



*Academy
of Science*

General Information

Constitution and By-Laws

(Revised 1963)

FOUNDED IN 1956

AFFILIATED WITH THE AMERICAN ASSOCIATION
FOR THE ADVANCEMENT OF SCIENCE

AFFILIATED INSTITUTIONS

Amerind Foundation, Inc.
Arizona Geological Society
Arizona-Sonora Desert Museum
Arizona Zoological Society
Desert Botanical Gardens
Kitt Peak National Observatory
Museum of Northern Arizona
Navajo Tribal Museum
Pueblo Grande Museum
Southwestern Monuments Association
Southwestern Research Station of the American
Museum of Natural History

The ARIZONA ACADEMY OF SCIENCE was organized January 28, 1956, at Phoenix College, Phoenix, Arizona. Its avowed purpose is to stimulate research and education in science; to provide a means of disseminating scientific knowledge; to promote fraternal relationships among scientists; and to assist in the development of the State. Any person in sympathy with these objectives may become a member of the Academy.

Since its inception in 1956, the Academy has grown to include a membership of over five hundred. Numerous activities have become a permanent part of the program and the Academy has become firmly established and recognized as one of the leading scientific organizations in Arizona.

The Arizona Academy of Science is affiliated with the American Association for the Advancement of Science and has a representative on the Council of that organization. The Academy is also represented on the Academy Conference of the AAAS and through this group can cooperate with other state academies in various activities.

The Arizona Academy of Science is a non-profit organization and all dues and contributions to it are exempted from taxation.

ANNUAL MEETINGS

The Academy conducts an Annual Meeting which is held in the spring in one of the major scientific areas of the State. The annual business of the organization, such as election of officers of the Academy and its sections, determination of future policies and evaluation of past activities, is acted upon by the membership.

The Annual Meeting also provides for an exchange of scientific information and opinions among members through the presentation of research papers on numerous topics at the Section Meetings.

SECTION MEETINGS

The membership of the Academy, although having mutual interests, is varied and includes persons in numerous fields of science. Sections within the Academy provide members with specialized scientific interests the opportunity of planning programs which will be suited to their interests. Sections meet at the Annual Meeting and may meet more frequently in any area of the State. A new section may be formed upon presentation and approval of a petition signed by 25 or more members interested in the new section.

Section activities may include the presentation of papers, symposia, field trips, and assistance to primary and secondary education. Each section elects one person as associate editor to the Editorial Board.

JUNIOR ACADEMY SECTION

Persons with an active interest in science who are 18 years of age or younger may join the Junior Academy. This section is modeled after the Senior Academy and is supervised by a Junior Academy Director. The Junior Academy consists of clubs, each club with its own officers, by-laws, and activities. The Annual meeting and section meetings provide a background of activity for the members on a statewide basis.

EDUCATIONAL PROGRAM

The Academy, in conjunction with the National Science Foundation, is engaged in a scientific instructional program called the Traveling Science Institute. Popular science and instructional lectures are presented in Arizona communities during the school year in an effort to increase interest in science and to bring new developments in science to the attention of the general public and to the public school teachers and students of Arizona. The efforts of all members of the Academy are welcomed in this most important endeavor.

JOURNAL

The JOURNAL OF THE ARIZONA ACADEMY OF SCIENCE provides an outlet for publications by members of the Academy, particularly for articles of interest to fellow Arizonians. News items of interest to the members also appear in the JOURNAL. The JOURNAL has nationwide library distribution which provides that fellow scientists in other states are made aware of the activities and contributions of Arizona Academy members. A subscription to the JOURNAL is included with each membership.

RESEARCH GRANTS-IN-AID

In addition to facilitating contact for research-minded individuals in the State, the Academy has great interest in stimulating research at the Senior and Junior membership levels. The Grants-in-Aid are supported by contributions to the Research Fund and awards are made at semi-annual intervals to members. Application forms may be obtained from the Corresponding Secretary of the Academy. Proposals are received on February 15 and October 15 of each year.

SCHOLARSHIP

A one-year college scholarship is awarded annually to a graduating Arizona high school senior. The scholarship is awarded on the basis of high school achievement and intention to matriculate as a science major in an Arizona institution. Application forms may be obtained from the Corresponding Secretary of the Academy.

Constitution and By-Laws for the Arizona Academy of Science

Article I

The name of this organization shall be the Arizona Academy of Science.

