candidates shall be at least twice the number of such positions to be filled. These names shall be announced to the Council at a meeting to be held not later than May 1. (9/29/94)

b. Members of the SOCIETY may nominate additional candidates for Director-at-Large by providing to the Executive Director by July 15, nominating petitions endorsed by at least one-fourth percent (0.25%) of the SOCIETY membership entitled to vote in the SOCIETY's most recent fall national election, with neither more than one-sixth (1/6) of that from members of a single Local Section nor more than two-thirds (2/3) from any one District of the SOCIETY. Each member may nominate no more than one candidate per Director-at-Large position in a given election. The names of any candidates duly nominated by petition shall be included on the ballot along with those nominated by the Committee on Nominations and Elections. (6/7/08)

c. On or before October 10, the Executive Director shall distribute to each voting Councilor a ballot containing the names of all candidates for the positions of Director-at-Large to be filled. If there are multiple positions to be filled, those candidates receiving the greatest numbers of votes shall be declared elected Directors-at-Large. (6/2/07)

If there is only one position to be filled and there are two candidates, the candidate receiving the greater number of votes shall be declared elected Director-at-Large. If there is only one position to be filled and there are three candidates, a preferential ballot shall be used. The ballot shall afford the voter an opportunity to indicate a first and second choice. If one candidate receives a majority of first choices, that candidate shall be declared elected. If no candidate receives such a majority, the candidate receiving the lowest number of first choices shall be eliminated and the second-choice preferences on those ballots so eliminated shall be added to the first-choice totals of the other two candidates to establish a majority for one candidate, who shall then be declared elected. Ballots for the eliminated candidate that have not indicated a second choice shall be void in the second count. (6/2/07)

If there is only one position to be filled, and there are four or more candidates, a single-choice ballot shall be used. In the event that no candidate receives a majority of the votes cast, a runoff election shall be held between the two leading candidates. No later than four weeks after the first election results are certified, and in no event later than December 15, the Executive Director shall distribute to each voting Councilor a ballot containing the names of the two candidates receiving the most votes in the first election. The candidate receiving the greater number of votes shall be declared elected. (6/2/07)

**Sec. 4.**

*District Director*

a. For the purpose of electing District Directors, there shall be six geographic Districts. To provide equitable representation, the member population of each District shall be within ten percent of the result obtained by dividing by six the number of members

whose addresses lie within the United States and Canada. Each District shall be made up of whole, neighboring Local Sections, plus those members not belonging to any Local Section who have their addresses in specified states, provinces, or counties. The Committee on Nominations and Elections shall review annually the distribution of member population within the six Districts as defined by the official count. It shall recommend to Council such redefined District boundaries as are necessary to satisfy the provisions contained herein. Council shall act upon this recommendation in sufficient time for any adopted changes to take effect January 1 following. The Council in creating a new Local Section shall designate the District to which it is assigned. (1/1/01)

b. Each member whose address lies within the United States and Canada shall be entitled to vote for the office of District Director from that District in which is located the member's Local Section or, lacking one, the member's address. The address of a member is that to which the official organ of the SOCIETY is sent. (1/1/01)

c. On or before January 15, the Committee on Nominations and Elections shall transmit to the Executive Director of the SOCIETY the names of not fewer than four MEMBERS of the SOCIETY as nominees for each position of District Director to be filled. Each nominee must be entitled to vote in the District electing the District Director for which the nominee would be a candidate. When elected, each District Director may serve a complete term despite changes in Local Section or address or in any District boundary. (1/1/01)

d. On or before March 1, the Executive Director shall send a ballot to each Councilor in the District electing a District Director; the ballot shall contain the names of the nominees for District Director of that District, as selected by the Committee on Nominations and Elections. Ballots shall be returned to the Executive Director no later than four weeks after the ballots are distributed. The two nominees receiving the greatest number of votes shall be announced to the Council orally at its next meeting or, if timing does not permit, in the official organ of the SOCIETY, as candidates for District Director of the District. (10/19/04)

e. One percent of the members of the SOCIETY entitled to vote in the District electing a District Director, not more than one-third of whom are assigned to any one Local Section, may nominate a candidate for District Director by filing a petition with the Executive Director by July 15. Each member may nominate no more than one candidate for District Director in a given election. A petition candidate must be entitled to vote in the District electing the District Director for which the MEMBER is a candidate. The names of any petition candidates shall be included on the ballot along with the names of those selected by the District's Councilors. (10/19/04)

f. On or before October 10, the Executive Director shall distribute to each member of the SOCIETY entitled to vote in the District electing a District Director a ballot containing the names of all the candidates for Director from that District and constructed as provided herein. (6/2/07)

When there are two candidates, a single-choice ballot shall be used; the candidate receiving the greater number of votes shall be declared elected. (9/29/94)

When there are more than two candidates, a preferential ballot shall be used. This ballot shall afford the voter an opportunity to rank the candidates in order of preference. If one candidate receives a majority of first-preference votes, that candidate shall be declared elected. If no candidate receives such a majority, the candidate receiving the fewest first-preference votes shall be eliminated from further consideration. The vote total of a candidate not

so eliminated shall then be set equal to the number of valid ballots on which that candidate is ranked higher in preference than any of the other remaining candidates. If the vote total of one of the candidates is now a majority, that candidate shall be declared elected. However, if no candidate receives a majority, the process of eliminating the candidate with the lowest vote total and recalculating the vote totals of the remaining candidates shall be repeated as many times as necessary until the vote total of one candidate is a majority. That candidate shall then be declared elected. When recalculating vote totals following the elimination of a candidate, those ballots on which no distinct preference is indicated for any of the remaining candidates shall be deemed invalid in that and any subsequent candidate elimination rounds. In each of those rounds, a majority shall consist of more than half of the total number of ballots that remain valid at that step in the elimination process. (6/7/08)

#### **Sec. 5.**

##### *Nomination for President-Elect by Councilor Petition*

Wherever in these Bylaws provision is made for selection of candidates for President-Elect by the Council from a list of nominees presented by its Committee on Nominations and Elections, nothing herein shall prohibit petitions for nomination from the floor at the Council meeting provided that such petitions are submitted in writing and signed by not fewer than fifty Councilors present at the meeting and provided that not more than one-third of such Councilors shall be MEMBERS of any one Local Section. MEMBERS whose names are so presented shall become nominees for that office. (9/29/94)

#### **Sec. 6.**

##### *Terms of Office*

a. Each Local Section Councilor and Alternate Councilor and each Division Councilor and Alternate Councilor shall serve the term specified in the Constitution, beginning on the first day of January following election, or until a successor shall have been chosen and qualifies. (6/8/91)

b. Each Director-at-Large and each District Director shall serve the term specified in the Constitution, beginning on the first day of January following election, or until a successor shall have been chosen and qualifies. (1/1/01)

