

**CONSTITUTION AND BY-LAWS  
OF THE  
MISSOURI SOCIOLOGICAL ASSOCIATION**

Amended and Adopted October 20, 2007

**Article I – Name**

The name of this association shall be the Missouri Sociological Association.

**Article II – Mission**

Section 1:

The mission of the Association shall be:

- a) to promote the professional development and careers of its members by fostering an environment of collegiality and collaboration;
- b) to encourage cooperative work among persons engaged in the scientific study of interpersonal, social and cultural relations;
- c) to communicate advances in sociological knowledge among the members and society-at-large;
- d) to stimulate greater public interest in research and social science curriculums; and
- e) to advance successful teaching in the classroom and application in the field.

**Article III – Membership**

Section 1:

General – Membership in the Association shall be open to all sociologists, students of sociology, allied professionals and others who share an interest in the purpose of the Association.

Section 2:

Types of Membership – The Executive Board determines the various types of membership positions within the Association.

Section 3:

Voting Rights – Each member in good standing shall have one vote at meetings, elections and other proceedings of the Association.

Section 4:

Dues – Membership dues shall be payable annually on or before the annual meeting and hold the member in good standing until the following annual meeting. Dues shall be

decided by the Board. Only those whose dues are currently paid shall be members in good standing and entitled to the privileges of membership.

## **Article IV – Officers, Elections and Committees**

### Section 1:

General – Officers of the Association shall be President, President-Elect, Treasurer, Secretary, Journal Editor, Past President, Student Chair, Student Chair-Elect and Webmaster. These officers shall constitute the Executive Committee of the Executive Board, the principle administrative officers of the Association. Association members should select officers that will broadly represent the regions of the state, types of institutions, and variations in professional assignment of Association members.

### Section 2:

Terms of Office – The term of president and the President-Elect shall be two years. The first year shall be as President-Elect, and the second as President. A person may not occupy the office of President or President-Elect for consecutive terms. There will be no term limits for the Secretary, the Treasurer, the Journal Editor and Webmaster. The President-Elect appoints a Student Chair-Elect, who serves as Student Chair the following year.

### Section 3:

#### Duties of Officers

The President shall: 1) preside at all Board and Membership meetings of the Association; 2) chair the Executive Committee functions and 3) perform all duties assigned by the Executive Board or Association membership. The President, with the concurrence of the Executive Committee, shall solicit and/or appoint Association members to serve on various task forces and committees as deemed necessary to the functioning of the Association. The President, with the help of the Program Committee shall plan the program for the Association's annual meeting. The President will plan the upcoming annual meeting budget based on dues and conference fees collected from the previous meeting.

The President-Elect shall assume the duties of the President in his or her absence and aid the President as he or she determines.

The Treasurer shall make an annual report on membership and the financial condition of the Association at the annual meetings. He or she shall oversee the collection of dues and conference fees, maintain member records, and oversee the funds and assets of the Association and their expenditure at the instruction of the Board. The Treasurer will provide the incoming President a summary of dues, fees and capital gains collected over the past year for the purpose of budgeting expenses for the upcoming meeting. The Treasurer shall invest association capital only with reputable investment firms with highly reliable returns such as savings accounts and certificates of deposit.

The Journal Editor shall work with the webmaster to maintain the content of the Missouri Electronic Journal of Sociology, post articles accepted for publication and provide for its accessibility, user-friendliness and integrity. The Editor shall also maintain a review board of regional scholars to review and critique submitted manuscripts. The Editor shall have authority to determine which of the articles submitted during each year of her/his tenure will be published in the Missouri Electronic Journal of Sociology.

The Secretary shall keep minutes of the proceedings of the Executive Committee and the membership business meeting and distribute the minutes and proceeding to the membership; to distribute information about the Association of interest to its members; to periodically distribute a newsletter to the members; and to perform all other duties assigned by the President and/or Board.

The Student Chair shall: 1) be responsible for promoting student involvement throughout the Missouri undergraduate and graduate degree programs; 2) organize student-focused programs as a part of the annual meetings; 3) attend Board and Membership meetings as a representative for the opinions and concerns of student members; 4) report issues discussed at Board meetings to student members; 5) perform other tasks as requested by the President and/or Board.

The Student Chair-Elect shall assume the Student Chair's responsibilities in his or her absence and provide the Student Chair with assistance when needed.

The Webmaster shall maintain the functionality and content of the Missouri Sociological Association and Missouri Electronic Journal of Sociology websites, including provision of a host server. The Webmaster will make minor edits for aesthetics and user-friendliness, but will make major aesthetic changes and material content edits under the advisement and approval of the President, for the MSA website, or the Editor, for the MEJS website.

#### Section 4:

Election of Officers – Nominations will be submitted to the President prior to the annual meetings and will also be taken from the floor. The vote for the candidates will be conducted at the annual meeting. The out-going President or a person appointed by the president will be responsible for tabulating the vote and reporting the results to the Secretary and/or membership. Nominees who receive the most votes will move into the elected positions. In the event of a tie vote for nominees, the President shall cast the deciding vote to break the tie.

The office of President-Elect is voted on annually. The terms of office for Treasurer, Secretary, and Student liaison are for two year terms, therefore nominations for consideration to these offices and their election shall in the year the present term of office expires. In the event that a vacant position on the board exists, the President shall appoint a replacement.

Section 5:

The function of the Executive Committee is to make policy decisions, including the time and place of annual meetings of the Association. Meetings of the Committee may be called by the President, President-Elect, or by the membership of the Committee acting collectively. In the event a member of the Executive Committee cannot continue in office because of resignation, appointment to another office, or election to another office, such vacancy shall be filled by the President with the concurrence of the Executive Committee. If the President cannot continue to serve a full term in office, his or her successor will be the President-Elect, who will complete the presidential term of office before assuming the role of incoming President as stipulated in section 2.

**Article V – Meetings**

Section 1:

An annual meeting will be held each fall for the entire membership and invited guests unless dispensed with by reason of a simple majority of the active members or by reason of interference, which would make said meeting impossible at the time or place set for said meeting.

**Article VI – Amendments**

Section 1:

This Constitution and By-Laws may be amended by a simple majority of the active members who attend the annual meeting, providing that the said amendment has been submitted to the Executive committee in writing at least ninety days prior to the annual meeting, and to the membership (by the Executive Committee) at least sixty days prior to the meeting. Such proposed amendments will be subject to editorial but not substantive changes prior to adoption.

**Article VII – Rules**

Section 1:

The rules contained in Robert's Rules of Order Newly Revised shall govern this Association where applicable unless otherwise provided for in this Constitution and any amendments it may adopt

Section 2:

Association business shall be decided by a simple majority of members present and voting, or in case less than twenty percent of the membership is present and voting, by a mailed poll of the entire membership.

**Article VIII – Ratification**

Section 1: The Constitution and By-Laws of the Association shall be ratified in its entirety by a simple majority vote of the active members present and voting at an annual meeting of its membership.

## **Article IX – Dissolution of the Association**

Section 1: Upon the dissolution or liquidation of this Corporation, any assets in any form whatsoever in excess of liabilities shall be turned over and distributed to the American Sociological Association.

## **Article X – Use of Association Assets**

Section 1: Association assets will be maintained by the Treasurer as per Article 4 Section 3. Capital gains on association assets may be used by the incoming President in funding the upcoming meeting program.

Section 2: Capital assets of the organization may be used for subsidizing the meeting budget when unexpected costs or overruns occur. Capital assets of the organization may also be used for special initiatives designed to enhance the scope of or participation in the association, but must be approved in advance by majority vote of the executive committee.