



***BYLAWS OF THE
INDIANA SECTION
OF THE
AMERICAN CHEMICAL SOCIETY**

**BYLAW I
Name**

This organization shall be known as the Indiana Section, hereinafter referred to as the “Section” of the American Chemical Society, hereinafter referred to as the “SOCIETY”.

**BYLAW II
Objects**

Section 1. The objects of the Section shall be to promote the objects of the SOCIETY, as stated in the Charter and Constitution of the SOCIETY, in the geographic area of the Section and in addition, to promote, individually or in cooperation with other Local Sections, regional activities consistent with the interests of the SOCIETY, and the local implementation of the SOCIETY activities and policies.

Section 2. Nothing in these bylaws shall be inconsistent with the Charter, Constitution, and Bylaws of the SOCIETY.

**BYLAW III
Territory and Headquarters**

The territory of the Section shall be that assigned to it by the SOCIETY. The headquarters of the Section shall be in Indianapolis, Indiana.

**BYLAW IV
Members and Affiliates**

***Effective June 7, 2011.** Approved, as amended, by the Committee on Constitution and Bylaws, acting for the Council of the AMERICAN CHEMICAL SOCIETY. (C&B: bylaws@acs.org; www.acs.org/bulletin5)

Section 1. The rolls of the Section shall include those MEMBERS, STUDENT MEMBERS, and Society Affiliates of the SOCIETY residing within the territory of the Section, provided that exceptions to this rule may be made in conformity with the Constitution and Bylaws of the SOCIETY.

Section 2. Any person who is not eligible for membership in the SOCIETY and is not a Society Affiliate but who is interested in the activities of the Section may become a Local Section Affiliate, as defined by the SOCIETY. Potential Section Affiliates may obtain an Affiliate Membership Application from the Secretary of the Section.

Section 3.

- a. MEMBERS, STUDENT MEMBERS, Society Affiliates, and Local Section Affiliates shall have such rights and privileges as are accorded them by the Constitution and Bylaws of the SOCIETY.
- b. STUDENT MEMBERS are entitled to all privileges of membership, including that of being elected as Executive Committee Members-at-Large of the Section. STUDENT MEMBERS may not hold other elective positions in the Section, including that of Councilor or of Alternate Councilor, and may not serve as a Temporary Substitute Councilor.
- c. Society Affiliates and Local Section Affiliates may not vote for or hold an elective position of the Section, vote on Articles of Incorporation or on bylaws of the Section, or serve as voting members of the Executive Committee.

BYLAW V Organization

Section 1. The officers of the Section shall be a Chair, a Chair-Elect, a Secretary, and a Treasurer. In the absence of the Chair, the Chair-Elect shall serve as Chair.

Section 2. The Section shall have Councilors and Alternate Councilors, as provided in the Constitution and Bylaws of the SOCIETY.

Section 3. The Section shall have an Executive Committee, which shall consist of the officers of the Section, the Immediate Past Chair, the Councilors, the Alternate Councilors, three members elected at large to be known as Executive Committee Members-at-Large, and the chairs of the standing committees provided for in these bylaws.

Section 4. The Chair shall preside at all meetings. In the absence of the Chair, the following succession shall preside at meetings of the Section or Executive Committee: the Chair-Elect, the Secretary, and then the Treasurer.

BYLAW VI
Publications

Section 1. The official publication of the Section shall be named *The Accelerator*, which shall serve as a news bulletin, including announcements of all meetings of the Section.

Section 2. *The Accelerator* shall be distributed to all members and affiliates of the Section.

Section 3. All matters relating to the publication of *The Accelerator* shall be the responsibility of the Editor and the Communications Committee, subject to approval by the Executive Committee.

BYLAW VII
Manner of Election and Terms of Office

Section 1. The elected officers of the Section shall serve for a term of one year beginning on January 1, or until their successors are elected and qualified. The Chair-Elect shall succeed to the office of Chair upon completion of the term of office.

