



# The Constitution of the Arkansas Political Science Association

*Adopted on March 3, 2017*

## ARTICLE I. NAME

The organization shall be known as the Arkansas Political Science Association.

## ARTICLE II. PURPOSE

**SECTION 1a.** The purpose of the Association is to promote teaching and research related to the discipline of Political Science in the state of Arkansas through the hosting of an annual professional conference involving scholars, educators, students, and other interested individuals, and through the dissemination of political science and related scholarship in the Association's academic journal.

**SECTION 1b.** The Association is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c) (3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

**SECTION 2.** No substantial part of the activities of the Association shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the Association shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of (or in opposition to) any candidate for public office.

**SECTION 3.** Notwithstanding any other provision of these articles, the Association shall not carry on any other activities not permitted to be carried on (a) by a corporation or organization exempt from Federal income tax under Section 501 (c) (3) of the Internal Revenue Code (or corresponding section of any future Federal tax code) or (b) by a corporation or organization, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code (or corresponding section of any future Federal tax code).

**SECTION 4.** Upon dissolution of the Association, assets shall be distributed for one or more exempt purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future Federal tax code, or shall be distributed to the Federal government, or to a state or local government, for a public purpose.

### **ARTICLE III. MEMBERSHIP**

**SECTION 1.** Regular membership is open to all persons interested in the purposes of the Association.

**SECTION 2.** Student membership is open to all persons interested in political science. Student members shall have all privileges of full members except those of voting and holding office.

### **ARTICLE IV. FINANCES**

**SECTION 1.** Annual dues shall be assessed by majority of those present at the annual meeting of the Association. Annual dues shall remain in the amount specified in the By-Laws until changed by a majority of the regular members present and voting at the annual meeting of the Association.

**SECTION 2.** No part of the net earnings of the Association shall inure to the benefit of, or be distributed to, its members, officers, or other private persons, except that the Association shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of Section 501 (c) (3) purposes.

### **ARTICLE V. OFFICERS**

**SECTION 1.** Officers of the Association shall be a President, Vice President (President-elect), Secretary, Treasurer, and four Board members to be elected at-large. These officers shall comprise the Executive Board of the Association. Additional officers may be created by the Association at the recommendation of the member of the Association. The immediate past President and current Program Chairperson shall serve as *ex-officio* members of the Executive Board.

**SECTION 2.** The President, the Vice-President (President-elect), the Secretary, and the Treasurer shall serve for a term of a year, beginning at the conclusion of the Association's annual meeting and expiring at the conclusion of the Association's annual meeting the following year, and the four Board members shall serve for a two-year term, two being elected each year.

**SECTION 3.** The Executive Board shall determine the time, place, and agenda for annual and special meetings, present a budget for the coming year at the annual meeting and select the speaker for the annual meeting.

**SECTION 4.** A quorum of the Executive Board shall consist of a majority of the Board members.

**SECTION 5.** The President shall preside at all business meetings of the Association or its Executive Board and shall represent the Association in all functions and activities.

**SECTION 6.** The Vice President (President-elect) shall perform all duties of the President in the event of absence or resignation of the President.

**SECTION 7.** The Secretary shall keep records of all formal proceedings of the Association or its Executive Board, of minutes and correspondence. S/He shall notify members of the time and place of the meetings and work with the President to prepare the agenda for the annual meeting. S/He shall also issue such publications as directed by the Association or the Constitution and By-Laws. Additional responsibilities include maintenance of the Association's webpage and directory and production and circulation of a periodic newsletter.

**SECTION 8.** The Treasurer shall be responsible for keeping all financial records and oversee all income and disbursements for the Association. S/He will file all annually required financial documents with the United States and Arkansas governments, as well as prepare an annual financial report for the Executive Board.

**SECTION 9.** No officer of the Association, in his or her capacity as an officer of the Association, shall intervene on behalf or, or in opposition to, any candidate for public office.

## **ARTICLE VI. ELECTIONS**

**SECTION 1.** The Vice President (President-elect), Secretary, Treasurer, and the Board members shall be nominated by the Nominating Committee from among the regular members. The Nominating Committee shall nominate for the office of President the current Vice President (President-elect). If the office of Vice President (President-elect) is vacant, the Nominating Committee shall nominate for the office of President from among the regular members. Additional nominations may be made from the floor.

**SECTION 2.** No two members of the Nominating Committee shall be from the same institution.

**SECTION 3.** The President shall not be eligible for reelection to consecutive terms of office. The Vice President shall be the President elect; and the at-large Board members, Secretary, and Treasurer shall be eligible for reelection.

**SECTION 4.** The election of officers shall be by secret ballot by a majority vote of those members present and voting at the annual meeting of the Association. The Regular members shall be notified of the list nominated by the nominating committee at least 15 days prior to the annual meeting.

**SECTION 5.** In the event of any vacancies on the Executive Board or committees, the President shall appoint a member of the Association to fill the vacancy with the approval of the Executive Board, and the person so appointed shall serve until the next election of new officers.

## **ARTICLE VII. MEETINGS**

**SECTION 1.** The Association shall hold one annual meeting in the spring. Special meetings may be called by the President with the approval of a majority of the Executive Board.

**SECTION 2.** The call for any meeting of the Association, regular or special, must be extended to all members at least 30 days before the meeting is to take place.

**SECTION 3.** The location of the annual meeting shall be determined by the Executive Board.

**SECTION 4.** A quorum of the annual meeting shall consist of 20 regular members of the Association.

**SECTION 5.** The annual meeting of the Association shall be conducted in accordance with Robert's Rule of Order, latest edition, insofar as they are not inconsistent with the provisions of the Constitution or By-Laws.

**SECTION 6.** At each annual meeting, the Executive Board shall recommend to the membership those committees which it seems advisable to function during the coming year. Upon approval of the committees by the membership, the President shall name the members of the committees and designate their chairmen, subject to the approval of the membership. The President shall recommend to the Executive Board those committees which s/he seems advisable to function during the coming year. The President shall name the members of the committees and designate their chairman, subject to the approval of the Executive Board. Temporary committees may be created by the President, and their members and chairman designated, subject to the approval of the Executive Board.

#### **ARTICLE VIII. BY-LAWS**

**SECTION 1.** Resolutions passed at annual or special meetings of the Association may be designated as By-laws. By-laws may be proposed by a majority of the Executive Board or on the petition of ten percent of the regular members of the Association.

**SECTION 2.** These by-laws shall be considered effective when adopted by a majority vote of the members present and voting at the annual or special meetings of the Association.

**SECTION 3.** An amendment to the by-laws may be made by a majority vote of the regular members present and voting at the annual or special meetings of the Association.

#### **ARTICLE IX. AMENDMENTS**

**SECTION 1.** Amendments to the Constitution of the Association may be proposed by a majority of the Executive Board or ten percent of the regular members of the Association by written petition submitted to the membership at least 15 days prior to any meeting.

**SECTION 2.** Proposed amendments may be ratified by a two-thirds vote of the members present and voting at annual or special meetings of the Association.

***SECTION 3.*** This Constitution shall be in effect immediately after its adoption by a simple majority of those regular members at the annual meeting of the Association.