

## Proposed Amendments to the SICB Constitution and Bylaws

June, 2021

**Rationale:** The amendments to the SICB Constitution and Bylaws proposed below serve a variety of purposes. The most substantial amendments are those that add a new position (the Communications Editor) to the Executive Committee, and describe the duties of this position. The Communications Editor is an appointed part-time position, and will receive a modest stipend, parallel to the Editors of the two society journals. The newly-assigned duties of the Communications Editor overlap in part with several duties traditionally assigned to the Secretary, and so the Secretary's duties are also amended here.

Further amendments shift the term lengths of Secretary-Elect and Treasurer-Elect from one-year positions to two-year positions, and the terms of Secretary and Treasurer from three-year positions to two-year positions. These changes do not alter the total term of service for those elected to Secretary and Treasurer positions, but create a schedule of overlap such that there is always a Secretary, Secretary-Elect, Treasurer, and Treasurer-Elect, better allowing the officers to distribute the work required of these positions. The changes proposed will also provide consistency with the terms of other elected executive officers, the Program Officer and President. Those positions already have two-year terms preceded by two-year terms as officer-elect. (Note that, for continuity, the President also serves two-years as Past President.) With these changes, after a period of transition, President and Secretary positions will be elected in alternate years, and Program Officer and Treasurer will be elected in alternate years.

In addition, these amendments expand the Executive Committee to include Chairs of all standing committees. The Executive Committee currently includes Chairs of some, but not all, committees. The Finance Committee is also restructured to follow current practice.

Finally, other amendments correct inconsistencies that resulted from recent amendments to membership categories, correct Article and Section numbers, correct references to Article and Section numbers in other sections, or propose minor wording changes to update the language to be consistent with current practices or modern usage of terms. In particular, references to all personal pronouns have been changed from he/she/his/hers to they/their, to be more inclusive, and "Web Page" has been changed to "website."

Proposed changes to the Constitution are indicated as follows.

Additions = **bold underline**

Deletions = ~~strikethrough~~

# SICB CONSTITUTION

## Article II: Membership

Section 7. Family Members: SICB offers three types of family memberships: Full Family Membership, Postdoctoral Family Membership, and Graduate Student Family Membership. Family memberships allow two persons in one household to be members. Both members are eligible to vote and both shall receive announcements of meetings and all Society publications. **If a SICB member with a Family membership would qualify for a Full or Postdoctoral membership, they are eligible to hold office.**

Section 9. Honorary Members: Honorary Members are individuals distinguished for their research and/or for their contributions to the Society for Integrative and Comparative Biology. Honorary Members are exempt from yearly dues, and receive announcements of meetings and all Society publications. Potential Honorary Members may be nominated by divisions, the executive officers, and/or the Membership Committee. The Membership Committee shall review the credentials of nominees and make recommendations for approval/denial to the Executive Committee. The Executive Committee will vote on the recommendations. The President will notify a new Honorary Member of **their** his or her election. Honorary Members may neither vote nor hold office.

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## Article III: Administrative Organization

Section 1. Officers: The executive officers of the Society shall be a President, Past President, President-Elect, Secretary, Secretary-Elect, Program Officer, Program Officer-Elect, Treasurer, and Treasurer-Elect. The President-Elect shall be elected ~~before one annual meeting and serve to~~ a two-year term, ~~as hereinafter provided,~~ and shall then successively and automatically become President for two years, and then successively and automatically become Past President for two years. ~~The term of the President-Elect shall be two years.~~ The Secretary-Elect, **Program Officer-Elect**, and Treasurer-Elect shall be elected ~~triennially~~ **to two-year terms**, and shall ~~hold office for a term of one year, and then automatically succeed to~~ **Secretary, Program Officer, or Treasurer, respectively**, their elected office for three years for **subsequent two-year terms**. ~~The expiration date of the terms of these offices shall be arranged so that only one of these two officers need be elected in any one year. The Program Officer-Elect shall be elected to serve for two years and shall then successively and automatically become Program Officer for two years.~~

Section 2. Executive Committee: The management of the Society shall be vested in an Executive Committee consisting of the executive officers, three Members-at-Large from the Society general membership, the Chairs of the Divisions of the Society, the Editor of *Integrative and Comparative Biology*, the Editor of *Integrative Organismal Biology*, **the Communications Editor, and the Chairs of the following Standing Committees:** ~~the Chair of the Graduate~~

Student/Postdoctoral Affairs Committee, ~~the Chair of the Educational Council, and the Chair of the Broadening Participation Committee,~~ **Development Committee, Membership Committee, Public Affairs Committee, and Student Support Committee**. Of the three Members-at-Large, one shall be elected each year for a term of three years. The Executive Director of the Society shall serve as an *ex officio* member of the Executive Committee, **and** ~~but~~ may not vote.

