



***BYLAWS OF THE
CENTRAL NEW MEXICO SECTION
OF THE
AMERICAN CHEMICAL SOCIETY**

Bylaw I. Name

The name of this organization shall be the Central New Mexico Section (hereinafter referred to as “the Section”) of the AMERICAN CHEMICAL SOCIETY (hereinafter referred to as “the SOCIETY”).

Bylaw II. Objects

Sec. 1. The objects of the Section shall be those of the SOCIETY as stated in the Constitution of the SOCIETY.

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

Bylaw III. Territory.

The territory of the Section shall be that assigned to it by the Council of the SOCIETY.

Bylaw IV. Members and Affiliates

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

Sec. 2. The Section may have Local Section Affiliates as authorized in the Constitution and Bylaws of the SOCIETY.

***Effective May 22, 1993.** Approved, as amended, by the Committee on Constitution and Bylaws, acting for the Council of the AMERICAN CHEMICAL SOCIETY.

Sec. 3. MEMBERS, ASSOCIATE MEMBERS, National Affiliates, and Local Section Affiliates shall have such rights and privileges as are accorded them by the Constitution and Bylaws of the SOCIETY. National Affiliates and Local Section Affiliates may not vote for or hold an elective position of the Section, vote on Articles of Incorporation or bylaws of the Section, or serve as voting members of the Executive Committee.

Bylaw V. Organization

Sec. 1. The officers of the Section shall be a Chair, a Chair-Elect, a Secretary, and a Treasurer. The offices of Secretary and Treasurer may be held by the same person.

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

Sec. 3. The Executive Committee shall consist of the officers of the Section, the Immediate Past Chair, the Councilors, the Alternate Councilors, and three Advisors.

Sec. 4. All officers, the Councilors, the Alternate Councilors, and the Advisors shall be chosen from the Section MEMBERS.

Bylaw VI. Manner of Election and Terms of Office

Sec. 1. The officers of the Section shall be elected by the members, shall take office on January 1, and shall hold office for one year, or until their successors qualify. Upon completion of the Chair's term of office, the Chair-Elect shall succeed to the office of Chair.

Sec. 2a. The Executive Committee shall appoint, on or before September 1, a Nominating Committee consisting of a Chair and two members. The Chair of the Nominating Committee shall be the Immediate Past Chair of the Section.

Sec. 2b. It shall be the duty of the Nominating Committee to nominate at least two nominees for each officer position and for each Advisor position, and to report the list of nominees to the Secretary before October 1. Nominations for each officer, Councilor, or Advisor may also be made by petition, requiring the signatures of five members. Petitions shall be delivered to the Secretary not later than September 20. At the discretion of the Nominating Committee, a petition candidate may be either reported as one of the nominations required of the Nominating Committee or added to the list of nominations made by the committee. In the event that an individual is nominated to more than one position the candidate shall be so informed and given the choice of nomination.

Sec. 2c. The Councilors and Alternate Councilors shall be elected on a common mail ballot according to the following procedure: If "n" Councilor and Alternate Councilor positions are to be filled, the Nominating Committee shall prepare a list of at least "2n+1" nominees to be

submitted to the membership. After the ballots are counted, the candidates' names shall be arranged in the order of numbers of votes; the first "n" persons from the top of the list shall be declared elected as Councilors, the next "n" shall be Alternate Councilors. The terms of office shall be three years, beginning on January 1, the terms to be staggered as provided in the Constitution and Bylaws of the SOCIETY.

Sec. 3a. The Secretary shall prepare official ballots, and shall mail them to all MEMBERS and ASSOCIATE MEMBERS by October 10. The ballot mailing shall include a deadline for return of ballots which shall be at least three weeks after the date of mailing.

Sec. 3b. Only votes by official ballot shall be accepted, and such ballots shall be addressed to the Secretary. No ballot shall be accepted after midnight October 31, except those ballots received through the mails which are postmarked not later than midnight October 31.

Sec. 3c. The manner by which the ballots are executed and the elections are conducted shall be determined by the Executive Committee, within the specifications set forth in these bylaws.

Sec. 3d. Officers and Advisors shall be elected by a plurality of the votes cast.

Sec. 3e. The Secretary shall publish the results of the election to all members no later than the December meeting.

Sec. 4. In the event of a vacancy in the office of Chair, the Chair-Elect shall assume the added duties of the Chair for the unexpired term. If a Councilor position becomes vacant, it shall be filled by an Alternate Councilor, as determined by the Executive Committee. All other vacancies shall be filled by the Executive Committee by interim appointment for the period up to the next annual election, at which time the Section shall choose a MEMBER to complete the unexpired term. In the event that the office of Chair-Elect is filled by such interim appointment, the Section shall elect both a Chair and a Chair-Elect at its next annual election.

Bylaw VII. Duties of Officers and of the Executive Committee

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

Sec. 2. The Chair of the Section shall serve as Chair of the Executive Committee and shall appoint all committee chairs except that of the Nominating Committee, as authorized by these bylaws or by the Executive Committee.