#### **Sec. 7.**

##### *Withdrawal or Death of Candidate*

a. The Committee on Nominations and Elections shall ensure that in each election for the offices of President-Elect, Director-at-Large, and District Director, there shall be at least two candidates for each position to be filled. If the number of candidates falls below two, the Committee on Nominations and Elections shall add the name next in line from the same candidate selection process. (1/1/01)

b. Should such a deficiency of candidates for a specific elective office occur after the ballots have been sent and before the established deadline for return of ballots, the Committee on Nominations and Elections shall declare the election void for that particular office. The Committee shall then provide an additional candidate or candidates, if necessary. Provisions shall be made for additional submission and validation of petition candidates. New ballots shall be prepared and the election resumed on a schedule established by the Committee on Nominations and Elections. (10/19/04)

c. Should there be a death or withdrawal of a candidate in an election in which there remain two or more candidates for each position to be filled, the election shall proceed. The Committee on

## Bylaws (B)

Nominations and Elections shall ensure that the winning candidate for President-Elect or District Director in each case receives a majority of the votes cast for the position, by a run-off election if necessary. In the case of Director-at-Large, the candidates receiving the greatest numbers of votes shall be declared elected. (1/1/01)

d. Should a preferential (three-person) election be in progress when a candidate dies or withdraws, all first choices for that candidate shall be disregarded, but the second choices on those first choice ballots shall be credited to the appropriate candidates. (9/29/94)

e. The preceding provisions of this Section are applicable only until such time as the ballots have been received and counted; thereafter, a person unable to assume office at the beginning of the term shall be replaced according to the provisions of these Bylaws. (9/29/94)

### Sec. 8.

#### *Vacancies in Office*

a. A vacancy in any office filled by vote of the Council, except on the Council Policy Committee, shall be filled by the Council for the unexpired term of said office as soon as practicable after the vacancy occurs. If the unexpired term is less than one year, the vacancy shall be filled by election for a period equal to the unexpired term plus a full term as specified in the Constitution or Bylaws. For purposes of determining eligibility for self-succession, this combined period of service shall be construed equivalent to a regular full term. (1/1/68)

b. A vacancy in the office of District Director, if the unexpired term is more than one year, shall be filled for the unexpired term by vote of the members in the District affected as soon as practicable after the vacancy occurs. If the unexpired term is one year or less and time permits, the vacancy shall be filled as soon as practicable for the period of the unexpired term plus a full term by vote of the members in the District affected as specified in the Bylaws. If insufficient time is available to conduct the election of a District Director by vote of the members of the District affected, then the District Director shall be selected by vote of the Councilors in the District affected but shall serve only for the period of the unexpired term. (1/1/01)

c. A vacancy in the office of President-Elect shall be filled as soon as practicable after the vacancy occurs by ballot of the Council from among the other nominees in the previous election and any petition candidates. (10/19/04)

d. Nomination for any vacancy shall be made in accordance with the Bylaws pertaining to nominations for the office concerned.

e. A vacancy in any office filled by vote of a Local Section or Division shall be filled in accordance with its bylaws by the Local Section or Division concerned as soon as practicable after the vacancy occurs. Such changes in office shall be reported promptly to the Executive Director of the SOCIETY. Any vacancy in the position of Councilor or Alternate Councilor shall be filled for the remainder of the unexpired term in one of the following manners: (1) in a predetermined order of succession as provided in the bylaws of the Local Section or Division from among Alternate Councilors and/or unsuccessful candidates for these positions, (2) by means of a special election, or (3) at the time of the next annual election. If the third option is used, the vacancy may be filled until the next annual election by appointment by the governing body of the Local Section or Division. (10/19/04)

### Sec. 9.

#### *Eligibility*

a. Incumbency of one office shall not render anyone ineligible to another, except as provided in this Section. (9/29/94)

b. If any MEMBER who is already a Councilor or Director shall be elected to an office which includes *ex officio* membership on the Council or Board of Directors, acceptance of such office shall be considered to involve resignation of the former position as Councilor or Director, and the position thus vacated shall be filled in the manner prescribed in these Bylaws. (9/29/94)

c. Irrespective of other provisions of these Bylaws, no nominee shall become a candidate unless the nominee has indicated in writing a willingness to serve if elected. It shall be the responsibility of the group submitting a nomination to the Executive Director or to the Council to present to the Executive Director, prior to balloting, evidence that the nominee is willing to serve if elected. (9/29/94)

### Sec. 10.

#### *Tie Vote*

a. In the event of a tie vote among the winning nominees in the selection process of candidates for any elective office, all nominees involved in the tie shall be placed on the ballot as candidates. (9/29/94)

b. Tie votes in the election of President-Elect and Directors shall be resolved by a ballot of the Council. (10/19/04)

c. Tie votes for any office in an annual election of a Local Section or Division shall be resolved in accordance with its bylaws by its governing body, or by vote of its members either at an election meeting or by ballot. (10/19/04)

### Sec. 11.

#### *Requirements for Balloting* (10/19/04)

a. In balloting for President-Elect, District Director, and Director-at-Large, biographies and statements for all candidates and nominees, as appropriate, shall be conveyed with the ballots if they are received by the Executive Director at least 30 days before the scheduled date for distributing the ballots. (10/19/04)

b. The Committee on Nominations and Elections shall set and announce in advance of the balloting for President-Elect, District Director, and Director-at-Large the interval during which ballots must be received to be counted; this interval shall be not less than four nor more than seven weeks following distribution of the ballots. (10/19/04)

c. For all SOCIETY balloting the Committee on Nominations and Elections shall establish and submit to the Council Policy Committee for their approval balloting procedures that meet the requirements of (1) fair balloting that is open to all eligible members of the SOCIETY, (2) anonymity, (3) protection against fraudulent balloting, (4) ballot archiving, and (5) the timely reporting and archiving of balloting results. (10/19/04)

d. The Executive Director and at least one member of the Committee on Nominations and Elections shall together be responsible for the counting of ballots received within the interval and shall certify the results. (10/19/04)

### Sec. 12.

#### *Procedure for Special Elections*

If, in a specific nomination or election, circumstances do not permit the procedures prescribed elsewhere in these Bylaws to be carried out, the Committee on Nominations and Elections shall forthwith devise a special procedure. If such election will have the effect of filling an office for a longer period than six months, the special procedure shall include an opportunity for nomination of

candidates by petition, which differs from the regular procedure for the office involved only in the date that petitions must be received by the Executive Director. Such procedure shall be transmitted to and publicized promptly by the Executive Director, and used for that specific nomination or election. (9/29/94)

