

## Proposed changes to the ASIH Constitution and Bylaws – 16 April 2014

Dear ASIH Members,

Please find attached to this message three documents. One is the ASIH Constitution last revised and ratified in 2008. The second is a PDF showing the proposed changes to the constitution and by-laws using Track Changes in Word, and the third is this summary of changes. Many of the changes are minor while others are substantive. Nearly every article in the Constitution and Bylaws are affected in the suite of proposed changes.

The substantive changes include:

1. Making the Associate Editors members of the Board of Governors who will be re-elected annually after their initial appointment to the position by the Editor. This moves the AEs from the “officer” category to being members of the BOG. The rationale for this change was made by former Treasurer Neighbors who argued that the number of officers should be minimized because they are the members who are fiscally and legally responsible for the actions of the society and having all AEs as officers makes for cumbersome business practice (Constitution, Article IV, Section 1; Constitution, Article V, Section 1)
2. Have electronic voting by the membership in General Election that has taken place during the Annual Business Meeting. Given the shorter meeting and the low turnout at the ABM during the meeting, we might get greater interest in society governance if we had a mechanism for electronic voting. All the other societies I belong to have electronic polling of members for general elections. The rationale for this change comes on a desire to include the membership in making decisions about leadership. As our numbers continue to decline, an engaged membership might be more likely to retain their membership. The Board of Governor elections (for Fitch, Gibbs, Johnson, Nelson) will continue to take place as they always have (the winners of the BOG elections will be announced during the Annual Business Meeting in the new 4-day meeting format)(Constitution, Article IV, Section 2; Constitution, Article V, Section 2; Bylaws, Article IX, Section 3).
3. Removing the lists of Committees from the Constitution. The rationale for this change is one of practicality. To change the name and duty of a committee requires a constitutional vote. We have a Policies and Procedures Manual that has recently been revised and guides all officers on the conduct of society business. We are hampered by having this particular listing in the Constitution and our effectiveness in making decisions can be delayed because of the requirement to circulate changes to the membership 3 months prior to a vote. Given there is no electronic voting currently allowed by members of the ASIH, we have to wait for the next Annual Business Meeting to change a committee name (Bylaws, Article VIII, Section 1).

4. The Constitution states that the Secretary will arrange for the audit. In reality, since 2000 when Harry Greene appointed me to be the ASIH Secretary, the Treasurer arranged for the audit. We have changed the constitution to reflect this (Bylaws: Article III, section 6 deleted and former 7 is now 6 and 8 is now 7; Bylaws, Article IV, section 2 is new and former sections 2, 3, and 4 are renumbered as 3, 4, and 5).
5. The Robert K. Johnson Award and Joseph S. Nelson Award are added to the Bylaws as Articles XIII and XIV. Former Articles XIII to XVI are renumbered as XV to XVIII (Bylaws – new addition).
6. The Procedures are clarified and the Policies and Procedures manual is referenced as the authority for the society (Bylaws – former Article XVI now XVIII).
7. The changes are described below by article and section.

#### ACTUAL CHANGES

1. Constitution – Article II, Section 1: Change to “scientific study”
2. Constitution – Article III, Section 2a: Change to Life Members
3. Constitution – Article IV, Section 1: Restrict the “Officers” to the President, President-Elect, Treasurer, Editor, and Secretary. Associate Editors will be members of the Board of Governors and will be elected annually through online voting (see below)
4. Constitution – Article IV, Section 2: Change voting for officers from onsite during the annual meeting to online and engaging all the membership
5. Constitution – Article IV, Section 3: all officers must be society members
6. Constitution – Article IV, Section 5: clean up of old punctuation and change voting procedure.
7. Constitution – Article IV, Section 6: change language to reflect actual titles for officers.
8. Constitution – Article IV, Section 7: reflect the reality of what we do and shows that the Board of Governors is also active year-round.
9. Constitution – Article V, Section 1: Add Associate Editors to the Board of Governors.
10. Constitution – Article V, Section 2: Change language for online elections.
11. Constitution – Article V, Section 4: Stipulate that members of the Board of Governors are members of the society during their five years of office.
12. Constitution – Article VI, Section 1: The reports from the Executive Committee meeting are read as part of the Board of Governors report.
13. Constitution – Article VI, Section 2: This change reflects the reality of modern ASIH business practices as a founding-member of the JMIH consortium of scientific societies.. The meeting planners (K-State representatives) find bids for meeting sites. The Meetings Management and Planning Committee members from ASIH join other JMIH members to evaluate bids and then recommend them to the Board of Governors.
14. Constitution – Article VI, Section 3: We no longer mail out information but use email and the website to advertise meeting-related information.

15. Constitution – Article VII, Defines quorum for online elections as 100 members.

ByLaws:

1. Article I, Section 1: Delete the statement about shipment of Copeia. We will ship the second dues are paid!
2. Article II, Section 2: The list of Standing “Committees” should come out of the constitution. Our administrative hands are tied under the current Article and we cannot be nimble when we have to vote a constitutional change to alter a committee’s name. The Policies and Procedures manual is a living, up-to-date document that should govern all committees and their functions. Our constitution and bylaws are not the place for this sort of practical information.
3. Article III. Section 2: Clarification of duty of Secretary.
4. Article III. Section 4: The Executive Committee does this. The Secretary does not. This duty will be added to the Policies and Procedures manual for the Executive Committee.
5. Article III. Section 5: Clean up language.
6. Article III. Section 6: Since 2000, the Treasurer has arranged for the audit. I have never done it, nor has any secretary before me. This duty is added to the Treasurer’s duties and deleted from the Secretary’s duties.
7. Article III. Section 7: renumber to section 6.
8. Article III. Section 8: renumber to section 7; change to inventoried items (7c).
9. Article IV. Section 2: Add the auditor selection to the treasurer’s duties. This change results in a renumbering of the other sections in Article IV.
10. Article V. Section 1f: Cleanup of language. The Editor’s dues and some costs (transportation and lodging) are reimbursed by the Society.
11. Article V, Section 2a: deletion of “COO” statement because the Editor is COO.
12. Article V. Section 2d: Insertion of Section 2d describes election of the Associate Editors to BOG; renumbering of other parts of Section 2.
13. Article V. Section 2f: Describes reimbursement of dues and registration costs for Associate Editors.
14. Article VII. Section 1. Add a comma.
15. Article VII. Section 2. Add a comma.
16. Article VIII. Delete Sections 2 through 8. Move committees to the Policies and Procedures Manual. We cannot change a committee name/function without a constitutional vote that takes a least a year. We cannot maneuver quickly under the current listing of committees in the Bylaws.
17. Article IX. Section 3. Change for online voting.
18. Article X. Section 1. Delete a space.
19. Article XI. All changes are cleanup changes.
20. Article XII: All changes are cleanup to language.

21. Article XII, Section 2h: Changes required to the Henry S. Fitch Award and Committee selection language to reflect current practice for election to all the Board of Governors Award Committees (Fitch, Gibbs, Johnson, Nelson).
22. Article XIII: New Article to Describe the Robert K. Johnson Award.
23. Article XIV: New Article to Describe the Joseph S. Nelson Award.
24. Article XV and XVI (renumbering of old XIII and XIV)
25. Article XVII (old XV): cleanup of language
26. Article XVIII (old XVI): change to place emphasis on Policies and Procedures Manual.