



## AMERICAN CHEMICAL SOCIETY Procedure for Expulsion of a Member

Section 1. Members of the American Chemical Society (hereinafter referred to as “SOCIETY”) may be dropped from the rolls of the SOCIETY (hereinafter referred to as “expelled” or “expel”) for conduct that in any way tends to injure the SOCIETY or to affect adversely its reputation, or that is contrary to or destructive of its objects as described in the SOCIETY’s Constitution. An example of such conduct could be a significant violation of the SOCIETY’s prevailing codes of conduct.

Section 2. The procedure to expel a member shall be initiated when the specific charges and reasonable substantiating evidence are submitted in writing to the Secretary of the SOCIETY and signed by at least five members of the SOCIETY ([secretary@acs.org](mailto:secretary@acs.org)).

Section 3. The Secretary shall, without delay, forward the documented charges to the Chair of the Council Committee on Membership Affairs (MAC), who shall determine that the members submitting the charges are aware of the gravity of the actions and the procedures to be followed. If the Chair of MAC is the accused party, the Vice-Chair will act as substitute for the Chair. Within thirty days of receipt, the Chair of MAC shall appoint and call a meeting of a Hearing Subcommittee. The Hearing Subcommittee shall consist of not more than six members including those on the MAC Executive Committee and one or more other members of MAC with the longest tenure on the committee. Members of MAC who signed the request for expulsion, as described in Section 2 may not serve on the Hearing Subcommittee. In addition, any member of MAC who has a financial interest with either the accused or any of the accusers must recuse himself or herself from the proceedings. The Chair of MAC shall chair the Hearing Subcommittee, unless the Chair signed the request for expulsion, as described in Section 2. If the Chair of MAC cannot serve, the Subcommittee will elect its own Chair.

- a. Within thirty days, the Hearing Subcommittee shall continue the expulsion process, dismiss the charges as ill founded, or find an alternative solution to the issue, and the Chair shall inform the accused member and those who brought the charges of the decision of the Hearing Subcommittee.
- b. If the proceedings continue, the accused member shall be offered an opportunity to answer the allegations of the charges before the Hearing Subcommittee. Every reasonable effort shall be made to contact the accused member throughout this procedure. That effort shall include a certified letter to the last known address on the official SOCIETY membership rolls. This letter shall offer the accused member choice of one of the following options:
  - (1) The accused member may resign.
  - (2) The accused member may request a hearing by the Hearing Subcommittee. A two-thirds (2/3) vote of the members of the Hearing Subcommittee shall be required to expel the accused member.

- (3) The accused member may choose not to respond and thus forfeit his/her membership in the SOCIETY.
- c. Upon notification, the accused member shall have thirty days to make a written response to the allegations from the date of issuance of the notice described in Section 3, b, above. The Hearing Subcommittee shall decide how to proceed after reviewing the member's response. The Chair shall inform the member and those who brought the charges of the decision of the Hearing Subcommittee.

If no contact with the accused member can be made after a reasonable effort, the Hearing Subcommittee may expel the member in question with a two-thirds ( $2/3$ ) vote of its members.

Section 4. Within thirty days, the accused member may appeal an adverse decision of the Hearing Subcommittee to the Council Policy Committee, which shall consider the appeal at its next regularly scheduled meeting, or at an earlier meeting specially called for the purpose of considering the appeal. Decisions of the Council Policy Committee are final, as of the date of the decision.

Section 5. An application for readmission by the charged member after an expulsion or resignation or after the initial statement of charges is received will only be considered by MAC after a minimum of *five* years have passed from the original expulsion or resignation. Members of MAC who signed the request for expulsion as described in Section 2, must recuse themselves from the readmission vote. The application must be approved by a two-thirds ( $2/3$ ) vote of MAC.

Contact [secretary@acs.org](mailto:secretary@acs.org)

Approved by Council and confirmed by the Board of Directors  
Effective January 1, 2016