

Constitution and Bylaws of the Hendrix College Chapter of Student Affiliates of the American Chemical Society

Article I. Name

The name of this organization shall be the Hendrix College Chapter of Student Affiliates of the American Chemical Society.

Article II. Objects

The objects of this Chapter shall be (1) to afford an opportunity for the students of a chemical science to become better acquainted, (2) to secure the intellectual stimulation that arises from a professional association, (3) to obtain experience in preparing and presenting technical material before chemical audiences, (4) to foster a professional spirit among the members, (5) to instill a professional pride in the chemical sciences, and (6) to foster an awareness of the responsibilities and challenges of the modern chemist.

Article III. Membership

The membership of this organization shall be comprised of the Student Affiliates of the American Chemical Society and Associate Members of the American Chemical Society. Students who are not ACS Student Affiliates or Associate Members may be chapter members but may neither hold office nor have voting power.

Article IV. Officers

The officers of this Chapter shall be a President, a Vice-President, a Secretary, a Treasurer, a Social Chair, and an Outreach Chair, who shall constitute the Executive Committee. The officers shall all be Affiliates and shall be elected during the Spring term in the month of April from nominees chosen by the Executive Committee and faculty advisors. Additional nominations may be accepted from the floor. The new officers shall take office following the last official meeting of the Society and shall hold office for one year or until their successors are duly elected.

Article V. Duties of Officers

(A) The duties of the President shall be to preside over regular meetings, to call meetings of the Executive Committee, to coordinate with the Faculty Advisor, to reserve meeting locations, and miscellaneous tasks not assigned to other members of the Executive Committee.

(B) The duties of the Vice-President shall be to locate and contact prospective speakers for regular meetings, to make arrangements for their arrivals on the Hendrix Campus, and other duties as assigned by the President.

(C) The duties of the Secretary shall be to keep track of attendance, to contact students and professors about upcoming meetings (at least five days in advance), to draft the Annual Report to the Executive Secretary of the Society (described in Article X), and other duties as assigned by the President.

(D) The duties of the Treasurer shall be to keep track of the financial aspects of the Society and other duties as assigned by the President. This includes, but is not limited to, reimbursement to other members of the Society for expenses incurred on behalf of the Society, and the submission of a budget proposal to the Student Senate.

(E) The duty of the Social Chair shall be to provide refreshments at regular meetings and other duties as assigned by the President.

(F) The duties of the Outreach Chair shall be to locate and contact prospective persons or institutions associated with the education of minors with the goal of spreading knowledge of chemistry in the community, acquiring supplies for such activities, recruiting members for participation in such activities, and other duties as assigned by the President.

(G) The duties of the Executive Committee shall be to coordinate various activities of the Chapter, to lead by example, and other duties as assigned by the President.

Article VI. Faculty Advisor

At its annual election, the Executive Committee of the Chapter shall elect as its Faculty Advisor one faculty member who is a member of the American Chemical Society. The duties of the Advisor shall be to advise the Chapter both in its local activities and in its relations with the Society. The Advisor shall be kept informed of all Chapter activities and shall advise the Chapter on any policy matters.

Article VII. Professional Advisor

At its annual election, the Chapter may select as its Professional Advisor a non-faculty member of the American Chemical Society. This person shall assist the Chapter in its relations with the Local Section of the Society and with the industrial community.

Article VIII. Meetings and Activities

Regular meetings shall be held twice a month on Monday evenings between the hours of 6:00 and 7:00 PM. Additional meetings and special events may be arranged through the Executive Committee. There shall be at least two activities per semester including, but not limited to, National Chemistry Week celebration, outreach activities, and participation in the Alternative Christmas Fair.

Article IX. Dues

The annual dues of the American Chemical Society shall be sent individually to the Society. National dues are determined by the ACS and should be paid online at <http://www.chemistry.org/joinacs.html>. National membership is recommended for juniors and is required for seniors wishing to present research at the national meeting of the Society. Local dues of \$5.00 shall be collected annually by the Treasurer of the Chapter. Membership in the Chapter is limited to those who have paid local dues.

Article X. Annual Reports

This Chapter shall submit to the Executive Secretary of the Society an annual report of its activities no later than June 15 of each year. This report, which should be signed by the Secretary of the Chapter and the Faculty Advisor, shall include a statement of the meetings held during the college year, dates of each meeting, attendance, speakers, and subjects. It shall also include a list of the officers and the number of Affiliates and Associates of the Chapter roll.

Article XI. Amendments

These Bylaws may be amended by a two-thirds vote of the members, provided that the amendments shall have been proposed at least one meeting previous to the time of voting. Such amendments shall conform to the ACS regulations established for Student Affiliates Chapters as provided on the ACS website <http://www.chemistry.org>.