

## Proposed Amendments to the DVM Bylaws

June, 2021

### Rationale:

Several changes are proposed to the DVM bylaws, to (1) update election and notification procedures to reflect appropriate practices for electronic communications; (2) improve inclusivity of references to individual persons; (3) define an official role on the executive committee for the Divisional representative to the Student/Postdoctoral Affairs Committee – this promotes the efforts of the Society to engage early career members, and aligns with the procedures for doing so with several other SICB Divisions; (4) embeds the definition of the Executive Committee under the article outlining the Officers, and struck it as a separate article; (5) standardized the description of the Liem Award to match the description of the Davis Award.

Proposed changes to the Bylaws are indicated as follows.

Additions = **bold underline**

Deletions = ~~strikethrough~~

### Article V. Officers

The officers of the Division shall be a Chair, Chair-Elect, Past Chair, Program Officer, Program Officer-Elect, Secretary and Secretary-Elect. Elections of officers shall be **by** plurality vote ~~and held by both paper and appropriately secure electronic ballots.~~ **of Division members conducted by a ballot prior to the annual meeting, following a procedure consonant with the Bylaws of the Society for Integrative and Comparative Biology.** A brief biography of each candidate shall be made available on the ballot. The outcome of the election will be announced at the annual meeting and in the first Newsletter following the election. The term of office of all elected officers and appointed representatives shall begin at the end of the second SICB Executive Committee meeting at the Annual Meeting in the year the term is to begin and will end at the adjournment of the second SICB Executive Committee meeting at the Annual Meeting in the year the term is to expire. The outcome of tied elections of divisional officers shall be resolved by majority vote of the officers of the Division of Vertebrate Morphology. In the event of a tie vote by the officers of the division, the division Chair shall cast the deciding vote. In the circumstance where an elected officer is unable to complete ~~his or her~~ **their** term of office, the following provisions are made: If the office of Secretary or Program Officer is vacated early, the Chair, in consultation with the Divisional Executive Committee, will appoint someone to serve until elections can be held to fill the position. If the office of Divisional Chair is vacant, the Divisional Executive Committee, in consultation with the SICB President, will appoint someone to be the interim Chair until an election is held.

**The elected officers of the Division listed above, plus the Divisional representative to the Student/Postdoctoral Affairs Committee, shall constitute the Executive Committee of the Division. Members of the Executive Committee shall confer informally on all matters of policy and shall conduct the affairs of the Division.**

#### **Article VI. Chair**

The Chair shall promote the interests of the Division, preside at the business meetings of the Division, represent the Division on the Executive Committee of the Society, appoint the Nominating Committee at the annual meeting preceding advancement to office of the new officers, **appoint the committees of judges for best student presentation awards,** and, in accordance with Article ~~XIV~~ XI, appoint other committees as may be desirable. The Chair shall serve for two years without eligibility for re-election.

#### **Article X . Program Officer-Elect**

The Program Officer-Elect shall assume the duties of the Program Officer whenever that person is unable to act. ~~He/She~~ **This person** shall serve a term of one year during which ~~he/she~~ **they** will assist the Program Officer as needed and after which ~~he/she~~ **they** shall automatically assume the position of Program Officer for a two-year term.

#### **Article XII. Secretary-Elect**

The Secretary-Elect shall assume the duties of the Secretary whenever that person is unable to act. ~~He/She~~ **This person** shall serve for a term of one year after which ~~he/she~~ **they** shall automatically assume the position of Secretary for a two-year term.

#### **Article XIII. ~~Executive Committee~~ Student/Postdoctoral Affairs Committee Representative**

~~The elected officers of the Division shall constitute the Executive Committee of the Division. Members of the Executive Committee shall confer informally on all matters of policy and shall conduct the affairs of the Division.~~

**The Chair, acting in consultation with the Divisional Executive Committee, shall suggest a representative to serve on the society-wide Student/Postdoctoral Affairs Committee (SPDAC). Appointment shall be made by the SICB President for a term of up to three years and shall be renewable. The Student/Postdoctoral Affairs Committee representative must be a member in good standing of SICB. The Student/Postdoctoral Affairs Committee representative will serve on the Divisional Executive Committee as a non-voting member.**

#### **Article XVI. Meetings**

A business meeting of the Division shall be held at least once a year. A business meeting shall be held in conjunction with any general meeting of the Division if called either by the Chair or by 15 members of the Division. The place and time of general meetings shall be determined by the Executive Committee in accordance with policy ratified at a business meeting. Notice of meetings shall be sent to all members at least ~~60~~**30** days in advance.

## **Article XVII. Best Student Presentation Awards**

1. The rules governing participating in the D. Dwight Davis and Karel F. Liem Best Student Paper Award Competitions shall be determined by the Division Executive Committee. Specific regulations and application details will be ~~maintain~~**maintained** on the SICB Award Information Page **website**.

2. D. Dwight Davis Award for Best Student Paper Presentation: An award may be given for an outstanding paper presented by a student (or by a new Ph.D. who received the degree no more than 12 months before the meeting at which the paper is presented). The award is made only on the unanimous decision of a committee of at least three members, appointed before the meeting by the Chair of the Division. General guidelines for the award are as follows:

- a. Each student shall be allowed to compete for the D. Dwight Davis Award an unlimited number of times however a student may only win the award once.
- b. The work must be original, must have been carried out by the competing student, and the student must be the first author. Co-authored papers may be entered into the competition, but the student must describe explicitly the contributions of all of the co-authors as part of the presentation. Failure to make the contributions of all listed co-authors clear may be grounds for disqualification.
- c. The intention of the award is to recognize significant conceptual, observational, and experimental contributions to the field of vertebrate morphology. These shall be the major criteria for selection. Only outstanding work is to be recognized.
- d. Acceptable standards of visual aids and oral presentation shall be required for consideration. Spectacular presentation techniques shall not by themselves qualify a paper.

3. Karel F. Liem Award for Best Student Poster Presentation. An award may be given for an outstanding poster presentation given by a student (or a new Ph.D. who received the degree no more than 12 months before the meeting at which the paper is presented). ~~In addition, a certificate will be given as well as an appropriate gift to reflect Vertebrate Morphology.~~ The work must be original, and must have been carried out by the student ~~or students~~. The award is made only on the unanimous decision of a committee of three appointed before the meeting by the Chair of the Division. ~~The~~ **General** guidelines for the award are as follows:

- a. The intention of the award is to recognize significant conceptual, observational, and experimental contributions to the field of vertebrate morphology. These shall be the major criteria for selection. Only outstanding work is to be recognized.

b. ~~Acceptable standards of visual presentation techniques shall not by themselves qualify a poster.~~ **Acceptable standards of visual presentation shall be required for consideration. Spectacular presentation techniques shall not by themselves qualify a poster.**

### **Article XVIII. Amendments**

These Bylaws may be amended by members of the Division provided that notice has been given to all members ~~60~~**30** days in advance. Approval by two-thirds of those voting at any annual meeting of the Division is required, or at other times approval by two-thirds majority voting ~~by either paper ballots or appropriately secure electronic ballots~~ **following a procedure consonant with the Bylaws of the Society for Integrative and Comparative Biology**. In either case, it is the responsibility of the Executive Committee to assure that opportunities for discussion, either verbal or written, occur before a ballot is taken.