

# **International Union for the Study of Social Insects North American Section**

## **CONSTITUTION**

### **ARTICLE I**

#### **Name and Object**

The society shall be called the "North American Section of the International Union for the Study of Social Insects," hereafter called the Section. The object of the Section shall be the promotion of the study of social arthropods and the dissemination of knowledge about social arthropods.

### **ARTICLE II**

#### **Affiliated Societies**

The Section is an affiliate of the International Union for the Study of Social Insects, and is subject to its Constitution and Bylaws.

### **ARTICLE III**

#### **Membership**

Any person interested in the study of social arthropods is eligible for membership. The Executive Committee has the right to exclude individuals whose membership is incompatible with the objectives of the Section. Each active member shall pay to the Treasurer of the Section annual dues of the amount stated in the Bylaws, and considered due January 1 of each year.

### **ARTICLE IV**

#### **Officers**

The officers of the Section shall be a President, a President-Elect, a Past-President, a Secretary and a Treasurer, elected by the active membership. The President-Elect shall be elected annually, and shall automatically become President for the next year, and Past-President the year after. The Secretary and Treasurer shall be elected for a term of three years. None of the officers may be re-elected to the same office until three years have passed following the expiration of their term. The President, President-Elect, Past-President, Secretary, and Treasurer shall constitute the Executive Committee of the Section. The Committee shall recommend to the Section such measures as they deem expedient for the purposes of the Section, authorize all expenditures by the Treasurer, fill temporary vacancies among officers, and conduct other business required. If an officer is unable to perform their duties, as determined by a majority of the Executive Committee, then the Committee will appoint a replacement officer to serve until that officer can resume their duties or the next election, whichever comes first.

The primary responsibility of disseminating information to the membership rests with the Secretary, but this task may also be undertaken by any member of the Executive

Committee of the Section. The committee chairs can also communicate, in coordination with the Executive Committee, as relevant for their tasks.

## **ARTICLE V**

### **Officers**

The President shall preside at scientific sessions, at the meetings of the Executive Committee, and shall appoint such committees as directed by the Executive Committee or prescribed by the Constitution or Bylaws. The president is also responsible for composing an annual newsletter to the section. In the President's absence the President-Elect shall perform these functions.

The President may organize symposia for section meetings or related meetings frequented by our members (such as the Entomological Society of America), and may appoint chairpersons of symposia for annual meetings. Such a chairperson shall form a committee to plan details of symposia.

The Secretary shall keep the records of the Section, maintain the Section website, and prepare documents for meetings including program preparation and taking minutes. The Secretary will also maintain an updated list of active members, officers, and award recipients.

The Treasurer is authorized to handle all accounts of the Section, collecting annual dues and any other payments or contributions, managing financial accounts, disbursing awards, keeping accurate books of the Section finances, and presenting a statement of the receipts, expenditures, and funds of the Section at the annual business meeting. The Treasurer is also responsible for ensuring the maintenance of the Section's tax-exempt status and EIN with the U.S. IRS, and filing all tax forms as required on an annual basis.

## **ARTICLE VI**

### **Elections**

Elections shall be run by the Elections Committee (see Article IX). Elections shall be by electronic ballot, managed by the chair of the committee, and results will be communicated to the Executive Committee. Elections must occur in the fall of each year (suggested election date of November 1, with results announced by December 1 or at the NAS/IUSSI annual business meeting), and those elected shall take office January 1. For the election of any given individual to be valid, a minimum of 25% participation is required from members who are defined as individuals having paid their membership dues within the election year.

## **ARTICLE VII**

### **Meetings**

Meetings shall be held at such times and places as the Executive Committee shall determine. Special meetings may be called by the President with the approval of the

Executive Committee. The Executive Committee may arrange for joint programs with related scientific groups and for the presentations of papers. The purpose of all such meetings and presentations shall be limited to the Section objectives as stated in Article 1.

## **ARTICLE VIII**

### **Amendments**

Amendments to the Constitution or changes to the Bylaws may be proposed in writing by any member of the Section to the Secretary, who shall submit them to the Executive Committee for consideration and vote. Such proposed amendments as have been approved by a simple majority vote of the Executive Committee shall be submitted to the members for electronic voting and may be adopted by a favorable vote of the majority of the members voting provided that participation meets or exceeds quorum of 25%. If a quorum is not reached, the amendments or changes will be considered at the next Business Meeting and decided by a simple majority vote. Amendments will be subject to the standard member feedback period policy.