Article II

The purpose of this Academy shall be: to stimulate scientific research and education; to disseminate scientific knowledge in the various fields of science; to promote fraternal relationship among those engaged in scientific work; to assist in developing and in making known the material and other resources of the State; to encourage the publication of reports of scientific investigations; and to unify the scientific interests of the State.

Article III

Section 1. The membership shall consist of:

1. Regular Members
2. Life Members
3. Sustaining Members
4. Fellows
5. Honorary Members
6. Patrons
7. Junior Members

Section 2. The manner of nomination and election to all membership grades of the Academy, and provisions concerning fees, shall be incorporated in the By-Laws of the Academy in the regular manner.

Article IV Officers

Section 1. The elected officers of the Academy shall be a President, a President-elect, a Corresponding Secretary, a Membership Secretary and a Treasurer. These officers shall be chosen by ballot at the time of the annual meeting and shall hold office beginning with the date of election and continuing until the next annual meeting.

Section 2. The above officers shall perform the duties usually pertaining to their respective offices as defined in the By-Laws.

Section 3. An Editor shall be appointed by the Executive Committee.

Section 4. Three Councillors-at-large shall be appointed by the President, one member appointed each year and each to serve three years. One councillor will be from each of the geographic areas of the state, Northern, Central and Southern sections

and will represent, as far as possible, industry, government and educational institutions.

Section 5. The Executive Committee shall consist of the elected and appointed officers and the immediate Past President. The President shall be an ex officio Chairman of the Executive Committee.

Section 6. A Director of the Junior Academy shall be appointed by the Executive Committee.

Section 7. Rules governing elections shall be such as are laid down in the By-Laws.

Article V Meetings

A regular annual meeting of the membership shall be held at such time and place as provided for in the By-Laws. Special meetings may also be held as stated in the By-Laws. Prior to each annual meeting of the Academy the Executive Committee and chairman of sections and standing committees will hold a planning meeting at which the agenda for the annual meeting will be arranged.

Article VI Affiliations

The Academy may enter into such relations of affiliation with other organizations of appropriate character as may be recommended by the Executive Committee and ordered by a three-fourths vote of the members present at any regular meeting.

Article VII Amendments

This constitution may be amended by a three-fourths vote of the membership present and voting at an annual business meeting, provided that notice of the proposed change has been sent by the Corresponding Secretary to all members at least one month before such a meeting.

BY-LAWS

I. Members

a. Regular Members. Persons 18 years or older who are interested in science may make application in writing to the Membership Secretary of the Academy. The applicant shall be elected upon approval by the Executive Committee. Initial annual dues must be submitted with the Application for Membership. The amount of the annual dues for a regular member shall be established by the Executive Committee, but not to exceed seven and one-half dollars (\$7.50).

b. Life Members. Any regular member who at one time shall contribute to the Endowment Fund

of the Academy a sum established annually by the Executive Committee to yield interest equal to or greater than the current annual dues for a regular member shall be declared a life member and shall be exempt from the payment of all regular dues thereafter. The Treasurer of the Academy shall maintain the Endowment Fund in a secured account. The interest from the Endowment Fund shall be deposited in the general fund of the Academy.

c. Sustaining Members. Regular members paying not less than three times the regular annual dues shall be identified as Sustaining Members.

d. Fellows. Any regular member who has been a regular member of the Academy for not less than five years and who has successfully engaged in recognized scientific work may be nominated as a Fellow by the Fellows Committee to the membership. A majority vote of the membership present at the annual meeting shall be necessary to confirm the invitation to become a Fellow of the Academy.

e. Honorary Members. Any person who has rendered conspicuous service in the advancement of science may be elected to honorary membership in the Academy. Nomination may be made in writing by any voting member of the Academy to the Executive Committee which, upon approval, shall present the name of the nominee to the membership. A majority vote of the members present at the annual meeting shall be necessary to confirm the invitation to honorary membership. Ordinarily, not more than one honorary member shall be elected in any one year. An honorary member is exempt from payment of annual dues. He is a non-voting member and can not hold office in the Academy unless he is simultaneously a regular member.

f. Patrons. Any firm, institution, or business organization may apply to the Membership Secretary for patron membership in the Academy. Approval by the Executive Committee shall be necessary for election. The annual dues for a patron member shall be one hundred dollars (\$100.00). The initial dues must be submitted with the membership application. Not less than 50% of the annual dues from each patron member shall be deposited in the Endowment Fund, the remainder in the general fund. A patron is a non-voting member of the Academy.

g. Junior Members. Any student 18 years of age or younger, who is interested in science, may become a member of the Junior Academy section of the Academy, according to the by-laws of the Junior Academy. Junior members are non-voting members of the Academy and are exempt from payment of dues to the Senior Academy.