Section 2. The Councilors and Alternate Councilors shall serve terms of office as provided in the Constitution and Bylaws of the SOCIETY.

Section 3. The elected Executive Committee Members-at-Large shall serve for a term of one year beginning on January 1, or until their successors are elected and qualified.

Section 4. The Chair shall appoint a Nominating Committee consisting of at least three members who shall select nominees for the offices of Chair-Elect, Secretary, Treasurer, Executive Committee Members-at-Large, Councilor, and Alternate Councilor. This Committee shall report its nominations for the various offices to the Section by August 1.

Section 5. Nominations may also be made by petition, provided that 25 MEMBERS and/or STUDENT MEMBERS have signed said petition. Petitions must be received by the Secretary no later than September 1.

Section 6. The annual elections shall be by ballot in accordance with the provisions of the Constitution and Bylaws of the SOCIETY. The balloting method used should be (1) fair and open to all members and provide for (2) anonymity, (3) protection against fraudulent balloting, (4) ballot archiving, and (5) timely reporting and archiving of results. The Secretary, or other designated officer of the Section, shall prepare an election ballot on which shall appear the names, in order chosen by lot, of all candidates nominated and found willing to serve. The ballot shall be distributed to the MEMBERS and STUDENT MEMBERS on or before October 1. All ballots must be received by the Secretary, or other designated officer of the Section, by November 1 in order to be counted.

Section 7. The Chair shall appoint three Tellers. The Secretary, or other designated officer of the Section, shall convey to the Tellers all ballots received by the deadline. The Tellers and the Secretary, or other designated officer of the Section, shall count the ballots thus received, on or

before November 7, using the list of membership of the Section provided by the Secretary to verify eligibility of all those voting. Any ballot not so validated shall be rejected.

Section 8. The nominee receiving the highest number of votes for each office shall be declared the elected candidate. In case of a tie vote for any of the elective offices, the Executive Committee shall make the final selection from among those tied.

Section 9. In the event of a vacancy in the office of Chair, the Chair-Elect shall assume the duties of the Chair for the unexpired term. All other vacancies, except that of Councilors and Alternate Councilors, shall be filled by the Executive Committee by interim appointment for the period up to the next annual election. In the event the office of Chair-Elect is filled by such interim appointment, the Section shall elect both a Chair and Chair-Elect at its annual election. Vacancies in the offices of Councilor or Alternate Councilor shall be filled by the Executive Committee by interim appointment of a MEMBER for a period up to the next annual election. At that time, the membership will elect a MEMBER to fill out the unexpired term of the Councilor or Alternate Councilor, if such exists.

BYLAW VIII

Duties of the Officers and Executive Committee

Section 1. The duties of the officers shall be those customarily performed by such officers together with those prescribed by the Constitution and Bylaws of the SOCIETY and these bylaws, and such other duties as may be assigned from time to time by the Executive Committee.

Section 2. The Chair of the Section shall serve as Chair of the Executive Committee and shall appoint all committees authorized in these bylaws or by the Executive Committee.

Section 3. The Chair shall appoint an Editor of *The Accelerator* together with such assistants as may be deemed necessary for a period of one year, with such appointments to be subject to confirmation by the Executive Committee.

Section 4. The Secretary shall keep a record of the proceedings of the Section and of the Executive Committee, maintain a list of MEMBERS, STUDENT MEMBERS, Society Affiliates, and Local Section Affiliates, notify all members and affiliates of all meetings of the Section, and carry out the duties of that position as outlined in the Constitution and Bylaws of the SOCIETY and elsewhere in these bylaws.

Section 5. The Treasurer shall have charge of the funds of the Section, shall keep an accurate record of all receipts and disbursements, collect dues, and make all disbursements approved by the Executive Committee. The Treasurer shall have all bills not budgeted approved by the Executive Committee. The Treasurer shall render an account of all transactions and of the financial condition of the Section to the Executive Committee at times set by the Committee, and shall submit such reports as are required by the Constitution and Bylaws of the SOCIETY. The Treasurer shall furnish to the Section such bond as may be required by the Executive Committee to guarantee the faithful performance of the above duties, with the expense of the bond to be borne by the Section.