### **Feedback for votes on amendments, bylaws, and initiatives**

For all amendments, new bylaws, and new initiatives, the members will send an electronic proposal and an electronic form in which they can provide comments for six weeks. After this period, the Executive Board and relevant committees will consider the comments and, if they deem substantial revision necessary, issue a revised proposal that will be open for another six-week review period. This feedback cycle will continue until the Executive Board and relevant committees believe that the membership is ready for a final vote, which will then be issued by the Elections Committee following their standard procedure.

## **ARTICLE IX**

### **Dissolution**

In the event of dissolution or termination of the Section, title to and possession of all the property of the Section shall pass forthwith to such organization dedicated to similar purposes and qualified for exemption under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the Executive Committee of the Section shall deem best qualified to carry on the functions of the Section.

## **Bylaws**

### **Dues**

Annual dues shall be \$15 for student members, \$25 for non-student members, and \$5 for family of fully paid members. Full-time students at any educational institution qualify for the student rate.

Members of the Bolivarian Section of the International Union for the Study of Social

Insects may become joint members of this Section by the payment of an additional US \$2.00 to the annual Bolivarian Section dues.

## **Other Committees**

Each of these committees, via their senior members or committee chair, can communicate directly to the membership as needed to execute their respective duties and to announce the results of these duties.

### **1. Awards Committee**

The Awards Committee shall oversee the administration of all awards for the Section. The Awards Committee shall be responsible for (1) soliciting and ranking nominations and selecting the awardee, (2) notifying the awardee, and (3) announcing the award to members. The Awards Committee members shall independently review nominations and rank them. The Awards Committee Co-Chairs will summarize the results and discuss them with the other committee members as needed to reach a consensus. The committee shall prepare letters announcing the winners, which the Secretary will disseminate to the membership.

The Awards Committee shall consist of six members, serving staggered terms of three years, with two new members elected each year. The two senior members shall serve as Co-Chairs of the Committee during the third year of their terms. Members shall be from separate institutions. Consideration should be given to representation from a diversity of social insect taxonomic groups and research specialties when electing the new member.

### **2. Elections Committee**

The Elections Committee shall oversee the election of new officers and committee members in the society. The Committee shall solicit from the membership proposals for nominations for each vacancy to be filled, nominating candidates for each office or committee position, ascertaining whether proposed nominees will accept office if elected. Election shall be by ballot, managed by the chair of the committee.

The Elections Committee shall consist of three members, serving staggered terms of three years, with a new member elected each year. The senior member shall serve as chair of the committee during the third year of their term. Members shall be from separate institutions. Consideration should be given to representation from a diversity of social insect taxonomic groups and research specialties when electing the new member.

### **3. Social Media Committee**

The Social Media Committee shall oversee/post to social media accounts for the society. The Committee shall post relevant events, job announcements, grant opportunities, recent research, etc. and solicit from the membership “profile highlights” to share with members/followers.

The Social Media Committee shall consist of one member per social media platform serving staggered terms of three years, with a new member elected each year. The

addition of new platforms (and a new committee member to oversee the platform) can be suggested by the committee or members and will be voted on during the annual business meeting. New platforms can be added by a simple majority of members voting at the business meeting. The senior member shall serve as chair of the committee during the third year of their term. For continuity, the committee chair should have login information for all accounts. Members shall be from separate institutions. Consideration should be given to representation from a diversity of social insect taxonomic groups and research specialties when electing the new member.

#### 4. The Diversity, Equity, Inclusion, and Justice Committee

The Diversity, Equity, Inclusion, and Justice (DEIJ) Committee exists to support diversity and inclusion within IUSSI NAS and within the scientific field and will develop a strategic plan to create a more inclusive society. The DEIJ Committee shall be responsible for identifying and ranking DEIJ goals as solicited from IUSSI NAS members at most once per calendar year and submitting the list to the Executive Committee for approval. After approval, IUSSI members vote on initiatives at a business meeting. The DEIJ committee will then recruit volunteers for an ad hoc committee to address the initiative(s) the members voted on. After the initiative(s) has/have been enacted, a report and assessment will be prepared by the DEIJ committee for distribution to the society. The DEIJ Committee shall consist of three members serving staggered terms of three years, with a new member elected each year. The longest-serving member shall serve as chair of the committee during the third year of their term.