### Sec. 13.

#### *Fair Election Procedures*

All elections and election campaigns for office in the SOCIETY, its Local Sections, and its Divisions shall be carried out according to the following:

a. No funds of the SOCIETY, its Local Sections, or its Divisions shall be used to support or to oppose the candidacy of an individual or group of individuals. No facilities, such as office space, equipment, or supplies; official letterhead; or mailing permit of the SOCIETY, its Local Sections, or its Divisions shall be used to support or oppose the candidacy of an individual or group of individuals, except as provided in this Section. (9/29/94)

b. If space in a SOCIETY, Local Section, or Division publication, other than a paid advertisement at commercial rates, be used to support or to oppose the candidacy of an individual, space must be made available simultaneously and equally to support or to oppose the candidacy of every other candidate for the same office.

c. For the purpose of distributing campaign material, candidates for office shall have the right to use the membership list of those members eligible to vote for that office. All costs associated with preparation and use of the distribution lists shall be borne by the candidate. (10/19/04)

d. If in a Local Section or Division election the Committee on Nominations and Elections finds a significant violation of the Constitution and Bylaw provisions regulating election procedures, which violation appears to benefit the winning candidate, the Committee may declare the election void and order a new election to fill the vacancy. Opportunity shall be provided for a candidate whose election is challenged, and the challenger(s), to state their views and convey such comments with any correspondence on the subject to the Committee. Opportunity shall be provided for full discussion by all candidates before the Committee, or a decision may be rendered by balloting if that course of action is preferred by all candidates involved. A positive vote by two-thirds of the entire Committee shall be required to declare an election void. No candidate in the disputed election shall vote in the Committee on this decision. The SOCIETY shall hear no further appeal from this decision. (10/19/04)

e. If in a District or national election the Council Policy Committee finds a significant violation of the Constitution and Bylaw provisions regulating election procedures, which violation appears to benefit the winning candidate, the Committee may declare the election void and order the Committee on Nominations and Elections to carry out a new election. Opportunity shall be provided for a candidate whose election is challenged, and the challenger(s), to state their views and convey such comments with any correspondence on the subject to the Council Policy Committee. Opportunity shall be provided for full discussion by all candidates before the Council Policy Committee, or a decision may be rendered by balloting if that course of action is preferred by all candidates involved. A positive vote by two-thirds of the membership of the Council Policy Committee shall be required to declare an election void. No candidate in the disputed election shall vote in the Committee on this decision. The SOCIETY shall hear no further appeal from this decision. (10/19/04)

## BYLAW VI

(Constitution, Article XI)

### Meetings of the SOCIETY

#### Section 1.

In addition to the annual meeting, which shall be held between July 15 and October 1, there may be other national meetings each year. (1/1/63)

#### Sec. 2.

a.

(1) The organization of a national meeting of the SOCIETY shall be a responsibility of the Executive Director. (11/23/71)

(2) The organization and operation of any other meeting of the SOCIETY shall be the responsibility of the sponsoring group.

b. At any meeting of the SOCIETY, the order of business shall be in accordance with an agenda distributed in advance.

#### Sec. 3.

The various types of meetings to which reference is made in this Bylaw shall be defined as follows: (1/1/51)

a. A *national* meeting is one sponsored and arranged under the authorization of and in accordance with the provisions of the Constitution, Article XI. (1/1/51)

b. A *regional* meeting is one sponsored and arranged jointly by Local Sections in some part of the country primarily to serve the members of the SOCIETY in that area. It is similar in scope, plans, and general purpose to a *national* meeting. (1/1/63)

c. A *divisional* meeting is one sponsored and arranged by a Division or jointly by a small number of Divisions not as part of a *national* meeting. It is often devoted to the consideration of a single topic. (1/1/51)

d. An *other major* meeting for the purpose of these Bylaws shall include any meeting other than those defined in paragraphs a, b, and c of this section, organized by the SOCIETY or one or more of its constituent units, including a meeting-in-miniature, a symposium held apart from a meeting defined in paragraph a, b, or c of this section, and a technical conference involving a program of multiple papers, but not including the regularly recurring meetings of a Local Section or one of its subsidiary units. (1/1/51)

e. A *cooperative* meeting is one sponsored and arranged by the SOCIETY or one or more of its constituent units jointly with one or more non-ACS organizations, but not including purely nominal sponsorship. (1/1/51)

#### Sec. 4.

a. Attendance at any *national*, *regional*, *divisional*, or *other major* meeting of the SOCIETY shall be limited to registered persons. (1/1/51)

b. Each person, when registering at a meeting of the SOCIETY shall indicate one of the following classifications: (1) MEMBER of the SOCIETY; (2) nonmember chemical scientist; (3) STUDENT MEMBER; (4) other regularly matriculated student majoring in a chemical science or in a related field of natural science, engineering, technology, or science education at a college or university; (5) nonchemist visitor. (6/30/09)

c. Each registrant at a *national* meeting of the SOCIETY shall pay a registration fee to be fixed by the Board of Directors in accordance with the provisions of paragraphs e and f of this section.

## Bylaws (B)

d. Each registrant at a *regional* or *divisional* meeting shall pay a registration fee to be fixed by the committee in charge of the meeting in accordance with the provisions of paragraphs e and f of this section. The sponsor or sponsors of an *other major* meeting may require each registrant to pay a registration fee. If a fee is to be charged, it shall be fixed by the committee in charge of the meeting in accordance with the provisions of paragraphs e and f of this section. (1/1/51)

e. The registration fee at a *national, regional, divisional, or other major* meeting for a chemical scientist who is not a member of the SOCIETY shall be greater than the fee charged a member not taking into account reductions authorized by the Constitution and Bylaws for certain persons. (10/16/01)

The increase in registration fee, or surcharge, for such nonmembers at a *national* meeting shall be in accordance with a schedule set by the Board of Directors.

The surcharge for such nonmembers at a *regional, divisional, or other major* meeting shall be set by the committee in charge of the meeting. (9/23/83)

Such nonmembers shall be furnished with special badges to differentiate them from other registrants. (9/23/83)

f. The registration fee at *national, regional, divisional, or other major* meetings of the SOCIETY for all classes of registrants described in Sec. 4,b other than those specified in Sec. 4,e of this Bylaw shall be the same as for a member of the SOCIETY, except that reduced registration fees may be set by the Board of Directors for a *national* meeting and by the committee in charge for any other meeting for students entitled to the discount in dues provided in the Bylaws, members of the family of a registrant who are not chemical scientists, persons wanting to attend a single session, or other special cases approved by the Board of Directors for a *national* meeting or by the committee in charge for any other meeting. (1/1/82)

g. Registration rules, including fees, for a cooperative meeting shall be subject to agreement in advance between the organizations concerned but shall conform, insofar as possible, to this Bylaw and be subject to approval by the Executive Director of the SOCIETY. (11/23/71)

h. No member may be deliberately excluded from any open meeting of the SOCIETY or its subunits. (11/15/89)

i. The President shall have authority to close any session at any meeting of the SOCIETY to nonmembers.

