

## **American Ethnological Society Bylaws 2021 (updated from 2015)**

Bylaws of the American Ethnological Society – a section of the American Anthropological Association

### ARTICLE I. Name and Status

This organization is named the American Ethnological Society, hereinafter known as the Society, a Section of the American Anthropological Association, hereinafter known as the Association.

### ARTICLE II. Objects

The objects of the Society shall be to promote the exchange of ideas and to stimulate scholarly contributions to sociocultural anthropology; and to publish and to encourage the publication of such contributions.

### ARTICLE III. Powers

The Constitution and Bylaws of the Association and its Conflict of Interest Policy shall govern in all cases. Subject to them, the Society shall have the power to receive, administer, and disburse dues and assessments; to publish newsletters, proceedings, monographs, reports, bulletins, journals, and books; to award prizes; to hold special meetings; to affiliate with other organizations; and to appoint delegates or representatives to such organizations; to establish branches, sections, or divisions; and to engage in such other activities as are in keeping with the objects of the Society.

### ARTICLE IV. Membership Section 1. Qualifications

Membership is open to any member of the Association in good standing. Residents of any country are eligible for membership. Members must maintain simultaneous membership in the Association. There are no institutional or corporate memberships.

#### Section 2. Classes

There is one class of members, although in the setting of dues the Board of Directors of the Society, hereinafter known as the Board, may establish special rates and arrangements for particular member categories as deemed appropriate.

#### Section 3. Privileges

3. 1. Each member shall have one vote in the transaction of the business of the Society and shall be eligible for any elective or appointive office in it, subject to restrictions defined elsewhere in these Bylaws.

3.2. Each member shall receive all the Society's regular publications as defined by the Board for the year covered by the member's dues.

#### Section 4. Resignation and Removal

A member may resign upon written notification to the Association.

### ARTICLE V. Organization

#### Section 1. Officers

The officers of the Society shall consist of a President, a President-elect, a Secretary, a Treasurer, a Digital Content Editor, a Section Liaison, a Journal Editor(s), four Councilors, and a Graduate Student Representative. These officers shall constitute the Board of Directors of the Society. No person may simultaneously hold two offices except as hereinafter provided.

#### Section 2. Terms of Office

2. 1. The President-elect shall be elected by the membership for a two-year term, at the conclusion of which the President-elect shall succeed to the Presidency to serve a two-year term. The Councilors shall be elected by the membership one each year, each for a term of four years. The Secretary, Treasurer, Digital Content Editor and Section Liaison shall be appointed by the Board, each to serve for a term of four years. A Graduate Student Representative shall be appointed by the Board to serve for a term of two years. A Journal Editor shall be selected by the Board, for appointment by the Association, to serve for a term of four years.

2. 2. Elective officers shall assume office at the conclusion of the Annual Meeting of the American Anthropological Association in the year in which each is declared elected.

2. 3. The terms of incumbent officers at the time of adoption of these Bylaws shall expire on the schedule set at the time of their election or appointment.

#### Section 3. Re-election and Reappointment

No person shall be eligible for re-election to the office of President-elect or Councilor, nor for reappointment to the office of General Editor, until two years after expiration of the term of that office, except that such an officer may be elected or appointed to any office other than that currently held. (For the purposes of these restrictions on re-election the offices of President and President-elect shall be deemed synonymous.) The Secretary, Treasurer, Digital Content Editor and Section Liaison may be reappointed for no more than one term immediately succeeding the expiration of the term of that office; after two terms, each shall be ineligible for reappointment until two years shall have passed. If the circumstances of an editor search or editorial transition require time beyond the incumbent editor's term of service, the Journal Editor's term may be extended by the

Board, normally for not more than one year. The Graduate Student Representative's term may be extended by no more than one year.

#### Section 4. Replacement

In the event of a vacancy in any office, through absence, death, resignation, or incapacity, the Board shall have the power to make interim appointment to the office. The appointment shall terminate at the Annual Meeting following the first regular election at which the office might be filled according to the provisions governing elections. Individuals so appointed or elected to interim terms for periods of one half or less of the normal elective term are exempt from the restrictions on re-election specified in Section 3 of this Article.

