

CONSTITUTION AND BYLAWS INTERNATIONAL SOCIETY OF HYMENOPTERISTS

CONSTITUTION

ARTICLE I

Section 1. This organization shall be known as the International Society of Hymenopterists.

Section 2. The objectives of the Society shall be to encourage scientific research and to promote the diffusion of scientific knowledge concerning Hymenoptera.

ARTICLE II

Section 1. The membership of the Society shall consist of Full Members, Student Members, and Life Members.

Section 2. All members shall be individuals who are interested in Hymenoptera and the objectives of the Society. Each Full Member and Student Member shall pay to the Society annual dues as prescribed in the Bylaws, except when sponsored by another member or by the membership at large at the discretion of the Secretary or Treasurer.

Section 3. Student Members shall be full-time undergraduate, or part-time or full-time graduate students at a recognized institution of higher learning. Each Student Member shall pay to the Society annual dues as prescribed in the Bylaws. To qualify for Student Membership, a student must have his or her status verified by a faculty member at his or her institution. Student Members shall have all the rights and privileges of active membership except holding office.

Section 4. Emeritus Members shall be members who have retired from active service, and who petition the Executive Committee for a change in classification. Election to Emeritus Membership requires a three-fourths vote of the Executive Committee present or voting by mail. Emeritus Members shall have all rights and privileges of active membership except holding office, and shall be released from payment of dues. Emeritus Members may subscribe to any journals published by the Society with the payment of subscription fees.

Section 5. Sustaining Members shall be educational or commercial institutions, or individuals interested in the promotion and advancement of the study of Hymenoptera, and who are in sympathy with the objectives of the Society. Annual dues shall be paid as prescribed in the Bylaws.

Section 6. Life Members shall be individuals who have paid the Life Member dues, to be set by the Executive Committee. Life Membership will automatically be awarded to recipients of the *International Society of Hymenopterists Distinguished Research Medal*. In exceptional cases, Life Membership can be awarded by majority vote of the Executive Committee.

Section 7. Members in Good Standing shall be any Full Member or Student Member who has paid their annual dues for the year, or a Full Member or Student Member sponsored by another member or the membership at large, or any Life Member. A Member in Arrears shall be any Full Member or Student Member who has not paid their annual dues for the year and who is not sponsored by another member or the membership at large.

ARTICLE III

Section 1. The officers of the Society shall consist of a President, a President-Elect, a Past President, an Editor, a Secretary, a Treasurer, and a Webmaster/Archivist. The President-Elect shall serve for two years, and then automatically assume the office of President for two years, after which he/she shall serve as Past-President for two years. The Editor, Secretary, Treasurer, and Webmaster/Archivist shall each serve for four years.

Section 2. The elected officers shall take office at the close of the business session of the next scheduled meeting of the Society following their election and shall hold office until their successors have been elected and take office.

ARTICLE IV

Section 1. The President shall discharge the usual duties of a presiding officer at the meetings of the Society and the Executive Committee.

Section 2. The President-Elect shall assume the duties of the President in the event of his or her absence. In the event that both the President and President-Elect are absent at a meeting, The President may appoint another member of the Executive Committee to serve as presiding officer.

Section 3. The Editor shall assume editorial responsibility for any journals published by the Society. He or she shall be responsible for selecting and delegating the duties of any subject editors.

Section 4. The Secretary shall keep the records of the Society. He or she shall be responsible for notifying the membership of meetings, calls for papers, dues, nominations, annual reports, and all other items as directed by the Executive Committee. He or she shall record minutes of meetings of the Society and Executive Committee, and maintain the record of names and address of members.

Section 5. The Treasurer shall have custody of all funds of the Society, except those in the Endowment Fund, and shall make routine disbursements as required. Unusual disbursements and/or investments shall be made only with the concurrence of the Executive Committee. He or she shall keep an account of receipts and disbursements and those accounts shall be audited as provided by the Executive Committee. He or she shall present a statement of the receipts and expenditures and funds for the past year at the business session of regular meetings of the Society.

Section 6. The Webmaster/Archivist shall construct and/or maintain the website of the Society and collect, archive, and convert to electronic media documents and records of historical and practical value to the Society. He/she shall be responsible for placing minutes of meetings, announcements, and other materials directed by the Executive Committee on to the website and into permanent storage for future reference.

ARTICLE V

Section 1. The Executive Committee shall consist of the President, President-Elect, Editor, Secretary, and Treasurer.

Section 2. The Executive Committee shall execute and administer the affairs of the Society during the interval between the regular meetings. It shall be responsible for authorizing all unusual expenditures by the Treasurer and shall fill temporary vacancies among the officers.

ARTICLE VI

Section 1. The Executive Committee shall appoint a Nominating Committee of at least three members to serve for one year. The Nominating Committee shall solicit nominations for those officer vacancies on the Executive Committee that will occur in the following year. The Nominating Committee shall nominate at least two persons for each office, excepting Editor and Webmaster/Archivist for each of which a single person may be nominated, and ascertain whether the proposed nominees will accept office if elected. The slate of nominees will be made available to the membership by the Secretary, and an electronic or mail ballot will be taken, whose form shall depend upon the individual access to electronic mail of the membership. The candidate who receives the majority of votes cast shall be declared elected.