### Sec. 5.

For national meetings each Division of the SOCIETY has the primary responsibility for programming in its area of interest. (11/15/89)

### Sec. 6.

The following rules shall apply to the presentation of papers at a *national, regional, divisional, or other major* meeting of the SOCIETY: (1/1/51)

a. The term "paper" shall include any scientific presentation that can be reduced to writing. (11/15/89)

b. No paper shall be presented at a *national, regional, divisional, or other major* meeting unless its title and author(s) appear on the program for the meeting. However, the President, with the concurrence of either the Chair of the Board of Directors or the Vice-Chair of the Council Policy Committee, may authorize an extraordinary symposium at a *national* meeting provided that (11/15/89)

(1) the symposium has as its primary focus significant scientific developments too recent for programming deadlines, and (11/15/89)

(2) the request for authorization for such a symposium has been made jointly by a member of the SOCIETY and one of the following: the Chair of a relevant Division of the SOCIETY, the Chair of the Committee on Divisional Activities, or the Chair of the Committee on Science. (11/15/89)

c. No paper by a chemical scientist residing in the United States who is not a member of the SOCIETY shall appear on the program of a *national, regional, divisional, or other major* meeting of the SOCIETY unless it be a joint paper with one or more SOCIETY members, or unless for a *national, regional, or national-divisional* meeting the author has been invited to present the paper at a symposium organized by a Division of the SOCIETY or by Sections of the SOCIETY, and the Chair of such Division or of the host Section has certified to the Executive Director of the SOCIETY prior to publication of the program that presentation by the author of such paper is important to the success of the symposium. (1/1/82)

d. Rules corresponding to paragraphs a, b, and c of this section for a *cooperative* meeting shall be subject to agreement in advance between the organizations concerned but should conform, insofar as possible, to this Bylaw and be subject to approval by the Executive Director of the SOCIETY. (11/23/71)

e. The SOCIETY assumes no responsibility for statements or opinions expressed by individuals in papers or discussions thereof. (1/1/52)

f. The President shall have authority to exclude any paper from a program at any time prior to its scheduled presentation at a meeting of the SOCIETY.

### Sec. 7.

It shall be the responsibility of the person or organized unit arranging program details for any part of a meeting to inform all contributors concerning the provisions of Sec. 4 and 6 of this Bylaw. (1/1/51)

## BYLAW VII

(Constitution, Article XII)

### Local Sections

#### Section 1.

a. A new Local Section shall operate under charter bylaws prepared by the Council of the SOCIETY until such time as it desires to revise or amend them. Revisions or amendments of Local Section bylaws shall be submitted to the Council through the Executive Director of the SOCIETY for review. These revisions or amendments shall not become effective before approval by the Committee on Constitution and Bylaws, acting for the Council. No provisions of Local Section bylaws shall be valid that are inconsistent with the Charter, Constitution, or Bylaws of the SOCIETY. (11/23/71)

b. Each Local Section shall have a Chair, a Vice-Chair and/or Chair-Elect, a Secretary, a Treasurer, and such other officers as the bylaws of the Local Section may specify. The offices of Secretary and Treasurer may be combined. (9/11/74)

#### Sec. 2.

A Local Section may organize within itself one or more units, known as Subsections, which shall be established on the basis of geographical considerations to include the members of the Section residing in a specified portion of the territory of the Section, and

which shall be concerned with the promotion of chemistry in all its branches, particularly in the form of scientific meetings. Each Subsection shall operate in conformity with the bylaws of, and shall be responsible to, its parent Local Section. (1/1/51)

**Sec. 3.**

A Local Section may organize within itself one or more units, known as Groups, which shall be established on a subject basis to cover the entire territory of the Section, with each Group devoted to the promotion of one or more branches of chemistry. Each such Group shall operate in conformity with the bylaws of, and shall be responsible to, its parent Local Section. (1/1/51)

**Sec. 4.**

A member of the SOCIETY who prefers membership in a Local Section other than that of residence may, on written request to the Executive Director of the SOCIETY, be assigned to that Local Section. The Committee on Local Section Activities, acting for the Council, shall resolve any member's appeal from adverse action on such a request. (4/9/75)

**Sec. 5.**

A member of the SOCIETY residing in territory unassigned to any Local Section may, on written request to the Executive Director of the SOCIETY for assignment to a Local Section, be so assigned. The Committee on Local Section Activities, acting for the Council, shall resolve any member's appeal from adverse action on such a request. (4/9/75)

**Sec. 6.**

No member of the SOCIETY shall be enrolled simultaneously in more than one Local Section. (1/1/63)

**Sec. 7.**

The number of representatives which a Local Section shall have in the Council of the SOCIETY for a four-year period beginning in a year divisible by four shall be based on the membership of the Local Section as of December 31 of the second preceding year, which count shall be certified to the Secretary of the Local Section by the Executive Director of the SOCIETY. The initial number of such representatives for a Local Section established after December 31 of the second preceding year shall be based on the enumeration of membership when established. (12/7/86)

**Sec. 8.**

Dues funds allocated by provisions elsewhere in these Bylaws for the support of Local Sections shall be distributed in accordance with procedures developed by the Committee on Local Section Activities and approved by Council. The Committee on Local Section Activities shall review the procedures and may present recommendations for changes at any spring meeting of the Council. Once every three years, or earlier if requested by the Committee on Local Section Activities, Council shall at its spring meeting review these procedures and provide for such changes as it shall deem appropriate. This distribution shall be contingent upon receipt of the annual report prior to a forfeiture date as specified by the Committee on Local Section Activities and shall include a base allotment, an allotment tied to total membership, and distributions based on other factors such as Society initiatives, strategic planning and Board directives. (6/6/03)

**Sec. 9.**

a. The Treasurer of a Local Section shall forward to the Executive Director of the SOCIETY an annual request for the funds to which the Section is entitled under Sec. 8 of this Bylaw. Upon receipt of such annual request, the Executive Director shall make

payment to the Treasurer of the said Local Section, except that the Executive Director may once annually transmit ten percent of the allotment upon receipt of a statement of need. (6/6/03)

b. To encourage membership recruitment at the Local Section level, the SOCIETY shall award allotments to the Local Section for new or reinstated members and new or reinstated Society Affiliates who were admitted as a result of Local Section effort. The size of the allotments and the conditions and requirements for the allotments shall be established by the Council upon recommendation by the Committee on Membership Affairs. Such allotments shall be distributed to the Local Sections annually. (11/2/02)

**Sec. 10.**

Funds allotted to Local Sections shall be used only for local purposes incident to the fulfillment of the SOCIETY's objects as specified in Article II of the Constitution. (1/1/51)