## **Article IV: Meetings of the Society**

Section 1. The time and place of the meetings of the Society shall be determined by the Executive Committee. The Annual Meeting of the Society shall include the Annual Business Meeting. **Notices of the Annual Meeting will be available on the SICB website and the date and time of the Annual Business Meeting will be included in the program of the Annual Meeting.** ~~Notices of all meetings shall be made available by regular or electronic mail and sent to members of the Society at least one month before the date set for the meeting.~~

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## **Article VII: Amendments of the Constitution**

Section 2. The Constitution may be amended by a two-thirds vote of the members voting by ballot, provided a quorum of the Society membership votes (see Article V). Proposed amendments to the Constitution shall be posted by the Society Secretary on the **website Web Page** at least one month prior to voting. Ballots will be made available to the membership and one month will be allowed for voting. The ballot closing date shall be stated on the ballot.

Section 3. Votes will be collected and tabulated and the Secretary will notify the Executive Committee of the results. The Secretary will also post the results on the Society's **website Web Page** and in the appropriate ~~fall or spring~~ Newsletter.

## **Article VIII: The SICB Journals and Other Society Communications**

**Section 3. Communications Editor: The Executive Committee shall appoint the Communications Editor for a term of three years, with the possibility of reappointment for up to two additional terms. The Communications Editor shall oversee Society communications, including updating the website, sending regular email updates to the membership, and participating in the Society's social media activities. Remuneration of the Communications Editor shall be determined by the Finance Committee and shall be included as an item in the annual budget of the Society.**

## **Article IX: Termination**

Section 2. Dissolution: Upon the dissolution of the Corporation, the Executive Committee shall, after making provisions for the payment of all liabilities of the Corporation, dispose of all of the assets of the Corporation exclusively for purposes related to the ~~purposes in Article III~~ **Object of the Society as defined in Article I** of the Constitution to such organization or organizations organized and operated exclusively for educational or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1954, as amended (or the corresponding provisions of any future United States Internal Revenue law), as the Executive Committee shall determine.

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## SICB BYLAWS

### Article V: Secretary

Section 1. The Secretary shall have the responsibility of seeing that complete records of the Society are kept, and that minutes of meetings of the Executive Committee and of the annual business meeting of the Society are recorded. The Secretary shall have the responsibility for preparation of the list of officers; and committees; ~~for publication in *Integrative and Comparative Biology*~~ and for posting on the Society's ~~Web Page~~ **website**.

~~Section 2.~~ ~~The Secretary shall be responsible for all arrangements for meetings not specifically assigned to the Program Officer.~~

~~Section 3.~~ ~~The Secretary, working with the Public Affairs Committee, shall be responsible for reporting to the press the important activities of the Society.~~

Section 24. The Secretary shall serve **as an ex officio member of** ~~on~~ the Membership Committee.

Section 35. The ~~S~~secretary shall be responsible for ~~such activities as~~ organization of the Society's newsletters and ~~Society-wide~~ elections.

Section 46. The Secretary shall meet with all of the Divisional Secretaries at the Annual Meeting to coordinate ~~Society and Divisional~~ newsletters and elections.

**Section 5. The Secretary shall be responsible for processing proposed amendments to the Constitution and Bylaws of the Society for voting, and maintaining the Constitution and Bylaws as amended.**

## **Article XI: Treasurer-Elect**

Section 1. The Treasurer-Elect shall assist the Treasurer in the duties specified in Article Xf.

## **Article XII. Communications Editor**

Section 1. **The Communications Editor shall oversee and update the SICB website.**

Section 2. **The Communications Editor shall produce regular digital communications to update members on the activities of the Society.**

Section 3. **The Communications Editor shall serve as an *ex officio* member of the Public Affairs Committee and oversee SICB social media accounts and press releases, in collaboration with the Public Affairs Committee.**

## **Article ~~XIII~~XII: Duties of the Executive Committee**

Section 2. The Executive Committee shall (a) set the time and place of meetings as proposed by the President; (b) advise the President on appointments; (c) approve the Annual Budget as submitted by the Treasurer, following its review and possible amendment; (d) appoint the Editor of *Integrative and Comparative Biology* and the Editor of *Integrative Organismal Biology*, each for a term of five years, **the Communication Editor for a term of three years**, and the Editor of such other publications as the Society may sponsor, for appropriate and specified terms.

## **Article ~~XIV~~XIII: Vacancies or Absences in Office**

Section 2. If there is no officer-elect to assume the duties, a vacancy in the office of Secretary, Program Officer, ~~Past Program Officer~~, or Treasurer shall be filled through appointment by the President for the remainder of the term.

Section 5. In divisions where there is no specific provision in the divisional bylaws for someone to serve as the Divisional Chair when the Chair is temporarily absent from **their** ~~her/his~~ duties, then the Divisional Executive Committee may appoint a representative in place of the absent Divisional Chair, provided that notice is given to the SICB President. The SICB President also has the authority to appoint a representative. The SICB President has the authority to appoint temporary committee chairs.