#### ARTICLE VI. Duties of Officers Section 1. President

1.1. The President shall be the presiding officer of the Society and Chairperson of the Board. The President shall have the usual appointive powers and shall exercise all the duties and responsibilities commonly associated with this office, with the advice and consent of the Board, except as otherwise provided in these Bylaws.

1.2. Unless otherwise determined by the Board, the President shall serve as the first representative of the Society on the Section Assembly of the Association.

#### Section 2. President-elect

2.1. In the absence of the President or in the President's inability or incapacity to serve as determined under the provisions of Section 7.11 of this Article, the President-elect shall assume the duties of the President, under the provisions of Article V, Section 4, and the Board shall fill the office of President-elect by appointment.

2. 2. Unless otherwise determined by the Board, the President-elect shall serve as the second representative of the Society on the Section Assembly of the Association.

#### Section 3. Secretary

3. 1. The Secretary, subject to the directives of the Board, shall be responsible for the maintenance of the records of the Society, and otherwise discharge the duties commonly associated with the office, subject to provisions in these Bylaws.

3. 2. The Secretary shall have general charge of administrative matters under the direction of the President; shall act as Secretary of the Board; shall have responsibility for communications to membership from the Board (including but not limited to calls to the Annual and Special Meetings); and

3.4. In the event of absence, death, or incapacity of the Treasurer, the Secretary shall exercise all powers of the Treasurer. Such powers shall remain the Secretary's until a successor to the Treasurer is appointed or elected.

3.5. The Secretary shall compile the minutes of Annual, Special, and any other meetings of the Society which shall include the reports of all officers, committees, delegates, and representatives required to make such reports. All such minutes and reports shall be placed in the AES Digital Archives. The Secretary compiles and sends periodic newsletters to the membership and works in collaboration with the AES webmaster to update AES website.

3.6. Unless otherwise determined by the Board, the Secretary shall be the third representative of the Society on the Section Assembly of the Association.

#### Section 4. Treasurer

4.1. The Treasurer shall be responsible for the administration of the finances of the Society and the journal subject to budgetary and other regulations approved by the Board and to approval by the Association. The Treasurer shall be the Society's fiscal agent in dealing with the Association, the journal, and with other persons or organizations. The Treasurer shall be responsible for the maintenance of proper and adequate records which at all times shall be open to inspection of the Board, and for provision of necessary financial information to the Association. At the Annual Meeting of the Board, the Treasurer shall submit a budget to the Board for the ensuing year and shall render an annual report which when approved by the Board shall be presented to the Annual Business Meeting for approval and shall be included in the Annual Report of the Society.

4.2. The Treasurer may, subject to authorization and budgetary provision by the Board and the Association, employ clerical assistance or delegate selected functions to the Association.

4.3. The Treasurer shall be a member but not the Chairperson of any Finance Committee appointed by the Board.

4.4. In the event of absence, death, or incapacity of the Secretary, the Treasurer shall exercise all powers of the Secretary. Such powers shall remain the Treasurer's until a successor to the Secretary is appointed or elected.

4.5. Unless otherwise determined by the Board, the Treasurer shall be the fourth representative of the Society on the Section Assembly of the Association.

#### Section 5. Editors

5.1. The Digital Content Editor shall have responsibility for the Society's Website, Intern Team and Social Media as well as other communications of the Society except for its journal, for *Anthropology News* and those publications that are under the direction of the Secretary, under the direction of the Board and subject to the provisions of these Bylaws.

5. 2. The Journal Editor shall have full charge of the journal publications of the Society, under the direction of the Board and subject to the provisions of these Bylaws. The Journal Editor has independent editorial responsibility for the journal.

