ORIGINAl

FOR COUNCIL ACTION

Petition to Harmonize Committee Structures, Processes, and Terms
(AMENDMENTS TO THE STANDING RULES)

Standing Rule I, Sec. 1
Standing Rule II, Sec. 1, 2, 3
Standing Rule III, Sec. 1, 2, 3
Standing Rule IV, Sec. 1
Standing Rule V, Sec. 2
Standing Rule VIII, Sec. 1, 2, 3, 4, 5
Standing Rule IX, Sec. 4

Petition

We, the undersigned voting members of the American Chemical Society’s Committee on Committees, hereby petition to amend the SOCIETY’s Standing Rules as follows (additions underlined; deletions struck through):

STANDING RULE I
Membership Function

Section 1.

... c. The Committee on Membership Affairs is a Standing Society Committee of the Council, as described elsewhere in these Standing Rules.

STANDING RULE II
Council Executive Function

Section 1.

... h. 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 Chairs of the following each Society Committees shall have all the privileges of membership on the Council Policy Committee except that of voting: Budget and Finance, Committees, Constitution and Bylaws, Divisional Activities, Economic and Professional Affairs, Education, Local Section Activities, Meetings and Expositions, Membership Affairs, and Nominations and Elections.

... Sec. 2.
Composition of Council
a. The President and the Secretary of the SOCIETY shall be the President and the Secretary, respectively, of the Council, and the President shall serve as the presiding officer of the Council. There shall be Society Committees as provided elsewhere in these Standing Rules, to aid both the Council and the Board of Directors, in the performance of their functions. Society Committees shall report to the Council...
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or the Council and the Board of Directors. Society Committees shall be composed of voting Councilors, including Directors, and may, when deemed appropriate, include other members of the SOCIETY, as provided elsewhere in these Standing Rules.

Sec. 34
Meetings of the Council

Sec. 4.
Society Committees of the Council

The Council—SOCIETY—shall have the following committees (hereinafter referred to as “Society Committees”) with the duties as described below and elsewhere in these Standing Rules:

a. Society Committees Reporting Only to the Council

(1) Committee on Analytical Reagents
(2) Committee on Committees (elected)
(3) Committee on Constitution and Bylaws
(4) Committee on Divisional Activities
(5) Committee on Economic and Professional Affairs
(6) Committee on Ethics
(7) Committee on Local Section Activities
(8) Committee on Meetings and Expositions
(9) Committee on Membership Affairs
(10) Committee on Nomenclature, Terminology, and Symbols
(11) Committee on Nominations and Elections (elected)
(12) Council Policy Committee (elected)
(13) Committee on Project SEED
(14) Committee on Technician Affairs

b. Society Committees Reporting to the Council and the Board of Directors

(1) Budget and Finance
(2) Chemical Safety
(3) Chemistry and Public Affairs
(4) Chemists with Disabilities
(5) Community Activities
(6) Education
(7) Environmental Improvement
(8) International Activities
(9) Minority Affairs
(10) Patents and Related Matters
(11) Professional Training
(12) Public Relations and Communications
(13) Publications
(14) Science
(15) Senior Chemists
(16) Women Chemists
(17) Younger Chemists

a-c. Elected Society Committees of the Council that are elected
(1) The Council shall elect the following committees as described below and elsewhere in these Standing Rules:
   (a) Council Policy Committee
   (b) Committee on Nominations and Elections
   (c) Committee on Committees.

(2)
   (a) For the Council Policy Committee, the President shall serve as Chair of the Council Policy Committee and the Secretary of the SOCIETY shall serve as Secretary ex officio.

   (b) The Committee on Nominations and Elections shall elect its Chair and Secretary from its own membership.

   (c) The Committee on Committees shall elect its Chair and Secretary from among its own membership. The President-Elect shall serve as a member ex officio.

b. Standing Committees of the Council
(1)
   (a) Committee on Membership Affairs
   (b) Committee on Meetings and Expositions
   (c) Committee on Divisional Activities
   (d) Committee on Local Section Activities
   (e) Committee on Economic and Professional Affairs
   (f) Committee on Constitution and Bylaws

(2)
   (a) The Council shall provide for such Standing Committees, composed wholly of voting Councilors, as it deems necessary to explore all matters in which the Council has an interest.

   (b) 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 official record.

   (c) 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.

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

   (e) 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.

   (f) 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.

