CONSTITUTION AND BYLAWS OF
FAIRLEIGH DICKINSON UNIVERSITY- COLLEGE AT FLORHAM FOR
GAMMA SIGMA EPSILON CHEMISTRY HONOR SOCIETY

Article 1. Name

This organization shall be known as the Sigma Eta chapter of Gamma Sigma Epsilon, National Chemistry Honor Society, Department of Chemistry and Pharmaceutical Science, Maxwell Becton College of Arts and Sciences, Fairleigh Dickinson University, Madison, NJ.

Article 2. Purpose

The purpose of this organization shall be to recognize outstanding students demonstrating exceptional ability and interest in the field of chemistry. It aims to promote professionalism and scholarship in chemistry and the general welfare of its members.

Article 3. Membership

A. The following criteria shall be used as guideline requirements for membership:

1) Active membership of the Chapter shall be composed of students who have completed a minimum of 16 credit-hours in the Department of Chemistry and Pharmaceutical Science American Chemistry Society certified degree curriculum courses (generally one year of general chemistry and one year of organic chemistry) with a minimum grade point average of 3.2, and at least a 3.4 overall grade point average.

2) Transfer students shall be eligible for membership after one semester at the Maxwell Becton College of Arts and Sciences, Fairleigh Dickinson University in which (a) they have taken one Department of Chemistry and Pharmaceutical Science American Chemistry Society certified degree curriculum course, and (b) the Department of Chemistry and Pharmaceutical Science approves the carry over of 16 credit-hours of the chemistry degree curriculum courses from the previous institution.

3) Sophomores who are outstanding in chemistry and who will complete the requirements of membership by the end of that academic year may be nominated for membership.

4) A graduating senior whose academic record in chemistry is satisfactory for the preceding year, but whose overall scholastic average is slightly below that required for
membership, may be elected to membership by special recommendation of Department of Chemistry and Pharmaceutical Science and majority vote of the Chapter members.

5) Outstanding alumni and faculty may be elected to membership as “Honorary Members”.

6) Graduate students of high academic standing with a minimum GPA of 3.6 in the graduate level Master of Science program Department of Chemistry and Pharmaceutical Science courses may be nominated for membership.

B. Election of Members:

1) Candidates nominated for membership shall be chosen once a year. A candidate must receive a 50% vote present at the meeting called for the purpose of nominating new members.

2) Candidates for membership shall receive a written invitation to become a member of the local chapter and must declare their intention to accept or decline in writing. (This is usually done by having them fill out the Society’s membership form and returning it to the local chapter.) Candidates for membership will be asked to secure a letter of recommendation on their behalf from at least one Department of Chemistry and Pharmaceutical Science faculty member.

3) Prior to the election of new members, the Recorder (secretary) shall present a list of all candidates who have been nominated and who meet the requirements of Article 3, Section A.

4) A candidate must receive a simple majority vote of the current active members present at the meeting called for the purpose of electing new members. An active member may vote by absentee ballot; it is the responsibility of the absent member to submit an absentee ballot to the Recorder prior to the vote in question.

C. Continuation of Membership

1) Continued membership is contingent upon favorable academic performance. To remain in an active status, a member must maintain a 3.0 GPA in Department of Chemistry and Pharmaceutical Science American Chemistry Society certified degree curriculum courses, and a 3.2 overall GPA.

2) To retain active status, a member must attend at least one meeting each semester. An inactive member will regain active status upon attending two consecutive meetings provided that he or she is still maintaining the GPA requirements of the Society.
3) Members of the local chapter who are found guilty of conduct unworthy of the high standards of the Society by majority action of the local chapter members may be recommended to the National Executive Council for expulsion.

**Article 4. Officers**

A. The officers of the society and their duties shall be the following:

1) The **Grand Alchemist** (or **President**) shall preside at all meetings, shall appoint all committees, and act as an ex-officio member of those committees.

2) The **Alchemist’s Apprentice** (or **Vice-President**) shall preside over meetings in the absence of the Grand Alchemist, and shall plan programs in conjunction with the Faculty Advisor and other officers.

3) The **Recorder** or **Keeper of the Formulas** (or **Secretary**) shall keep all records and papers pertinent to the chapter including minutes of meetings, roll of members, list of eligible perspective members, all correspondences, and an annual historical account of the chapter’s activities.

4) The **Keeper of the Solvents** (or **Treasurer**) shall be responsible for the funds and finances of the chapter.

5) The **Sergeant-at-Arms** shall be responsible for maintaining order during meetings and chapter functions.

B. The election of officers shall be by secret ballot at the last meeting of the academic year or no later than the first meeting(s) of the new academic year.

C. If the office of Grand Alchemist should become vacant, the duties of that office shall be assumed by the Alchemist’s Apprentice. Special elections shall be held to fill all other unexpired terms of officers that become vacant for any reason. The Recorder shall advise all members of the intended special election at least one week in advance of the date set for the election.

**Article 5. Meetings**

A. Meetings shall be held at the call of the officers, members, or Faculty Advisor whenever necessary for the purpose of conducting business, for election of new members, or for special programs, but not less than once per semester.
B. A quorum consisting of 50% (or 40% if reasonable) of the active membership shall be required to conduct business.

**Article 6. Finances**

Each new member, at the time of pledging, shall pay the initiation fee required by the National Office plus a one-time local chapter fee of $40.00. Other special assessments may be made by a majority vote of the members.

**Article 7. Amendments**

A. Amendments to these Bylaws must be presented at a regular meeting of the chapter and shall be voted on at the next regular meeting. Amendments must be approved by a 2/3 vote of the acquainted with the proposed amendments well in advance of the date schedules for the voting.

B. No chapter may pass a local bylaw that conflicts with the National Constitution and Bylaws of the Society.

**Article 8. Jurisprudence**

This chapter shall be under the direction of the Executive Council of the Gamma Sigma Epsilon national chemistry honorary. Chapter members shall uphold the high academic standards, rules, and regulations of Maxwell Becton College of Arts and Sciences, Fairleigh Dickinson University. Furthermore, the chapter is bound to the rules and regulations set by the Department of Chemistry and Pharmaceutical Science. It shall be the duty of each member to participate in the activities of the local chapter and to promote among non-members the high scholastic standards necessary for membership.