

December 21, 2010

## FINAL REPORT OF THE COMMITTEE ON CONSTITUTION AND BYLAWS

### Division of the History of Chemistry

Reference is made to the December 13, 2010 e-mail from Dr. Vera V. Mainz, Secretary-Treasurer of the Division of the History of Chemistry (HIST), to Barbara Polansky, Staff Liaison to the Committee on Constitution and Bylaws (C&B), submitting the vote certification on the revised bylaw amendments and confirming that all bylaw requirements for voting on the proposed amendments were followed and approved by the membership. Reference is also made to C&B's Preliminary Report dated February 9, 2010, and to the Division's bylaws dated October 5, 1995, which are no longer valid.

C&B has examined all proposed amendments as requested and amended. All the required and most of the recommended changes proposed by C&B were made by the Division. C&B made formatting changes and additional minor edits for consistency and clarity.

The Division's bylaws are now legal and consistent with the SOCIETY's documents, and internally consistent with its own bylaws.

Regarding future bylaw amendments, C&B is available to review bylaw proposals before they are voted on so that returning to the electorate is avoided in those cases where the changes that are sought cannot be approved. If C&B can provide any additional clarification or help further in amending the Division's bylaws, please contact the Committee's Staff Liaison at [bylaws@acs.org](mailto:bylaws@acs.org), or call 202-872-4071 or 800-227-5558, ext. 4071.

For further information on the following and other useful documents, please refer to the link <http://www.acs.org/bulletin5> for 1) the ACS Governing Documents; 2) *The Preparation and Amendment of Division Bylaws*, which includes wording that represents considerable effort by C&B to develop language that is legal and consistent with the SOCIETY's governing documents; 3) a brief process document; and 4) a quick guide to making bylaw changes. The Division is urged to use the guidelines in preparing amendments to its bylaws whenever they meet the Division's intentions and when reviewing its bylaws for improved scope and clarity.

Alan M. Ehrlich, 2010 Chair  
Committee on Constitution and Bylaws

c: Committee on Constitution and Bylaws  
Barbara F. Polansky, PMP, Staff Liaison