

**American Chemical Society
2024 Committee Information Sheet**

PLEASE NOTE: In the event of governance meetings taking place virtually or hybrid, guidance on the meeting schedule and reimbursement of expenses will be determined by the Committees who have purview over these areas.

Committee	Committee on Membership Affairs (MAC)
Type	Society Committee (Appointed by the President)
Mission Statement	<p>The Committee on Membership Affairs (MAC) is a Society Committee. Members of the committee are appointed to three-year terms (up to a maximum of two consecutive terms) by the ACS President-Elect. Associates and Consultants of the Committee, also named by the President-elect, actively participate in all deliberations of MAC but do not vote on official matters. The responsibilities of MAC as set forth in the Standing Rule I, Sec. 1 are as follows:</p> <p>The Committee on Membership Affairs shall be responsible for the Membership Function.</p> <p>a. The duties of the Committee on Membership Affairs shall include the following, inter alia:</p> <ol style="list-style-type: none"> (1) elect members and affiliates to the SOCIETY, conduct reviews, and make recommendations to the Council concerning standards and requirements for member and affiliate status, including privileges and restrictions, and concerning special dues categories referred to elsewhere in these Standing Rules; (2) review and recommend to the appropriate SOCIETY bodies plans and programs for securing additions to membership, including recruitment and retention of members and improvement of member-related services; (3) review the status of, and trends in, member and affiliate data and recommend to the appropriate SOCIETY bodies actions in furtherance of the Committee's duties and the Purposes of the SOCIETY; (4) consider charges of injurious conduct against a member according to procedures prescribed elsewhere in these Standing Rules; and (5) review and recommend to the appropriate SOCIETY bodies means for informing members and potential members about SOCIETY matters, including advantages of membership. <p>b. The Committee on Membership Affairs is a Society Committee of the Council, as described elsewhere in these Standing Rules.</p> <p>Additionally, Standing Rule 1, Sec. 8, as follows: The Committee on Membership Affairs may conduct membership recruitment and retention market testing of SOCIETY memberships, services and benefits, including special dues categories, to provide data as the basis for recommendations to the Council. The number of individuals included in any test related to dues discounts shall not exceed a number equal to 10 percent of the total membership. Each test shall be limited to three years' duration unless granted prior approval by Council. All test results will be reported to the Council at least once a year.</p> <p>Additionally, Standing Rule II, Sec. 5, as follows: At its spring meeting, the Council may set the dues and benefits of membership for the succeeding year using procedures and policies (such as the Schedule of Membership) developed by the Committee on Membership Affairs and approved by the Council. The dues and benefits of membership as presented by the Committee on Membership Affairs in consultation with the Committee on Budget and Finance shall be voted</p>

	<p>on by Council without modification. Should the Council not act, the dues and benefits of membership shall default to the last approved version. The dues and benefits of membership so determined shall be announced to the membership by the Treasurer of the SOCIETY in the official organ of the SOCIETY six months before the effective date of each change.</p>
Normal Meeting Schedule	<p>MAC meets semiannually, on Sunday of the Spring and Fall meetings for approximately 8 hours to conduct a variety of Committee business. The Committee also meets briefly, virtually in late November or early December to review and act on any proposed revisions to an upcoming Schedule of Membership document.</p>
Reimbursement Policy	<p>ACS will reimburse volunteer committee members, associates, and consultants for ordinary and necessary transportation, lodging, and meal expenses incurred by attending meetings of Council-related committees at the spring and fall meetings. If necessary, ACS will also reimburse certain travel expenses incurred due to authorized committee meetings and work performed outside of spring and fall meetings. Advanced authorization is required.</p> <p>The Councilor Attendance Incentive Allotment Program provides funds for members, associates and consultants who are Councilors. Under this program, if the Councilor attends the Council meeting, either virtually or in-person, an allotment will be sent to the Local Section or Division they represent soon after the Council meeting.</p> <p>Non-Councilors are eligible for reimbursement under the Volunteer Reimbursement Program.</p>
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Committee on Committees Liaison	<p>Matthew Reichert</p>