Section 6.

- a. The Executive Committee shall be the governing body of the Section and as such shall have full power to conduct, manage, and direct the business and affairs of the Section in accordance with the Constitution and Bylaws of the SOCIETY and these bylaws.
- b. The Executive Committee may authorize such sums for clerical assistance for the various officers as it deems necessary.
- c. The Executive Committee may authorize the payment of transportation and hotel expenses of official delegates of the Section on authorized Section business.

BYLAW IX
Standing Committees

The Chair shall appoint the following Standing Committees: Awards, Budget, Communications, Education, Membership, Nominating, Program, Publicity, and any other such committees as are deemed necessary by the Executive Committee.

BYLAW X
Meetings

Section 1. The Section shall hold a number of scheduled meetings consistent with the best interests of its members as defined by the Executive Committee, provided this number is not fewer than three meetings per year. These meetings will be held at times and places arranged by the Program Committee and approved by the Executive Committee.

Section 2. The Section may hold special meetings at the call of the Executive Committee or at the request of 20 percent of the members of the Section. The notices of special meetings shall state the exact nature of the business to be transacted and no other business shall transpire at said meetings. A quorum for all special meetings shall consist of five percent of the membership of the Section.

Section 3. Due notice of all business meetings of the Section shall be distributed to each member of the Section. A quorum for all such business meetings shall consist of five percent of the membership of the Section.

Section 4. The Executive Committee shall meet upon due notice to its members at the call of the Chair or at the request of a majority of the members of the Committee. A quorum shall be 40 percent of the members of the Committee. Any member of the Section shall be privileged to attend any meeting of the Executive Committee.

Section 5. The most recent edition of *Robert's Rules of Order Newly Revised* shall be the parliamentary authority for all matters not covered in these bylaws or in the SOCIETY's documents.

BYLAW XI

Dues

Section 1. The annual dues of the Local Section Affiliates shall be set by the Executive Committee in accordance with the Constitution and Bylaws of the SOCIETY. Failure to pay such dues in advance shall automatically terminate the affiliation.

Section 2. The Local Section dues for the Section members and Society Affiliates shall be set by the Executive Committee. Payment of such dues shall be voluntary.

BYLAW XII

Indiana Section Award

Section 1. The Section shall sponsor an award to be known as the Indiana Section Award.

Section 2. The recipient must be a member of the Section who has contributed outstanding service to the Section.

Section 3. The Award will be presented as a plaque at the annual Awards Dinner of the Section. However, in a given year, no Award need be given if a worthy recipient is not identified.

Section 4. The Awards Committee will review possible candidates for the Award and select a worthy recipient, if any, for presentation to the Executive Committee for ratification.

BYLAW XIII

Amendments

Section 1. Proposed amendments to these bylaws must first be submitted to the Executive Committee in writing and signed by not less than 10 members of the Section. The Executive Committee shall consider the proposal at its next regular meeting and report at the following monthly meeting of the Section. The Secretary shall furnish all members of the Section with summaries of the proposed amendment together with a report of the Executive Committee at the time when notice of the next monthly meeting of the Section is given. Complete copies of the proposed amendment shall be furnished to any member of the Section upon request.

Section 2. At the first scheduled meeting of the Section after notice of the proposed amendment is given, the amendment may be adopted by three-fourths (3/4) of the votes of the members present. Alternatively, members may submit votes on the amendment using an electronic procedure described at the time when notice of the proposed amendment is given. If an electronic

procedure is used, the amendment may be adopted if approved by three-fourths (3/4) of the members voting.

Section 3. The amendment shall become effective upon approval by the Committee on Constitution and Bylaws, acting for the Council of the SOCIETY, unless a later date is specified.

BYLAW XIV
Dissolution of the Section

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.