Section 2. The Executive Committee shall have the authority to appoint a member of the Society to fill the remainder of the term of any officer of the Society who is unable to continue for whatever reason.

Section 3. Standing committees and ad hoc committees shall be appointed by the Executive Committee.

ARTICLE VII

Section 1. The Society shall hold regular meetings as provided in the Bylaws. The Executive Committee may arrange for special meetings and/or joint programs with related scientific groups, and for presentation of papers.

ARTICLE VIII

Section 1. Amendments to the Constitution of the Society may be proposed in writing by any member to the Executive Committee. Such proposed amendments as are approved by a majority vote of the Executive Committee shall be submitted to the members by an

electronic or mail ballot, and will be adopted if approved by a two-thirds majority of those members voting.

ARTICLE IX

Section 1. In the event of dissolution or termination of the International Society of Hymenopterists, title to and possession of all property of the Society 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 195 (or corresponding provision of a future United States Internal Revenue Law), as the Executive Committee shall deem best qualified to carry on the functions of the Society.

ARTICLE X

Section 1. The Society will have an award for outstanding research on Hymenoptera that will be called the *International Society of Hymenopterists Distinguished Research Medal*. The rules outlined under the Bylaws will apply to the award.

Section 2. From time to time the Executive Committee will make an award called the *International Society of Hymenopterists Service Award*. The award is to recognize service to the Society above and beyond what is considered a normal contribution by a member to the Society activities. The rules outlined under the Bylaws will apply to the award.

ARTICLE XI

Section 1. The Society will have an Endowment Fund, the purpose of which will be to support special activities, to foster the study of Hymenoptera, and to encourage research and training of young scientists. The rules outlined under the Bylaws will apply to the Endowment Fund.

BYLAWS

1. Annual dues for Full Members shall be \$45.00 US per year. Student Members shall pay \$22.00 US per year. Sustaining (institutional) Members shall pay \$80.00 US per year. Dues may be waived upon motivation at the discretion of the Treasurer. Dues may be adjusted, as necessary, by unanimous decision of the Executive Committee after considering feedback from membership present at the Annual Business Meeting during the year in question.

2. These Bylaws may be amended or suspended, or new bylaws may be enacted, by a two-thirds vote of the members responding to ballots distributed by mail or by electronic mail.

3. Regular Annual Business Meetings shall be held in conjunction with the annual meetings of the Entomological Society of America. Quadrennial International Meetings

shall be held with the International Congress of Entomology, or as otherwise scheduled by the Executive Committee. The Quadrennial Meeting will substitute for the Annual Business Meeting that would have been held closest in time.

4. Newly elected members of the Executive Committee shall take office at the Annual Business Meeting or International Quadrennial Meeting following their election.

5. The rules that apply to the award of the *International Society of Hymenopterists Distinguished Research Medal* are as follows:

- a) The award will be made no more often than every second year.
- b) The President will invite nominations for the award from members of the Society at an appropriate time.
- c) A candidate must be proposed by no fewer than three Members in Good Standing.
- d) There is no restriction on candidates, beyond having made significant and distinguished research contributions to the study of Hymenoptera.
- e) Proposers of the candidate shall provide the Secretary of the Society with the name, curriculum vitae (including qualifications, career, distinctions and publications), and a statement of approximately 500 words explaining why the candidate merits the award.
- f) A selection committee for the award of the medal will be appointed and convened by the President, and members of that committee shall themselves not be nominated or be signatories of the nomination in that year.
- g) Should the committee recommend to the Executive Committee that an award be made, the name of the recipient will be announced at the following annual meeting.
- h) The recipient of the award will receive Life Membership in the Society, in addition to the medal .

6. The rules that apply to the award of the *International Society of Hymenopterists Service Award* are as follows:

- a) A candidate may be proposed by one or more Members in Good Standing.
- b) Any Member in Good Standing or previous Members of the Society are eligible for the award including current members of the Executive Committee.
- c) Proposers of the candidate shall provide the Secretary of the Society with the name and a statement of approximately 300 words explaining why the candidate merits the award.

- d) A selection committee for the award will be appointed and convened by the President, and members of the committee shall themselves not be nominated or be signatories of the nomination in that year.
- e) Should the committee recommend to the Executive Committee that an award be made, the name of the recipient will be announced at the following annual meeting.

7. The rules that apply to the Endowment Fund are as follows:

- a) The fund shall be managed by an Endowment Committee of three Members in Good Standing who are not members of the Society's Executive Committee, except for the Treasurer who will be an ex-officio member of the Endowment Committee.
- b) The members of the Endowment Committee will be appointed by the President.
- c) A member of the Endowment Committee will hold office for three years in the first instance, and will be eligible for no more than two consecutive terms.
- d) The Endowment Committee will manage investment of the Endowment Fund, and recommend expenditures from it to the President.