5.3. The Journal Editor shall submit an annual budget to the Board through the Treasurer. Subject to approval of those budgets, all bills relating to publishing obligations shall be certified to the Treasurer by the Editors. The Journal Editor shall render an annual report to the Board, which upon approval shall be presented to the Annual Business Meeting.

5.4. The Editors may, subject to review by the Board, appoint Associate and Assistant Editors. The Associate and Assistant Editors shall serve concurrently with and under the direction of the appointing Editor, to whom they shall be responsible. The Editors may, subject to authorization and budgetary provisions by the Board and the Association employ clerical and editorial assistance.

## Section 6. Board Liaison

### 6.1 Section Liaison

The Section Liaison shall foster collaborations and work in coalition with AAA and other AAA sections; identify and work together with the Board on an as-needed basis to carry out projects and ongoing tasks; to collaborate in organizing fora, sessions, workshops or other events at AAA Annual Meetings and AES Spring Meetings; and to be responsible for the AES's contribution to *Anthropology News*.

## Section 7. Councilors

7.1. Councilors shall attend the meetings and participate in the business of the Board, serve on such committees as may be established and to which they may be appointed, and take on a rotation of special assignments for the Board. Such assignments may include organization of the AES section of the AAA annual meeting program, administration of book prizes, and organization of the AES special meeting (currently known as the spring conference).

7.2. Unless otherwise determined by the Board, the Councilors shall be the fifth, sixth, seventh, and eighth representatives of the Society on the Section Assembly of the Association, in the order of their dates of election.

## Section 8. Board of Directors

8. 1. Membership of the Board is defined in Article V, Section 1.

8.2. Subject to general directives and limitations imposed by the membership by referendum, the Board shall have authority to execute on behalf of the Society all powers and functions of the Society, as defined in these Bylaws.

8. 3. An annual meeting of the Board shall be held before the Annual Business Meeting of the Society. The Annual Business Meeting of the Society shall be held in conjunction with the Annual Meeting of the Association.

8. 4. The Board may hold Special Meetings at the call of the President. Special Meetings of the Board shall also be called by the President at any time upon written demand of at least three members of the Board. Appropriate notice must be given in the call.

8. 5. All meetings of the Board shall be governed by the most recent revision of Robert's Rules of Order.

8. 6. A quorum of the Board shall consist of a majority of its membership.

8. 7. Questions shall be decided by the Board by a majority of the votes cast at any meeting or by ballot, except as otherwise provided in these Bylaws. In case of a tie vote the decision of the President shall be final.

8. 8. The President alone may, or shall at the written request of any member of the Board, ask the Board to vote on specific questions that arise between meetings of the Board by ballot. This provision shall not be used in place of the ballots administered by the Association (elections of officers and councilors general membership, and revisions of Bylaws, per Articles VIII.1 and X1.1.) Other ballots not subject to that restriction shall be distributed by the Secretary who shall specify on the ballots the date on or before which they are to be returned to the Secretary. Barring an emergency situation, this date shall not be less than fifteen nor more than thirty days from the date of their distribution by the Secretary. Members of the Board whose ballots are not received by the specified date shall be counted as absent, not a part of the quorum, and not voting.

8. 9. Annual Reports of officers, councilors, editors, and graduate student member, as well as reports by any representatives, delegates, committees, and agents shall be received and approved by the Board. At the direction of the Board or as elsewhere provided in these Bylaws, these reports shall be presented in full or in brief form at the Annual Business Meeting.

8. 10. The Board and its individual members shall act upon the budget provided by the Treasurer. A summary of the budget shall be submitted by the Board to the Annual Business Meeting for approval.

8. 11. The Board is empowered to decide by two-thirds vote of its total membership on the incapacity, or inability or failure to fulfill the responsibilities of any elective or appointive officer of the Society, to thus remove any such person from office, and to appoint a replacement under the provisions of Article V, Section 4. Failure to fulfill duties may include but is not limited to repeated absence from meetings of the Board. Such actions may be overridden by two-thirds vote of the members present at the next Annual Business Meeting.