**Sec. 11.**

a. Not later than February 15 of each year, the annual report of each Local Section, including an itemized statement of receipts and expenditures and investment of its funds for the period January 1 to December 31 of the preceding year, shall be submitted to the Council Committee on Local Section Activities through the Executive Director of the SOCIETY. Each year the Committee shall prepare a summary of the Local Section annual reports and submit it to the Council Policy Committee. (9/24/93)

b. By April 1 of each year the Executive Director shall furnish to each Local Section the names of its members and Society Affiliates and a count of members and Society Affiliates on which allocation of funds will be made. (11/2/02)

**Sec. 12.**

Any Local Section chartered under the provisions of Article XII of the Constitution which for three consecutive years fails to maintain a membership of at least fifty shall automatically forfeit its charter. (4/9/75)

**Sec. 13.**

a. A Local Section may be affiliated with a local technical organization operating within the territory of the Local Section, provided that: (11/7/07)

(1) the affiliation meets the requirements for affiliation with other technical organizations as specified elsewhere in these Bylaws. (11/7/07)

(2) the affiliation has been approved by the Committee on Local Section Activities. (11/7/07)

b. Any Local Section affiliation shall terminate after five years unless reauthorized by the governing body of the Local Section. The term of each subsequent reauthorization shall not exceed five years. (10/4/99)

**Sec. 14.**

A Local Section may incorporate under the laws of the appropriate state or commonwealth. Proposed articles of incorporation or proposed amendments to articles of incorporation shall first be submitted by the executive committee or equivalent of the Local Section to the Committee on Constitution and Bylaws through the Executive Director of the SOCIETY for determination that the proposals are not inconsistent with the Charter, Constitution, or Bylaws of the SOCIETY. Upon such finding, the Local Section may present the proposals to its membership for adoption and may incorporate or amend if they are adopted. The articles of incorporation or amendments thereto shall then be submitted to the Committee on

## Bylaws (B)

Constitution and Bylaws, which Committee, acting for the Council of the SOCIETY, may confer final approval, whereupon said articles or amendments shall become part of the bylaws of the Local Section. (11/23/71)

### Sec. 15.

Bylaws of each Local Section shall provide that, upon the dissolution of the Local Section, any assets of the Section remaining thereafter shall be conveyed to such organization then existent, within or without the territory of the Local Section, as is dedicated to the perpetuation of objects similar to those of the AMERICAN CHEMICAL SOCIETY, or to the AMERICAN CHEMICAL SOCIETY, so long as whichever organization is selected by the governing body of the Local Section at the time of dissolution shall be exempt under Section 501(c)(3) of the Internal Revenue Code of 1954 as amended or under such successor provision of the Code as may be in effect at the time of the Section's dissolution. (9/5/61)

## BYLAW VIII

(Constitution, Article XIII)

### Divisions

#### Section 1.

a. Any fifty members of the SOCIETY who wish to organize a Division of the SOCIETY shall request in a signed petition, addressed to the Council, authorization to form a Division. The petition shall also include the name of the proposed Division, a statement of the objects of the proposed Division, the particular field of SOCIETY interest to be stimulated and developed by the proposed Division, and the reasons why the petitioners deem it wise and expedient to establish the Division. (1-1-66)

The petition shall be sent to the Executive Director who, if satisfied it is in proper form, shall forward it to the Committee on Divisional Activities of the Council for consideration and presentation to the Council with a recommendation for action. The Committee on Divisional Activities, in the event of Council approval, shall assist the unit to organize and operate as a probationary unit for a period not to exceed three years. During the probationary period, the unit shall operate under bylaws prepared by the Council of the SOCIETY. At any time within this probationary period, the Committee on Divisional Activities may report to the Council on the status of the unit and make recommendations as to continuing or discontinuing its operations. (11-23-71)

All sections of Bylaw VIII of the SOCIETY shall apply to Divisions in probationary status except Sec. 4,c and Sec. 9. (1/1/66)

b. On recommendation from the Committee on Divisional Activities, the President shall appoint each year the officers of a probationary unit and also the members-at-large of the executive committee. (1/1/66)

c. The executive committee of the probationary unit shall appoint a committee to draw up bylaws suitable for operation of the unit after it has achieved divisional status. The Secretary of the probationary unit shall submit these bylaws through the Executive Director of the SOCIETY to the Committee on Constitution and Bylaws for review. (11/23/71)

d. The Council may approve formation of the proposed Division at any time during its probationary period. Immediately after such approval has been granted, the Committee on Constitution and Bylaws shall report to the Council on the bylaws of the proposed Division with a recommendation for action. (1/1/66)

e. Upon approval of the bylaws by the Council, the unit shall become a Division of the SOCIETY. (1/1/66)

f. The Division may revise or amend the bylaws approved under Section 1,e above. Revisions or amendments of Division bylaws shall be submitted to the Council of the SOCIETY through the Executive Director of the SOCIETY for review. These revisions or amendments shall not become effective before approval by the Committee on Constitution and Bylaws, acting for the Council. No provision of Division bylaws shall be valid which is inconsistent with the Charter, Constitution, or Bylaws of the SOCIETY. (11/23/71)

### Sec. 2.

A Division may organize within itself one or more units, known as Subdivisions, which shall be established to cover a specified portion of the general field of the Division. Each such Subdivision shall operate in conformity with the bylaws of, and shall be responsible to, its parent Division. (1/1/51)

### Sec. 3.

a. A member of the SOCIETY may join any Division of the SOCIETY by enrolling with the Division and meeting the requirements of the bylaws of the Division. (6/1/90)

b. To encourage membership recruitment at the Division level, the SOCIETY shall award allotments to the Division for new or reinstated members and new or reinstated Society Affiliates who were admitted as a result of Division effort. The size of the allotments and the conditions and requirements for the allotments shall be established by the Council upon recommendation by the Committee on Membership Affairs. Such allotments shall be distributed to the Division annually. (11/2/02)

### Sec. 4.

a. Each Division shall have a Chair, a Vice-Chair and/or Chair-Elect, a Secretary, a Treasurer, and such other officers as the bylaws of the Division may specify. The offices of Secretary and Treasurer may be combined. (9/11/74)

b. Each Division shall have an Executive Committee which shall consist of the officers as members *ex officio* and such other members, appointed or elected, as the bylaws of the Division may specify.

c. All officers of a Division shall be elected as the bylaws of the Division specify.

### Sec. 5.

a. Each Division shall hold at least one session annually.

b. A Division may omit its meeting in any one year on authorization by the Council Policy Committee when recommended by the Committee on Meetings and Expositions.

