**Sample Bylaws for an ACS Graduate Student Organization**

The following example can be used as a model to develop the bylaws of your ACS Graduate Student Organization at your institution. It can be modified to suit your specific local situation or circumstance.

Bylaws of the (name of college or university) Graduate Student Organization of the American Chemical Society.

**Article I. Name**

The name of this organization shall be the (name of college or university) Graduate Student Organization of the American Chemical Society.

**Article II. Objects**

The objects of this Organization shall be to afford an opportunity for graduate students of the chemical sciences 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 and general 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. Membership**

The membership of this organization shall be composed of graduate student members of the American Chemical Society. Students who are not ACS graduate student members may be organization members but may neither hold office nor have voting power.

**Article IV. Officers**

This organization shall have no less than three officers, a President, a Vice-President, a Secretary/ Treasurer, who shall constitute the Executive Committee. The officers shall be elected at the first meeting in

(Month) from nominees chosen by (nominations from the floor, a nominating committee, etc.). They shall take office in (month) and shall hold office for one year or until their successors are duly elected.

**Article V. Duties of Officers**

(The duties of the organization officers and the executive committee may be set forth in detail or in broad outline.)

**Article VI. Faculty Advisor**

The Organization at its annual election shall select as its Faculty Advisor a faculty member who is a member of the American Chemical Society, whose duties shall be to advise the Organization both in its local activities and in its relations with the Society. The Advisor shall be kept informed of all Organization activities and shall advise the Organization on any policy matters.

**Article VIII. Meetings**

Regular meetings shall be held (on the first Tuesday of each month, once a month, etc.). Special events may be arranged through the Executive Committee. There shall be at least four activities per year.

**Article X. Reports**

When required, the Organization shall send requested information to the Society electronically relating to the Organization’s members and activates. The Society shall be informed promptly of the results of all elections of officers and Faculty Advisors.

**Article XI. Amendments**

These bylaws may be amended by a two-thirds 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 Graduate Student Organizations.