## ARTICLE VII. Initiatives, Referenda, and Resolutions

### Section 1. Initiative

An initiative petition is a petition signed by no less than five percent of the membership (as enumerated by the Association at the time of the petition) and certified as valid by the Secretary. The Secretary shall present such a petition to the Board within thirty days of its receipt. Signatures that are in the judgment of the Secretary illegible shall be considered invalid. An electronic message (such as e-mail) may substitute for a signature.

### Section 2. Referendum

2. 1. A referendum vote shall be held by mail ballot at any time upon the initiation of the Board or an initiative petition to the Board. Whenever practicable a referendum shall be held in conjunction with mail balloting conducted by the Association. Ballot materials shall indicate a date by which they must be received by the Secretary or by the Association in order to be counted as votes. This date shall be not less than thirty days after they were distributed to members.

2. 2. A majority of votes so received shall constitute the deciding vote, except for amendment of these Bylaws, for which the provisions of Article VIII shall govern.

2.3. The Association shall certify the vote to the Board and announce the result in the Newsletter or equivalent publication as soon as practicable. The provisions of the referendum, if passed, shall be effective as of the date of certification unless otherwise specified in the referendum text.

### Section 3. Resolutions

3.1. Resolutions or other business proposed by members for consideration at any business meeting must be submitted to the Secretary or the President at least fifteen days before that meeting in order to be placed on the agenda. Exceptions to this deadline may be made so as to allow new business from the floor of the Annual Business Meeting, subject to the discretion of the Secretary.

3. 2. Any member of the Society may request that a resolution or motion passed at the Annual Business Meeting be submitted to the Society's membership for ratification by referendum. Such requests must be made to the President within thirty days of the publication of the minutes of the business meeting. The President must circulate such a request to the Board within fifteen days of receipt for a fifteen-day period of comment, and a vote. Requests approved by a majority of the Board shall be submitted to the Society's membership as a referendum initiative as soon as practicable thereafter, in conjunction with the Association's balloting process

## ARTICLE VIII. Amendments

### Section 1. Effectuation

These Bylaws may be amended only by referendum administered by the Association, pursuant to the provisions of Article VII, except that a minimum of two-thirds of the votes cast is necessary for approval.

## Section 2. Proposals

Amendments may be proposed by the Board or by initiative petition. ARTICLE IX. Meetings

### Section 1. Scientific Meetings

1. 1. The Society shall hold an Annual Meeting at a time and place to coincide with the Annual Meeting of the Association. At this meeting, in addition to the annual report to members, other matters of anthropological interest may be presented.

1. 2. Special, Joint or Regional Meetings for the purpose of discussing anthropological problems, and matters of mutual interest among anthropologists may be called by the President at any time, and shall be called upon direction by the Board, in both cases provided at least sixty days advance notice is given.

1.3. The meeting previously known as the Annual Spring Meeting of the American Ethnological Society, Inc. (currently known as the Annual Spring Conference of the American Ethnological Society) may be considered and continued as a Special Meeting of the Society under these provisions.

### Section 2. Business Meetings

2.1. Other business of the Society may be conducted concurrently with the Annual Meeting at the Annual Business Meeting of the Society.

2. 2. Any matter of business may be decided at a Special Meeting, subject to the provisions of these Bylaws, provided notice of such business is specified in the call. Special Meetings shall be called by the President at any time at the direction of the Board.

2. 3. At the Annual Business Meeting or any Special Meeting held for the conduct of other than scientific or scholarly purposes, the attending members shall constitute a quorum provided a majority of Board members are also in attendance.

2.4. The Annual Business Meeting and any Special Meeting held for the conduct of business shall be governed by the most recent revision of Robert's Rules of Order, and a majority vote shall decide any issue, except as otherwise provided in these Bylaws.

### Section 3. Notice of Meetings

3.1. Notice of the place and date of the next Annual Business Meeting, the next Special Meeting (known as the Annual Spring Conference), and a preliminary program shall be published in the Newsletter or other appropriate publication of the Society or Association and/or mailed by the Secretary to the members as soon as practicable after the last such



meetings. Insofar as possible such publications and distribution shall be conducted jointly with the Association.