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

   (h) 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.

c. Other Committees of the Council
(1)
   (a) Committee on Analytical Reagents
   (b) Committee on Ethics
   (c) Committee on Nomenclature, Terminology, and Symbols
   (d) Committee on Project SEED
   (e) Committee on Technician Affairs
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(2)

(a) The Council may provide for Other Committees, members of which need not be Councilors, to consider and report upon SOCIETY matters within the Council’s jurisdiction. 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 determine to be appropriate. 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.

(b) 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.

(c) 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.

(d) 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.

(e) 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.

d. Society Committees

(1)

(a) Committee on Budget and Finance

(b) Committee on Education

(2)

(a) There shall be Society Committees as provided elsewhere in these Standing Rules to aid both the Council and the Board of Directors in the performance of their functions. Society Committees shall be composed of voting Councilors, including Directors, and may, when deemed appropriate, include other members of the Society, as provided in the Bylaws.

(b) 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.

(c) The Chair of each Society 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 the same Committee. However, a Chair shall continue to serve until a successor has been appointed.

(d) Each Society Committee annually shall elect one of its members to serve as Vice-Chair.

(e) 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.

(f) 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.

(g) Each Society Committee shall consist of not fewer than twelve and not more than twenty members.
(h) Appointees shall be selected such that a majority of the members are qualified voting Councilors.

e. Joint Board-Council Committees

These committees and their duties are listed elsewhere in these Standing Rules.

(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.

(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) 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.

(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.

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

f. All Committees shall report in the manner provided in these Standing Rules.

Sec. 25.

Committee Appointments, Terms, and Composition

a. The President, with the advice of the Committee on Committees, shall appoint the members and the Chair of each Society Committee that reports only to the Council and is not a committee that is elected. The President shall fill any vacancies in these committees by appointment. The President and the Chair of the Board of Directors, with the advice of the Committee on Committees, jointly shall appoint the members and the Chair of each Society Committee that reports to both the Council and the Board of Directors. The President and the Chair of the Board of Directors jointly shall fill any vacancies by appointment.

b. Members of Society Committees shall be members of the SOCIETY, unless the appointing officer(s) decide to make an exception. In making appointments, the President will ensure that Councilors are well represented among the members of Society Committees. Society Committees that are elected shall consist of only Councilors.

c. The terms for a member of a Society Committee shall be three calendar years. A member of a Society Committee shall be eligible to serve two successive three-year terms on the same committee. Service for at least 18 months shall constitute a full term for the purpose of this term limit. The term
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of the Chair of a Society Committee shall be one calendar year. The Chair shall be limited to three
successive one-year terms on the same committee. If the Chair is initially appointed for a partial term
of more than six months, the Chair is eligible thereafter to serve only two successive one-year terms.

d. Associates and consultants may be appointed for one-year terms on Society Committees in
the same manner as members are appointed. They may be reappointed.

e. At any time the President, or jointly the President and the Chair of the Board of Directors
for committees that report to both, may remove a Society Committee chair, member, associate, or
consultant for cause.

f. Appointments shall be made so that each Society Committee consists of not fewer than twelve
and not more than twenty members, unless the appointing officer(s) decide to make an exception on
recommendation from the Committee on Committees.

g. A Society Committee shall both provide a written report for the Council agenda and give an
oral report to Council at least once per year; however, Society Committees that are elected shall
provide both a written and oral report at each meeting of the Council.

h. The Committee on Committees shall review each Society Committee, except for those that
are elected, not less often than every five years and shall advise the Council and the Board of Directors
on its continuance.

Sec. 6.
Society Committee Meetings

a. Meetings of Society Committees, with the approval of the committee chair, may be held by
means of electronic communications technology that permits those in attendance to hear or read the
proceedings substantially concurrently with their occurrence, and for members to vote as needed.
Society Committee associates and consultants are not eligible to vote.

b. 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 before appropriate action is taken. To accomplish this, each
Society Committee shall hold at least two open and two executive meetings during each national meeting
of the SOCIETY at which the Council meets, each year, and well before the date of these meetings shall
publicize the meeting date and time and major topics to be discussed and the time and place of the open
meeting. Except for routine matters or those requiring immediate action, no Society Committee
recommendation shall be presented for Council action until the topic has been discussed at a one of the
committee’s previous in open meetings, national meeting of the SOCIETY at which 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.

c. A quorum for a Society Committee meeting is a majority of its voting members.

h. Eligibility

Except as otherwise provided in these Standing Rules, 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.

i. Size of Council-Related SOCIETY Bodies
The Council shall set the size of the Council-related SOCIETY bodies within limits set elsewhere in these Standing Rules, upon advice of the Committee on Committees, and with the concurrence of the Board on the size of those which are also Board-related.

j. Vacancies on Council-Related SOCIETY Bodies

Except as provided elsewhere in these Standing Rules, 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.