## Article XVXIV: Standing Committees

Section 3. Membership Committee: The President shall appoint a Membership Committee of three members, each for a term of three years. The appointment of members of the Committee shall be ordered so that the term of one member shall expire each year. The senior member of the Committee shall serve as Chairperson **and as a member of the Executive Committee.** and the Secretary shall be an *ex officio* member of the Committee. The Committee shall consider matters relating to the recruitment of new members and the procedures and policies of membership in the Society. The Committee shall review the credentials of nominees for honorary membership and make recommendations for approval/denial to the Executive Committee.

Section 8. Student Support Committee: The President shall appoint a Committee consisting of a Full Member as Chair and no fewer than five (5) committee members. The Chair may also appoint ad hoc members as needed. **The Chair shall serve as a member of the Executive Committee.** The committee shall be responsible for overseeing all SICB activities related to student support as directed by the Executive Committee. The term of the Chair shall be three (3) years; the terms of the committee members shall be staggered at two (2) year intervals. The Treasurer shall serve as an *ex officio* member.

Section 9. Finance Committee: The Finance Committee shall consist of the President, the Treasurer, **the Treasurer-Elect, and the Past President** ~~Executive Director~~, with the Treasurer serving as chair. ~~This committee has discretionary powers concerning the Contingency Fund as described in the Society's Policies.~~ The committee **also shall** make recommendations to the Executive Committee about **the financial matters of the Society, including** ~~such matters as~~ hiring a professional financial advisor or advisory company. **The Executive Director shall serve as an ex officio member.**

Section 10. Public Affairs Committee: The President shall appoint a Committee consisting of at least three members, each for a term of three years. The President shall appoint the Chair of the Committee. **The Chair shall serve as a member of the Executive Committee.** The appointment of members of the Committee shall be ordered so that the term of one member shall expire each year. The Committee shall promote the programs and interests of the Society, consistent with the Society mission, to the public. The Committee shall also conduct programs and workshops for Society members in order to develop skills and provide information regarding public affairs. The Committee shall work with the Program Officer to broadly advertise the program of the Annual Meeting of the Society. ~~The Committee shall work with the Secretary to report to the press important activities of the Society.~~ The Program Officer and the **Secretary Communications Editor** shall **serve as** ~~be~~ *ex officio* members of the Committee.

Section 11. Program Committee: The Program Committee shall consist of the Program Officer, who shall chair the committee, the Program Officer-Elect ~~or the Past Program Officer~~, the Divisional Program Officers, and other individuals appointed by the President. This Committee shall decide upon at least one Society-wide symposium to be held at the annual meeting. The

Committee shall identify topics for the planned oral contribution sessions arranged on inter-divisional lines, which will be made known to the members in the call for papers.

Section 12. Development Committee: The President shall appoint a Committee consisting of at least three members, each for a term of three years. The appointment of members of the Committee shall be ordered so that the term of one member shall expire each year. The President shall appoint the Chair of the Committee, **who will serve as a member of the Executive Committee**. The Treasurer shall serve as an *ex officio* member. The Committee is broadly charged to assist the Executive Committee to develop and enhance resources for the Society to support its programs.

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## **Article XVIXV: Awards**

Section 1. Best Student Presentations. Each division may elect to have awards for best student presentations at the annual meeting. Separate awards may be given for best oral presentation and best poster presentation. Each division is responsible for securing a panel of judges and establishing procedures for selecting award recipients. Divisions may have additional restrictions or requirements than those set forth here. Competitors must be members of SICB and are responsible for checking divisional rules.

~~Student in Training Members, Graduate Student,~~ **Undergraduate, and High School Student** Members and those who have received a Ph.D. within 12 months of the competition are eligible to compete for awards. A presentation (oral or poster) may be entered in only one divisional contest. A student who wins best oral presentation in a given division may not compete in best oral presentation contests in that same division in the future. A student who wins best poster presentation may not compete in best poster presentation contests in that same division in the future. Student award winners in one division are not excluded from competing for awards in other divisions in other years.

## **Article XVII XVI: Amendments of the Bylaws**

Section 2. The Bylaws may be amended by a two-thirds vote of the members voting by ballot, provided a quorum of the Society membership votes (see Article V of the Constitution). Proposed amendments to the Bylaws shall be posted by the Society Secretary on the **website** ~~Web Page~~ at least one month prior to voting. Ballots will be made available to the membership and one month will be allowed for voting. The ballot closing date shall be stated on the ballot.

Section 3. Votes will be collected and tabulated and the Secretary will notify the Executive Committee of the results. The Secretary will also post the results on the Society's **website** ~~Web Page~~ and in the appropriate ~~fall or spring~~ Newsletter.