### Sec. 6.

a. Dues funds allocated by provisions elsewhere in these Bylaws for the support of Divisions shall be distributed in accordance with procedures developed by the Committee on Divisional Activities and approved by Council. The Committee on Divisional Activities shall review the procedures and may present recommendations for changes at any spring meeting of the Council. Once every three years, or earlier if requested by the Committee on Divisional Activities, Council shall at its spring meeting review these procedures and provide for such changes as it shall deem appropriate. This distribution shall be contingent upon receipt of the annual report prior to a forfeiture date as specified by the Committee on Divisional Activities and shall include a base allotment, an allotment tied to total membership, and distributions based on other factors such as programming, Society initiatives, strategic planning and Board directives. (6/6/03)

b. The Treasurer of a Division shall forward to the Executive Director of the SOCIETY an annual request for the funds to which the Division is entitled under Sec. 6,a, of this Bylaw. Upon receipt of such annual request, the Executive Director shall make payment to the Treasurer of the said Division except that the Executive Director may once annually transmit ten percent of the allotment upon receipt of a statement of need. (6/6/03)

c. A probationary Division as defined in Section 1 of this Bylaw may receive an allotment equivalent to that of a Division of the same membership and in accord with the other provisions of this Bylaw. (1/1/81)

#### **Sec. 7.**

a. The annual report of each Division, including an itemized statement of receipts and expenditures and investment of its funds, shall be submitted each year to the Council Committee on Divisional Activities through the Executive Director of the SOCIETY not later than February 15 of each year and shall cover the period January 1 to December 31 preceding. The Committee each year shall prepare and submit to the Council Policy Committee a summary of the Division annual reports. (10/19/04)

b. By April 1 of each year, the Secretary of each Division shall send to the Executive Director of the SOCIETY a complete list of the members and Society Affiliates of that Division for checking and verification. (11/2/02)

#### **Sec. 8.**

Bylaws of each Division shall provide that, upon dissolution of the Division, any assets of the Division remaining thereafter shall be conveyed to such organization then existent as is dedicated to objects similar to those of the Division and the AMERICAN CHEMICAL SOCIETY, or to the AMERICAN CHEMICAL SOCIETY, so long as whichever organization is selected by the governing body of the Division at the time of dissolution shall be exempt under Section 501(c)(3) of the Internal Revenue Code of 1954 as amended or under such successor provision of the Code as may be in effect at the time of the Division's dissolution. (9/5/61)

#### **Sec. 9.**

A Division may incorporate under the laws of the District of Columbia or of any appropriate state or commonwealth. Proposed articles of incorporation or proposed amendments to articles of incorporation shall first be submitted by the executive committee or equivalent of the Division to the Committee on Constitution and Bylaws through the Executive Director of the SOCIETY for determination that the proposals are not inconsistent with the Charter, Constitution, or Bylaws of the SOCIETY. Upon such finding, the Division may present the proposals to its membership for adoption and may incorporate or amend if they are adopted. The articles of incorporation or amendments thereto shall then be submitted to the Committee on Constitution and Bylaws, which Committee, acting for the Council of the SOCIETY, may confer final approval, whereupon said articles or amendments shall become part of the bylaws of the Division. (11/23/71)

#### **Sec. 10.**

a. A Division may be affiliated with other technical organizations provided that: (10/4/99)

(1) the affiliation meets the requirements for affiliation with other technical organizations as specified elsewhere in these Bylaws. (10/4/99)

(2) the affiliation has been approved by the Committee on Divisional Activities. (10/4/99)

b. Any Division affiliation shall terminate after five years unless reauthorized by the governing body of the Division. The term of each subsequent reauthorization shall not exceed five years. (10/4/99)

## **BYLAW IX**

*(Constitution, Article XIV)*

### **International Chemical Sciences Chapters**

#### **Section 1.**

The SOCIETY may authorize formation of International Chemical Sciences Chapters. The Committee on International Activities, or another designated responsible committee, shall act for the Board of Directors and the Council in monitoring the activities of each International Chemical Sciences Chapter and in implementing SOCIETY policy regarding such Chapters. Monitoring duties shall include compiling a general summary of these activities in its committee reports to the Board of Directors and the Council, and making recommendation to the Board of Directors regarding the formation or dissolution of an International Chemical Sciences Chapter. The responsible committee shall review each International Chemical Sciences Chapter every five years and shall advise the Board of Directors whether it should be continued. (11/18/91)

#### **Sec. 2.**

a. The responsible committee shall establish written procedures and criteria for the formation and review of International Chemical Sciences Chapters. (11/18/91)

b. A new International Chemical Sciences Chapter shall operate under charter bylaws prepared by the Council of the SOCIETY until such time as the Chapter desires to revise or amend them. All Chapter bylaws shall be in English. Revisions or amendments of International Chemical Sciences Chapter bylaws shall be submitted to the Council through the Executive Director of the SOCIETY for review. These revisions or amendments shall not become effective before approval by the Committee on Constitution and Bylaws, acting for the Council. No provisions of International Chemical Sciences Chapter bylaws shall be valid that are inconsistent with the Charter, Constitution or Bylaws of the SOCIETY. A copy of the International Chemical Sciences Chapter's bylaws shall be filed with the Executive Director of the SOCIETY. (11/18/91)

c. Chapter bylaws must contain a statement that the International Chemical Sciences Chapter, and the officers as representatives of the Chapter, shall: (1) not engage in political activity, including lobbying, (2) avoid any activities that may adversely affect the interests and/or public or professional image of the SOCIETY, and (3) assure that all activities of the Chapter are open to all members of the SOCIETY. (11/18/91)

#### **Sec. 3.**

The Board of Directors may dissolve an International Chemical Sciences Chapter for good and sufficient reasons. (11/18/91)

#### **Sec. 4.**

An International Chemical Sciences Chapter shall receive no allotment of funds from the SOCIETY and shall not be entitled to elected representation on the Council. A Chapter may assess local dues to be expended for its own purposes in harmony with the objects of the SOCIETY. (11/18/91)

**Sec. 5.**

Each International Chemical Sciences Chapter shall prepare an annual report to be submitted by April 1 of each year to the responsible committee through the Executive Director. (11/18/91)

**Sec. 6.**

By April 1 of each year the Chair of each Chapter shall send to the Executive Director of the SOCIETY a complete roster of that Chapter for checking and verification. (11/18/91)

**Sec. 7.**

Any Chapter that for three consecutive years fails to maintain a membership of at least 25 members of the SOCIETY shall be dissolved. (11/18/91)

