BAKERSFIELD COLLEGE

AMERICAN CHEMICAL SOCIETY STUDENT CHAPTER BYLAWS

Article I. Name

The name of this organization shall be the Bakersfield College Student chapter of the American Chemical Society.

Article II. Objective

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

Article III. Chapter Advisor

The Chapter at its annual election shall announce a faculty member/s who is a member of the American Chemical Society to act as Chapter Advisor/s. The Chapter Advisor/s duties shall be to advise the Chapter in both ACS activities and in its relations with the Society. The Chapter Advisor shall be kept informed of all Chapter activities and shall advise the Chapter on any policy matters.

Article IV. Executive Committee

The Executive Committee shall consist of all the elected officers of the Chapter

A ¾ vote of the Executive Committee, with the approval of the Chapter Advisor shall be necessary to pass any item of business which has been referred to the Executive Committee.

Article V. Meetings

Chapter meetings will be held with a frequency of no less than twice a month.

Officer meetings will be held no less than once a month.

Special meetings may be called by the advisor/s or by any member of the Executive Committee with the permission of the Chapter Advisor.

Article VI. Officers

The officers of this Chapter shall be known as:

1. President
2. Vice President
3. Secretary
4. Treasurer
5. Fundraising Coordinator
6. Research and Experiment Coordinator
7. Inter-Club Council representative
8. Historian

The officers shall be elected at the first meeting of each fall semester. They shall take office immediately once elected and shall hold office for one year or until their successors are duly elected.

All officers are required to be members of the American Chemical Society and are required to show proof within two weeks of officer elections. In the event the membership obligation is not fulfilled, the officer-elect must forfeit their position.

Potential officers must be nominated by one or more Chapter members and receive the majority vote determined by secret ballot count.

If an office becomes vacant due to an officer resignation or removal from office, a special election shall be held to fill the office as soon as possible during the same semester.

A person may be removed from office for not fulfilling the designated duties of their office as set in this Chapter’s bylaws.

In order to remove a person from office for failure to perform the duties of office, the person must be notified of their of the process, the Executive Committee must approve the action and the Chapter Advisors must give final approval to the action.

Article VII. Officer Duties

DUTIES OF THE PRESIDENT

The president will oversee all events which the Chapter sponsors. He/she will run all meetings and provide an agenda for each meeting. The president is responsible for ensuring that each officer does his or her duties in a manner that benefits all members of the club. The president is also responsible for scheduling and coordinating all officer meetings.

DUTIES OF THE VICE PRESIDENT

The vice president shall stand in for the president in his or her absence. He/she will collaborate with the appropriate officers in the planning, organization, and publication of Chapter activities. The vice president shall be responsible for organizing activity committees for said activities.

DUTIES OF THE SECRETARY

The secretary is responsible for taking the minutes at each meeting and providing biweekly copies of the minutes to each member and advisor. He/she writes, duplicates, and distributes all needed information to members and advisor of the Chapter.

DUTIES OF THE TREASURER

The treasurer works out a budget for each semester and each activity. He/she will also give a budget report at the beginning of each meeting. The treasurer is responsible for expense envelopes and requisition, and will also confer with the Chapter Advisor regarding expense envelopes and money expenditures.
DUTIES OF THE FUNDRAISING COORDINATOR

It shall be the responsibility of the fundraising coordinator to actively seek out and research possible fundraising activities for the Chapter. He/she will assemble committees for said fundraising project upon receiving approval from the Chapter Advisor and receiving a ¾ vote in favor of the activity by the Executive Committee.

DUTIES OF THE RESEARCH AND EXPERIMENT COORDINATOR

The research and experiment coordinator will review all experiments and chemistry related demonstrations made by the members of the Chapter. He/she will work directly with the Chapter Advisor towards research and development of any approved experiments or demonstrations.

DUTIES OF THE INTER-CLUB COUNCIL REPRESENTATIVE

The SGA Inter-Club Council representative must attend all SGA Rep meetings and relay any information involving club and college activities. He/she will also work towards coordinating activities with other Bakersfield College clubs.

DUTIES OF THE HISTORIAN

The historian is responsible for taking photographs of all Chapter events/activities and organizing them into a Chapter photo album. He/she will be charged with communicating and Chapter events or projects to the Bakersfield College newspaper. The historian is also responsible for contributing to social media updates of events, projects, and fundraisers.

ARTICLE VIII

Amendments

These bylaws may be amended by a 2/3 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 confirm to the ACS regulations established for ACS student chapters.