3. 2. Notices of Special Meetings (other than the Special Meeting known as the Annual Spring Conference) shall be distributed by the Secretary to members at least thirty days in advance of the meeting.

3.3. Notices of Regional and Joint Meetings shall be distributed to members as far in advance as practicable.

#### Section 4. Programs of Meetings

4.1. A Program Chair for the Society's portion of the Association's Annual Meeting shall be appointed by the Board and charged with the responsibility for its scientific program. The Program Chair shall consult with the Board concerning the form and general content of the scholarly program of the Annual Meeting. The Program Chair may appoint a committee to assist with these responsibilities.

4. 2. A Councilor serving as Conference Organizer for the Society's Special Meeting (known as the Annual Spring Conference) shall be appointed by the Board and charged with responsibility for its scholarly program. The Conference Organizer shall consult with the Board concerning the time, place and budget for the Conference, as well as the general content of the call for papers. The Conference Organizer may appoint a committee to assist with these responsibilities.

4.3. Programs for Special, Joint or Regional Meetings shall be the responsibility of program conveners or special committees appointed by the President as conditions require.

### ARTICLE X. Elections

#### Section I. Nominations

1. 1. At least 120 days before the Annual Business Meeting of the Society in each year, the Board shall appoint a Nominating Committee of at least three members, of whom at least two shall be current members of the Board. For the offices of President-elect and Councilors, the Nominating Committee shall nominate at least two and not more than three member candidates for each position, in the years in which the respective terms of these offices shall expire. For the office of Journal Editor, the President may appoint a special Search Committee of at least four members, including at least three Board members. For offices appointed by the Board (Secretary, Treasurer, Section Editor, Journal Editor and Graduate Student Representative), nominations shall be solicited by the President from Board members, acting as a committee of the whole. Prior to their inclusion on the ballot, all prospective nominees must indicate in writing their willingness to serve as officers of the Society. The list of nominees to be elected by the Society membership shall be provided to the Association in accordance with its procedures, and in a timely manner.

1.2. Nominations for any elective office may also be made by initiative petition. Any such petition must reach the Secretary at least 120 days before the Annual Business Meeting of the academic year for which the nominations are intended and must be certified as valid by the Secretary.

## Section 2. Administration

2.1. Elections are to be administered, and their results announced, by the Association on behalf of the Society.

2. 2. The candidate for an office who receives the highest number of votes shall be declared elected to that office. In the event of a tie vote, a second ballot shall be administered by the Association.

## ARTICLE XI. Finances

### Section 1. Fiscal Year

The fiscal year of the Society shall be that of the Association. Section 2. Approval of the Association

2.1. In June of each year, the Society shall submit an annual operating budget for the next calendar year to the American Anthropological Association which, when approved, shall govern Society activities.

2.2. No financial obligations shall be incurred in behalf of the Society by The Board or its officers or agents without the approval of the Association.

### Section 3. Dues

3.1. Annual dues shall be fixed by the Board and shall be payable so as to conform to the billing schedule of the Association.

3. 2. Revenues from annual dues and other sources shall constitute a general fund, available, to the extent possible under the Association's rules governing section reserves, for operations, publications, and current expenses consistent with the purposes of the Society as the Board may determine.

### Section 4. Financial obligations

Subject to spending limits set by the American Anthropological Association, no financial obligations in excess of funds available in the treasury shall be assumed by the Board, the Journal Editor, or by any other officer on behalf of the Society except that, for the purpose of this section, estimated receipts from annual dues and other accounts receivable for the current year may be considered as available funds.

### Section 5. Endowment funds

The Society may request the establishment of endowment funds for the purposes of awarding prizes, awards or scholarships to be administered by the American Anthropological Association. Such funds must follow the AAA guidelines for the establishment of endowment funds.

Updated February 6, 2021 for election in the AAA's spring ballot, 2021