**Sec. 8.**

a. The Chapter shall not incur any debts, obligations or liabilities that could become binding upon the SOCIETY, and the bylaws of each Chapter shall so provide. (11/18/91)

b. Bylaws of each International Chemical Sciences Chapter shall provide that, upon the dissolution of the Chapter, any assets of the Chapter remaining thereafter shall be conveyed to such organization then existent, within or without the territory of the Chapter, as is dedicated to the perpetuation of objects similar to those of the AMERICAN CHEMICAL SOCIETY, or to the AMERICAN CHEMICAL SOCIETY, so long as whichever organization is selected by the governing body of the International Chemical Sciences Chapter at the time of dissolution shall be exempt under Section 501(c)(3) of the Internal Revenue Code of 1954 as amended or under such successor provision of the Code as may be in effect at the time of the Chapter's dissolution. (11/18/91)

**BYLAW X**

**Student Chapters**

**Section 1.**

Student Chapters may be established at educational institutions such as two-year colleges, colleges, and universities. Such Chapters shall be subordinate organizations of the educational institution at which they are formed and not of the SOCIETY. The Society Committee on Education shall act for the Council in all matters concerning Student Chapters as provided elsewhere in these Bylaws. (6/30/09)

**Sec. 2.**

Student Chapters shall receive no allotment of funds from the SOCIETY and shall not be entitled to elected representation on the Council. A Student Chapter may, in accordance with the Regulations, assess Student Chapter dues to be expended for its purposes. The SOCIETY may make programmatic funding available to Student Chapters in furtherance of the objects of the SOCIETY. (6/30/09)

**BYLAW XI**

**SOCIETY Affiliation with Other Technical Organizations**

**Section 1.**

To foster the objects of the SOCIETY, the SOCIETY or its Local Sections or Divisions may affiliate with other technical organizations, provided that such affiliation does not contravene the Charter, Constitution, Bylaws, or Regulations of the SOCIETY. (10/4/99)

**Sec. 2.**

SOCIETY affiliations of less than one year duration shall become effective upon authorization by the Board of Directors. SOCIETY affiliations of one year or longer in duration shall become effective upon authorization by the Board of Directors subject to confirmation by the Council. (10/4/99)

**Sec. 3.**

Affiliations of SOCIETY Local Sections or Divisions shall become effective upon authorization by their governing body and confirmation by the Council Committee on Constitution and Bylaws, acting for the Council, that the provisions of Section 1 of this Bylaw are met. (10/4/99)

**Sec. 4.**

Any SOCIETY affiliation shall terminate after five years unless reauthorized by the Board of Directors. The term of each subsequent reauthorization shall not exceed five years. (10/4/99)

**Sec. 5.**

Sections 2, 3, and 4 of this Bylaw shall not apply to contracts entered into by the SOCIETY or its Local Sections or Divisions in the ordinary conduct of business. (10/4/99)

**BYLAW XII**

*(Constitution, Article VIII, Sec. 6; Article XII, Sec. 6; and Article XIII, Sec. 3)*

**Position Statements**

Any statement on a public matter to be issued by a Local Section, Division, or other SOCIETY body must adhere to the following procedure: (11/13/78)

**Section 1.**

Prior to issuance by a Local Section, Division, or other SOCIETY body, any proposed statement on a public matter shall be submitted to the Executive Director who will determine whether the matter is of national import and reply within ten days of receipt. If the matter is of national import, the proposed statement shall be submitted to the Board of Directors for review and suggestions. (11/13/78)

**Sec. 2.**

Should the Board of Directors fail to respond within thirty days from the date of receipt by the Executive Director of a request from a SOCIETY body for review of a proposed statement on a matter of national import, it will be assumed that the Board does not wish to comment, and the statement may be issued forthwith. If the SOCIETY body specifies to the Board of Directors the matter is urgent and should the Board of Directors not act within ten days of receipt by the Executive Director, the statement may be issued forthwith. (11/13/78)

**Sec. 3.**

Unless notified within ten days by the Executive Director that the matter is of national import, such a statement may be regarded as dealing with a matter of other than national import and may be issued directly by any SOCIETY body without prior review by the Board of Directors. (11/13/78)

**Sec. 4.**

Each statement by a SOCIETY body, whether or not of national import, shall clearly show the name of the issuing body. If the statement is not supported by or supportive of an official position of the SOCIETY it shall contain a clear general disclaimer to the effect that the views asserted are those of the named, issuing SOCIETY

body only, and do not necessarily represent (or are in conflict with) the official position of the SOCIETY. (11/13/78)

**Sec. 5.**

A copy of the final statement on any public matter as issued by any SOCIETY body shall be forwarded to the Executive Director at the time of issuance. (11/13/78)

**BYLAW XIII**

*(Constitution, Article XV)*

**Finances**

**Section 1.**

All income to the SOCIETY shall be collected by such officer or officers as the Board of Directors may designate for that purpose.

**Sec. 2.**

The Board of Directors is authorized and empowered in behalf of the AMERICAN CHEMICAL SOCIETY to receive, by devise, bequest, donation, or otherwise, either real or personal property and to hold the same absolutely or in trust, and to invest, reinvest, and manage the same and to apply said property and the income arising therefrom to the objects of the SOCIETY. The Board of Directors also shall have power to allocate the funds of the SOCIETY for the purpose of carrying out the objects of the SOCIETY.

**Sec. 3.**

a. For 1986 the base rate upon which membership dues shall be calculated shall be \$69. For each succeeding year the base rate shall be the dues established for the previous year. For 1986 and each succeeding year, an amount shall be calculated by multiplying the base rate by a factor which is the ratio of the revised Consumer Price Index for Urban Wage Earners and Clerical Workers (Service Category) for the second year previous to the dues year to the value of the index for the third year previous to the dues year, as published by the United States Department of Labor, with fractional dollar amounts rounded to the nearest whole dollar. At its spring meeting, the Council may set the dues for the succeeding year at that calculated amount or at the amount of the previous year's dues or at some intermediate whole dollar amount. Should the Council not act, the dues shall become the rounded calculated amount. The membership dues so determined shall be announced to the membership by the Treasurer of the SOCIETY in the official organ of the SOCIETY six months before the effective date of each change. Members not requesting any of the discounts provided elsewhere in these Bylaws may elect a dues period of one year, two years, or three years. The dues rate for two-year or three-year periods shall be two times or three times, respectively, the full annual dues rate established for the first year of the period. (9/15/09)

In addition to the dues so determined, members and Society Affiliates residing outside the United States shall pay a surcharge to reflect additional mailing costs incurred by the SOCIETY in providing delivery of the official organ of the SOCIETY. The method of setting this surcharge shall be defined in SOCIETY Regulations. The surcharge shall not be subject to the dues discounts provided elsewhere in these Bylaws. (11/02/02)

An allocation from dues revenue shall cover the printing and distribution cost of copies for all MEMBERS and Society Affiliates of the editorial portion of the official organ of the SOCIETY. The allocation shall be fixed by the Board of Directors, on recommendation of the Society Committee on Budget and Finance. The Board shall report the amount of the allocation through the Society Committee on Budget and Finance at the next Council meeting. (6/30/09)