II. Accounts

The fiscal year of the Academy shall end on December 31. All annual dues for the ensuing year shall be due on January 1. Any member in arrears for dues for one year shall be dropped from the roll of members, provided he has had at least two notices of the indebtedness mailed to him. Upon payment of his arrears, however, such person may be restored to membership by majority vote of the Executive Committee.

III. Expulsion of Members

The Executive Committee shall have the right to expel or suspend a member after a hearing at which the accused shall have the right to be present in person. The accused shall be notified by registered mail two months prior to the hearing. A majority vote of all members of the Executive Committee shall be necessary to expel or suspend a member, and an appeal from the decision may be made to the members of the Academy at the following annual business meeting. A majority vote of the members present at such a meeting shall be required to reverse the decision of the Executive Committee.

IV. Duties of Officers

a. The President shall preside over all meetings of the Academy and of the Executive Committee. He shall be responsible for the administration of all activities of the Academy and shall cause the provisions of the Constitution and By-Laws to be executed. He shall call special meetings of the Academy and Executive Committee whenever he shall consider such meetings necessary, or upon written request of the majority of the Executive Committee, or upon written request of twenty-five active members. He shall appoint all standing committees subject to the approval of the Executive Committee. He shall be an ex officio member of all committees except the nominating committee.

b. The President-elect shall serve as the vice-chairman of the Executive Committee and shall, in the absence of the President, preside over all meetings and shall assume the powers of the President. The President-elect shall become the President at the end of one year.

c. The Corresponding Secretary shall keep a record of all meetings of the Academy and of the Executive Committee and shall prepare them for publication if required. He shall conduct all correspondence relating to the Academy on matters other than membership. He shall have charge of the preparation, printing and mailing of announcements of meetings and so forth. After each annual meeting he shall send to each incoming member of the Ex-

ecutive Committee and to each section Chairman a copy of the Constitution and By-Laws and a current list of the officers of the Academy.

d. The Membership Secretary shall keep a record of the membership of the Academy. He shall prepare and mail notices of dues and shall keep a record of the dues paid by the members. He shall have charge of mailing copies of the Constitution and By-Laws and a current list of the officers of the Academy to new members and to prospective members. In December, he shall present to the Executive Committee a report on the current membership of the Academy.

e. The Treasurer shall receive and disburse all funds of the Academy and shall have custody of all funds. He shall keep an account of receipts and disbursements in detail, and at the annual meeting present a report of receipts and disbursements to date. He shall present to the Executive Committee an annual audited report of the financial status of the Academy.

V. Appointed Officers

a. The Executive Committee shall appoint the Editor for a term of three calendar years. Appointment may be made only upon at least a three-fourths majority approval of the Executive Committee. The Editor shall serve as chairman of the Editorial Board and shall have charge and manage all publications of the Academy. The Editorial Board shall consist of the Editor and one Associate Editor from each of the sections. Each Associate Editor shall be elected by a majority vote of the membership in his section; and his appointment to the Editorial Board shall be subject to the approval of the Executive Committee.

b. The Director of the Junior Academy shall operate under the supervision of the Junior Academy Committee of the Arizona Academy of Science.

c. The President may appoint only one Councillor-at-large without the formal approval of the Executive Committee. If the President continues in office for more than one term or if unscheduled vacancies occur in the Councillors-at-large, appointment of additional Councillors-at-large shall be subject to the approval of the Executive Committee.

VI. Executive Committee

a. The Executive Committee shall constitute a Board of Directors of the Academy.

b. The Executive Committee has executive authority with legislative powers of the Academy in the intervals between Academy meetings, but no extraordinary act of the Committee shall remain

in force beyond the next following annual meeting without specific ratification by the Academy. Specific duties shall be:

1. To approve research and scholarship grants made in the name of the Academy.
2. To receive nominations for memberships, and on approval, to submit nominations for honorary memberships to the Academy for action.
3. To fill vacancies ad interim in any office of the Academy.
4. To make recommendations to the Academy on matters pertaining to general policy.
5. To take action on applications of affiliated organizations.
6. To determine the time and place of annual and special meetings.
7. To confirm standing committee members appointed by the President.
8. To make an annual report.
9. To approve editorial policy.
10. In the event of the dissolution of the Arizona Academy of Science, to decide which state or national tax exempt scientific organization is to receive the remaining funds and assets of the Arizona Academy of Science.

c. A majority of the Executive Committee shall constitute a quorum.

d. An "approval" of the Executive Committee shall be construed to mean a majority approval except where indicated otherwise.