Sec. 75.
Dues
...

Sec. 86.
  Student Chapters
...

STANDING RULE III
Committees Function

Section 1.
...
  b. The duties of the Committee on Committees…
...
(5) appoint members to fill vacancies that have existed longer than sixty days on the Council-related SOCIETY bodies whose members or chairs are normally appointed by the President; and
...

Sec. 2.
The Committee on Committees is an Elected Society Committee of the Council, whose members are elected by Council as follows, as described elsewhere in these Standing Rules.

Sec. 3.
  a. The Committee on Committees shall be composed of the President-Elect, as provided elsewhere in these Standing rules, and fifteen elected members who must qualify as voting Councilors.
  b. Sec. 4. 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. Nominations for membership on the Committee on Committees may also be made by petition of 25 Councilors.

Sec. 53.
No elected Councilor shall serve more than two successive terms of three years each on the Committee on Committees.

Sec. 6.
Each year the Committee on Committees shall elect a Chair and a Secretary from its membership.

Sec. 74.
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.

Sec. 85.
Any vacancy on the Committee on Committees shall be filled by the Council.

**Sec. 9.**

The Council shall elect the Committee on Committees, on which the President-Elect shall serve as a member ex officio. The Committee shall elect its Chair from among its own membership.

### STANDING RULE IV

#### Elections Function

**Sec. 1.**

... 

**Sec. 2.**

Note: the text in Sec. 2 was moved from Sec. 1 and renumbered.

c.-The Committee on Nominations and Elections is an **Elected Society** Committee of the Council, whose members are elected by Council as follows: described elsewhere in these Standing Rules.

d.-The Committee on Nominations and Elections shall be composed of fifteen voting Councilors.

b. (1) 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. Nominations for membership on the Committee on Nominations and Elections may also be made by petition of 25 Councilors.

Sec. 3. (2) No Councilor shall serve more than two successive terms of three years each on the Committee on Nominations and Elections.

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

... 

Note: subsequent sections remain and are renumbered.

### STANDING RULE V

#### Governing Documents Function

... 

**Sec. 2.**

The Committee on Constitution and Bylaws is a **Standing Society** Committee of the Council, as described elsewhere in these Standing Rules.

... 

### STANDING RULE VIII

#### Duties of Society Committees

**Sec. 1.**

a. **Duties of Committees that Report Only to the Council (some duties are listed elsewhere in the Standing Rules as noted below)**

(1) Committee on Analytical Reagents

This committee is involved with setting standards for, and establishing approved analytical procedures for determining the purity of, chemical reagents sold by commercial companies. The committee...
meets in Washington, D.C. twice annually and discusses modifications to procedures and additions to the list of reagents considered. The committee creates and revises analytical procedures and the reagents list. The committee’s work leads to periodic revision of the publication, *Reagent Chemicals: Specifications and Procedures*. The present committee may include representatives of commercial chemical manufacturers, standards organizations, and users of chemical reagents.

(2) Committee on Committees *(duties are listed elsewhere)*

(3) Committee on Constitution and Bylaws *(duties are listed elsewhere)*

(4) Committee on Divisional Activities *(duties are listed elsewhere)*

(5) Committee on Economic and Professional Affairs

…

(6) Committee on Ethics

…

(7) Committee on Local Section Activities *(duties are listed elsewhere)*

(8) Committee on Meetings and Expositions *(duties are listed elsewhere)*

(9) Committee on Membership Affair *(duties are listed elsewhere)*

(10) Committee on Nomenclature, Terminology, and Symbols

…

(11) Committee on Nominations and Elections *(duties are listed elsewhere)*

(12) Council Policy Committee (elected) *(duties are listed elsewhere)*

(13) Committee on Project SEED

…

(14) Committee on Technician Affairs

…

b. **Duties of Committees that Report to both the Council and the Board of Directors**

(1) **Budget and Finance**

…

| Note: there are no changes to the duties of the committees that report to both the Council and the Board of Directors; see the list in Standing Rule II. |

Section 1.

Elected Committees of the Council (the duties are listed elsewhere)

a. Council Policy Committee

b. Committee on Nominations and Elections

c. Committee on Committees

Sec. 2.