Sec. 3. 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 affairs of the Section in accordance with the Constitution and Bylaws of the SOCIETY and these bylaws.

Sec. 4. The Executive Committee, with a 2/3 majority, may replace any officer for cause.

Bylaw VIII. Committees

Sec. 1. All committee chairs shall report all actions to the Executive Committee in a timely manner.

Sec. 2a. There shall be an Awards Committee, consisting of three members. This committee shall canvass the membership for nominations for the biennial John Dustin Clark award and shall determine whether any suitable candidate has been nominated. The Committee shall recommend to the Executive Committee its choice of awardee from among the nominations, and perform any functions connected thereto.

Sec. 2b. The Awards Committee shall also manage any other awards, such as for outstanding students or teachers, that the Executive Committee may authorize.

Sec. 3. The Program Committee shall be chaired by the Chair of the Section. The chief function of the Committee shall be to arrange programs for all the program meetings. The Chair of the Section may appoint others to the Program Committee if desired.

Sec. 4. A Publicity Committee shall be established. Its function shall be to communicate to the membership any items of general interest. The Committee shall send reports of special events, such as the presentation of awards, to the editor of Chemical & Engineering News and to the local news media.

Sec. 5. The Executive Committee shall appoint annually an Audit Committee to inspect the books of the Section; the Audit Committee shall not include the Treasurer of the Section.

Sec. 6. The Executive Committee may authorize the formation of other committees as needed to carry out the functions of the Section. The Chair of the Section is an *ex officio* member of all committees, except the Nominating and Audit Committees.

Bylaw IX. Meetings

Sec. 1. There shall be six or more program meetings of the Section each year. The January meeting shall be designated as the Annual Meeting. No business shall ordinarily be conducted at program meetings other than the Annual Meeting.

Sec. 2. A quorum for the conduct of business (not including the program) at the Annual Meeting shall be twenty-five (25) members. The order of business at the Annual Meeting shall be: Reports of Officers, Reports of Committees, Old Business, and New Business, followed by a technical program. The order of business may be suspended by a majority vote of the members present.

Sec. 3. A special business meeting of the Section can be called by petition signed by at least ten members. Such a meeting shall be advertised in advance to the membership, and cannot be quashed by the Executive Committee or by any officer.

Sec. 4. The Executive Committee shall meet at least twice during the year, once being immediately preceding the Annual Meeting. A quorum for the conduct of business at any meeting shall be a majority of the members of the Committee, including either the Chair or Chair-Elect. Special meetings of the Executive Committee may be called at the discretion of the Chair, or in the absence of the Chair, of the Chair-Elect, or at the request of two (2) members of the Executive Committee. Either the Chair or the Chair-Elect shall be present, and shall preside, at each meeting of the Executive Committee.

Bylaw X. Finance

Sec. 1. In December of each year the Treasurer, in collaboration with the Treasurer-designate for the following year, shall prepare a budget outlining the anticipated receipt and disbursement of funds during the following term of office. The budget shall be submitted to the Executive Committee for approval at its January meeting.

Sec. 2. The Treasurer shall confine expenditures to the terms of the approved budget. The Executive Committee is empowered to revise the budget.

Sec. 3. Dues may be set by a two-thirds vote of the members present at the Annual Meeting, but such dues must not be considered mandatory. Before a final vote to adopt or change the dues is taken, a written notice of the proposed action shall be sent to each member at least ten days in advance of the meeting.

Sec. 4. The Treasurer shall submit all financial reports to the Executive Committee for approval before publication.

Sec. 5. The Executive committee shall present the Treasurer's report to the members either at a business meeting or by a newsletter.

Bylaw XI. Amendments

Sec. 1. Amendments to these bylaws shall be initiated only by a letter of petition signed by five members, addressed to the Executive Committee. The Executive Committee shall study the petition and prepare a recommendation for action within three months of receiving the petition.

Sec. 2. At the next meeting of the Section following the Executive Committee action, the Secretary shall read the petition and the proposed amendment, together with the Executive Committee's recommendation. If it be decided by a majority at the meeting that the proposed amendment has sufficient merit to be voted on by the Section, the Secretary shall send a ballot

and a copy of the proposed amendments to each member of the Section. The ballots shall be mailed within fourteen (14) days after the action by the meeting. Only those ballots returned to the Secretary or postmarked within twenty-one (21) days after mailing shall be valid. If the amendment is approved by two-thirds of the members voting, it shall be forwarded to the Executive Director of the SOCIETY, and shall become effective upon approval by the Committee on Constitution and Bylaws, acting for the Council, unless a later date is specified.

Bylaw XII. Dissolution of the Section

Upon the dissolution of the Section, any assets of the Section remaining thereafter shall be conveyed to such organization then existent, within or without the territory of the Section, 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 Executive Committee of the 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.