VII. Elections

a. Officers shall be elected at the business session of the annual meeting.

b. The nominating committee of three active members shall be appointed by the President at least two months before the annual meeting. This committee shall nominate officers to serve the Academy during the ensuing year. Nominations may also be made from the floor by any member in good standing. Each nominee shall express his willingness to serve in the office for which he is being nominated before his nomination. The nominee for each office receiving the largest number of votes of the active members present shall be elected.

VIII. Meetings

a. An annual meeting shall be held at a time and place to be determined by the Executive Committee; such time and place is to be determined within ninety days after the preceding annual meeting. The Executive Committee shall be em-

powered, upon a written request of the majority, to have the President call other meetings of the Academy whenever it may seem advisable.

b. Notice of all meetings of the Academy shall be sent to all members at least one month in advance of the date of the meeting.

c. The active members present at the annual meeting shall constitute a quorum.

d. Meetings of the Executive Committee shall be held at the call of the President. The Corresponding Secretary shall call a meeting of the Executive Committee upon receiving a written request by three members of this committee.

IX. Committees

a. Standing committees shall be appointed by the President subject to the approval of the Executive Committee. These standing committees are as follows:

1. Fellows Committee
2. Finance Committee
3. Junior Academy Committee
4. Membership Committee
5. Necrology Committee
6. Nominating Committee
7. Program Committee
8. Publicity Committee
9. Research Committee
10. Resolutions Committee
11. Scholarship Committee

b. Other committees may be appointed by the President when authorized by the Executive Committee.

X. Sections and Affiliated Societies

a. Sections. Upon application to the Executive Committee by not less than 25 members, permission may be granted to form a section of the Academy. Officers of these sections shall be a Chairman, a Secretary and an Associate Editor who is a member of the Editorial Board. Officers and members of the Section may not speak for the Academy or take action affecting Academy policy without prior approval of the Executive Committee. The Executive Committee must approve any change in status of sections and may make such changes as are necessary for the proper functioning of sections. Sections must notify the President of meeting dates prior to such meeting and must forward a copy of the minutes of the meeting to the Corresponding Secretary.

b. Duties of the officers of Sections. The duties of the Chairman of a section shall be to preside at sectional meetings and to stimulate participation in the activities of the section. The Secretary of the

section shall aid the Chairman of the section by keeping records of the section members, actions, and activities, preparing and submitting to the Corresponding Secretary reports of all section meetings; and assuming responsibility for assembling titles of papers and reports to be presented at the annual sessions of the section.

c. Affiliated Societies. Any state scientific organization, or part of a national organization may, upon application, be elected an affiliated society by the Executive Committee.

d. Provision is hereby afforded for the sponsorship of a Junior Academy of Science as a section of the Academy and shall operate under its own by-laws within the framework of the constitution and by-laws of the Academy. The activities of the Junior Academy shall be supervised by the Junior Academy Committee of the Arizona Academy of Science.

XI. Publications

The editing of all publications of the Academy shall be the responsibility of the Editorial Board. It shall be the duty of this board to pass on the merits of papers submitted for publication, and establish, with the approval of the Executive Committee, an editorial policy.

XII. Order of Business

a. The order of Business at annual meetings shall be as follows:

1. Calling to order by the President.
2. Reading the minutes of previous meetings.
3. Reports of officers.
4. Election of Honorary Members and Fellows.
5. Business.
6. Reports of committees.
7. Election of officers.
8. Adjournment.

b. The program may be interpolated in the order of business according to convenience.

XIII. Rules of Order

The rules contained in Robert's Rules of Order shall govern the Academy in all cases in which they are not inconsistent with the Constitution and By-Laws of this organization.

XIV. Amendments

By-Laws may be adopted, amended, or repealed at any annual meeting by a majority vote of the active members present, provided that notice of the proposed change has been sent by the Corresponding Secretary to all members at least one month before such a meeting.