

**Proposed By-Laws: Friends of Chemistry at Wake Forest University (09/06/2009):**

**Name:** The Friends of Chemistry at Wake Forest University (“*Friends of Chemistry*”).

**Purpose:** The purpose of the *Friends of Chemistry* organization is to contribute to the well-being of the Chemistry Department and its students by participating in an ongoing discussion about sustaining and developing the department while helping to execute specific tasks in support of the department.

**Membership:** *Friends of Chemistry* membership is open to any WFU alumnus/a who obtained a degree from the Department of Chemistry and who responds to an annual poll to indicate his/her interest in membership (accompanied by a nominal annual membership fee, to cover expenses associated with membership). Membership is also open to any external “friends” of the department who may be invited to participate by the Steering Committee.

**Leadership:** Leadership will be provided by a Steering Committee, composed of up to six individuals, with no more than two members from any given professional discipline (e.g. Medicine, Chemical or Pharmaceutical Industry, Academia, Government, etc.). Each Steering Committee member will serve for three years<sup>1</sup>. New members will be selected by a vote of the *Friends of Chemistry* members in attendance at the annual meeting or those who submit a proxy. Nominations will be put forth by the Steering Committee (with consideration given to maintaining suitable professional representation) and/or invited from the membership. Officers of the Steering Committee will include a Chair and a Recording Secretary, to be selected by vote of the committee. Guidance will be provided to the Steering Committee by a Chemistry Department liaison, who is a full-time member of the Chemistry Department faculty or staff.

**Meetings:** The Steering Committee will meet at least once annually before the general meeting of the *Friends of Chemistry* to organize and set goals for the annual *Friends of Chemistry* meeting. The entire membership of the *Friends of Chemistry* will meet annually during the WFU Homecoming weekend.

**Policy:** Amendments to the by-laws can be made by a 2/3 vote of the *Friends of Chemistry* members in attendance (or by proxy) at the annual general meeting.

---

<sup>1</sup> Inaugural Steering Committee members may serve terms of different lengths in order to allow for the establishment of subsequent membership with staggered terms.