The subscription term for the official organ shall correspond to the membership period. (11/2/02)

b. An annual allocation from SOCIETY funds equivalent to 20 percent of SOCIETY dues revenue applicable to the second preceding year shall be made to provide for financial support of Local Sections and Divisions. This allocation shall be divided between Local Sections and Divisions with 55 percent of the allocation for Local Section support and 45 percent of the allocation for Division support. (9/15/09)

c. All funds collected as SOCIETY dues revenue are obligated for Local Section and Division support use up to the amount of the allocation. The SOCIETY must distribute allocations to each Local Section and Division, unless a Local Section or Division is not in compliance with reporting requirements. Unclaimed allocations will stay in either the Local Section or Division fund pool for redistribution in the current year. The formula for such redistribution shall be at the discretion of the Committee on Local Section Activities or the Committee on Divisional Activities, respectively. (6/6/03)

d. A member of the SOCIETY who has accumulated at least thirty-five years of paid membership, who is retired from full-time professional employment, and is over seventy years of age, is eligible for emeritus status and upon request shall be given such status upon certification by the Executive Director. Such a member shall pay no membership dues, may receive upon annual request the official organ of the SOCIETY, and shall have all the privileges of membership that were held at the time of certification to emeritus status. (6/30/09)

All members who, prior to January 1, 1986, had accumulated thirty-five years of paid membership are eligible for emeritus status upon retirement from full-time professional employment or at seventy years of age. Such status shall be given following request by the member and certification by the Executive Director. (12/11/88)

e. A member who becomes totally disabled may be granted a dues waiver. To be eligible for a waiver, the member must have paid dues for at least ten years, have been disabled for at least one year, and furnish proof of the disability. The request for a waiver shall be made to the Executive Director annually upon receipt of the dues statement. The Committee on Membership Affairs, acting for the Council, shall resolve any member's appeal from adverse action on such a request. (5/7/76)

f. A person graduating with a bachelor's degree in a chemical science or in a related field of natural science, engineering, technology, or science education from an appropriately accredited educational institution, or one acceptable to the Admissions Committee, may apply for MEMBER status, by reclassification from STUDENT MEMBER or otherwise, and receive a half-year waiver of membership dues to begin at any time up to one year from the date of graduation. (6/30/09)

g. A member who has accumulated at least 30 years of paid membership and is retired from full-time professional employment shall, upon request to the Executive Director and affirmation of such status, be entitled to a discount of one-half the membership dues for each year beginning on the member's anniversary date, and shall receive the official organ of the SOCIETY upon annual request. (10/4/99)

All members who, prior to January 1, 1986, had accumulated at least 25 years of paid membership shall be entitled to this privilege upon retirement from full-time professional employment. (9/21/90)

Bylaws (B)

h. A member who is serving actively in the Armed Forces of the United States of America or in another area of national service on temporary full-time duty of not less than one year nor more than four years may, upon request to the Executive Director with affirmation of such status, be entitled to a discount of one-half of the membership dues for each year of such service beginning on the member's anniversary date. (10/4/99)

i. Student Discounts

(1) A STUDENT MEMBER, upon affirmation to the Executive Director of qualification for such status, shall be entitled to a discount of five-sixths of the membership dues. The dues so determined shall be rounded to the nearest whole dollar amount. A STUDENT MEMBER shall receive electronic access to the official organ of the SOCIETY. A STUDENT MEMBER wishing to receive a printed copy of the official organ shall pay an additional sum equal to one-half of the calculated per member amount of the allocation to the official organ described elsewhere in this Bylaw, rounded to the nearest whole dollar amount. (6/30/09)

(2) A member who is a graduate student majoring in a chemical science or in a related field of natural science, engineering, technology, or science education at an appropriately accredited educational institution, shall be entitled to a discount of one-half of the membership dues so long as the student is doing full-time graduate work. "Full-time" is to represent any combination of course work, research work, and teaching that the institution considers a full-time load. (6/30/09)

The Admissions Committee shall have the power to interpret and apply these requirements, with the advice of the Society Committee on Education. (9/23/83)

j. Upon request from a member who is the spouse of a member, one of the two, with affirmation of their status to the Executive Director, shall be entitled to a reduction in membership dues equal to the prior year's per-member allocation from dues revenue for the official organ of the SOCIETY in lieu of one subscription. (9/24/93)

k. After one year of paid membership, a member who is unemployed and is seeking full-time professional employment, upon request to the Executive Director and affirmation of such status, shall be entitled to a waiver of membership dues. Such annual waiver shall commence on the member's anniversary date and may be renewed for a second year so long as this status is reaffirmed. This provision may be invoked again only after a period of full-time professional employment. (10/4/99)

l. After one year of paid membership, a member who has elected to discontinue full-time professional employment because of long-term obligations as a family-care provider, upon request to the Executive Director and affirmation of such status, shall be entitled to a discount of one-half of the membership dues. Such discount shall commence on the member's anniversary date and may be continued for up to an additional two years so long as this status is affirmed annually. This provision may be invoked again only after a period of full-time professional employment. (10/4/99)

**Sec. 4.**

a. At the request of any Local Section the SOCIETY bill to each member in that Local Section shall include the voluntary Local Section dues. The Local Section shall have the option to waive or discount its dues for STUDENT MEMBERS. The SOCIETY shall remit receipts to Local Sections semi-annually. (9/15/09)

b. At the request of any Division the SOCIETY bill to each member in that Division shall include the Division dues. The Division shall have the option to waive or discount its dues for

STUDENT MEMBERS. The SOCIETY shall remit receipts to Divisions semi-annually. (9/15/09)

c. Division dues and voluntary Local Section dues collected by the SOCIETY from members electing a two-year or three-year SOCIETY dues period shall be two times or three times, respectively, the annual rates established for the first year of the period. It shall be the responsibility of a Local Section or Division to bill and collect any increases in dues that it may make applicable to the second or third year of a membership period. (9/15/09)

**Sec. 5.**

Adequate travel allowances to Directors for expenses incurred in attending to the business of the SOCIETY shall be paid by the SOCIETY.

**BYLAW XIV**

*(Constitution, Article XVI)*

**Amendments to the Bylaws**

**Section 1.**

Any petition for amendment of these Bylaws shall be subject to the same procedure as is specified in Article XVII, Section 1 and Sec.2,a-e, inclusive, for petitions for amendment of the Constitution. (11/12/79)

**Sec. 2.**

Each petition for amendment of the Bylaws shall require a two-thirds vote of the Council for approval. The Executive Director of the SOCIETY shall transmit the fact of each such approval to the Board of Directors for such action as may be provided by the Constitution of the SOCIETY. (11/23/71)