Standing Committees of the Council (except as noted below, the duties are listed elsewhere)

a. Committee on Membership Affairs

b. Committee on Meetings and Expositions

c. Committee on Divisional Activities

d. Committee on Local Section Activities

e. Committee on Constitution and Bylaws

f. Committee on Economic and Professional Affairs
Sec. 3.
Other Committees of the Council
a. Committee on Analytical Reagents
b. Committee on Ethics
c. Committee on Nomenclature, Terminology, and Symbols
d. Committee on Project SEED
e. Committee on Technician Affairs

Sec. 4.
SOCIETY Committees
a. Committee on Budget and Finance
b. Committee on Education

Sec. 5.
Joint Board-Council Committees
a. (1) Chemical Safety
   (2) Chemistry and Public Affairs
   (3) Chemists with Disabilities
   (4) Community Activities
   (5) Environmental Improvement
   (6) International Activities
   (7) Minority Affairs
   (8) Patents and Related Matters
   (9) Professional Training
   (10) Public Relations and Communications
   (11) Publications
   (12) Science
   (13) Senior Chemists
   (14) Women Chemists
   (15) Younger Chemists

STANDING RULE IX
Other Rules

Sec. 4.
The Council, along with the Board of Directors as necessary for those committees that report to the Council and the Board of Directors Joint Board-Council Committees, is authorized to create committees and assign their duties in accordance with the Bylaws and these Standing Rules.

Explanation
There is a myriad of differences in the ACS governing documents describing the ACS committees, including length of terms, maximum terms, who can and who cannot be a member of certain committees, etc. This may have been a design that served the Society in the past, but the world today seeks simplicity and easy to understand guidelines.
In Standing Rule II, the old committee structure is shown as deleted (crossed out) and the new committee structure has been added, including the list of committees. All committees are now referred to as Society Committees, for which some are noted that their members are elected. The duties of committees remain in Standing Rule VIII, except for the function committees, for which their duties remain in their respective Standing Rules.

Many members who would like to serve on a national committee are confused as to where, how long, and under what conditions they could do so. Some requirements have the practical result of serving as systematic barriers preventing or limiting engagement opportunities and may unintentionally exclude members and some demographic groups (especially those underrepresented in Council).

This petition places all committees in-one category: “Society Committees”, replacing outdated terms such as “Standing Committees”, “Council Committees”, “Other Committees” and “Joint Board-Council Committees”. The terms for all committee members would now be consistent and would match the present terms of the Elected Committees: three-year terms with a two-term maximum for members of the committee.

No longer would committees be required to consist of Councilors only, except for the three committees that are elected, allowing the President and the Chair of the Board of Directors, with input from ConC, to appoint committee members based on skills and expertise needed rather than position held. ConC will continue to recommend Councilors for committee positions as appropriate.

By this petition, ACS would have a national committee system that is easy to understand and consistent in design.

- Defines a “meeting”
- Defines a quorum for committee meetings
- Formalizes committee action between national meetings
- Formalizes committee associates and consultants for the first time
- Standardize the number of members allowed on committees.

**Proviso**

The Petition to Harmonize Committee Structures, Processes, and Terms will be effective immediately upon approval by the Council and the Board of Directors, however, existing committee assignments will be implemented beginning January 1, 2022 in the following manner.

For committees with **two-year terms** (Constitution & Bylaws, Divisional Activities, Economic and Professional Affairs, Local Section Activities, Meetings and Expositions, and Membership Affairs):

- A Member serving in their first term would complete their first term as scheduled, and would be eligible for re-appointment to a second three-year term.
- A Member serving in their second term would complete their second term as scheduled, and would then be allowed to serve a final three-year term on the Committee.
- A Member serving in their third and final term as scheduled, would complete their term and then be ineligible for reappointment to the Committee.

For committees with **three-year terms**, (Analytical Reagents; Budget and Finance; Chemical Safety; Chemistry and Public Affairs; Chemists with Disabilities; Community Activities; Education; Environmental Improvement; Ethics; International Activities; Minority Affairs; Nomenclature,
- A Member serving in their first term would complete their first term as scheduled, and would be eligible for re-appointment to a second three-year term.
- A Member serving in their second term would complete their second term as scheduled, and would then not be eligible for re-appointment to a third term on the Committee.
- A Member serving in their third and final term as scheduled, would complete their term and then be ineligible for reappointment to the Committee.