

**OFFICIAL CONSTITUTION AND BYLAWS OF THE
TENNESSEE ACADEMY OF SCIENCE, INC.**

**Tennessee Academy of Science, Incorporated
CONSTITUTION**

**ARTICLE I
Name and Purpose**

Section 1. Name and Address

The name of this organization shall be the Tennessee Academy of Science, Incorporated. The address of the Secretary shall be the permanent address of the Academy.

Section 2. Purpose

The purposes of this organization shall be to promote scientific research and the diffusion of knowledge concerning science; to secure communication between persons engaged in scientific work, especially in Tennessee; to assist by investigation and discussion in developing and making known the material, educational and other resource and riches of the state; to arrange and prepare for publication such reports of investigations and discussions as may further the aims and objectives of the Academy.

**ARTICLE II
Membership**

Section 1. Membership

The membership of the Academy shall consist of Regular, Student, Emeritus, Fellow, Honorary, Sustaining, Life, Supporting, and Industrial or Institutional Members.

Section 2. Members

Any person or organization interested or engaged in scientific work may apply for membership. Members are elected at the annual meeting by a majority of the members present. In the interim between meetings, the Executive Committee shall accept members, subject to ratification at the next annual meeting.

Section 3. Fellows

Members who have participated in more than two of the following Academy activities: (1) section chairperson, (2) editor, (3) field trip leader, (4) committee service, (5) publication in the Journal of the Academy, (6) presentation of paper at the annual meeting, (7) researchers, educators, administrators, or professionals involved in science endeavors in Tennessee, on the recommendation of the Executive Committee, may be elected fellows at the annual meeting by a three-fourths vote of the members present. Nominations should be endorsed by two members.

Section 4. Honorary Members

Persons who have attained prominence in, or made outstanding contributions to, science or any other branch of learning, including contributions to the Academy, on the recommendation of the Executive Committee, may be elected honorary member at any regular meeting by a three-fourths vote of members present.

Section 5. Other Classes

The specifications of the remaining classes of membership together with dues information as for Regular, Student, Emeritus, Fellows, and Honorary Members shall be found in Bylaws.

Section 6. Membership Privileges

All current members except Institutional or Industrial Members are eligible to participate in the Annual Business Meeting, to vote, and hold office in the Academy. No member may concurrently hold two elective or appointed offices. No person shall be entitled to more than one vote.

ARTICLE III Officers

Section 1. Elections and Terms of Office

The officers of the Academy shall consist of a President, President-elect, Secretary, Treasurer, and Managing Editor. All officers except the President and the Managing Editor shall be elected at the annual meeting and shall hold office for one year. The new officers shall take office on January 1 following the annual meeting at which they are elected. The Managing Editor shall be elected by the Executive Committee and shall hold office for three years. Officers shall be eligible for re-elections.

Section 2. Duties of the President

The President:

- a. shall preside over all meeting of the Academy and of the Executive Committee;
- b. shall be responsible for the administration of all activities of the Academy;
- c. shall cause the provisions of the constitutions and bylaws to be faithfully carried out;
- d. shall call special meeting of the Academy and Executive Committee whenever deemed necessary, or upon written request of a majority of the Executive Committee Members;
- e. shall appoint all standing committees.

Section 3. Duties of the President-elect:

The President-elect:

- a. shall, in the absence of the President, preside over all meetings and shall assume the powers and prerogatives of the President;
- b. shall become the President at the end of one year;
- c. shall serve as Program Chairperson for the annual meeting;
- d. shall select a Local Arrangements Chairperson from among Academy members of the host institution or institutions from the immediate vicinity;
- e. shall ensure the Annual Meeting Coordinator conducts correspondence to the membership relating to the annual meeting, including the call for papers.

Section 4. Duties of the Secretary:

The Secretary:

a. shall keep a record of all meeting of the Academy and of the executive Committee and shall prepare minutes for publication in the *Journal*;

b.. together with the Treasurer, shall keep a record of the membership of the Academy and keep each other informed of any changes affecting the status of members.

c. shall maintain documents related to institutional history, and an archive of Executive Committee decisions.

Section 5. Duties of the Treasurer:

The Treasurer:

a. shall receive and disburse all of the funds of the Academy under the general direction of and subject to regulation by the Executive Committee;

b. shall be bonded at the Academy's expense in the amount specified by the Executive Committee;

c. shall keep a record of the dues paid by members;

d. shall keep a record of the membership of the Academy; e. shall present at the annual meeting a tentative report of the receipts and disbursements to date;

f. in January shall present to the Executive Committee for publication in the *Journal* of the Academy, a detailed written report which has been approved by the auditing committee;

g. shall coordinate with the Auditing Committee to conduct an annual audit for the closing fiscal year.

Section 6. Duties of the Managing Editor:

The Managing Editor shall represent the Executive Committee in the management and editing of the *Journal of the Tennessee Academy of Science*, recommended for approval to the Executive Committee appointments of Section Editors, and make an Annual Report of all editorial activities and expenses to the Executive Committee and to the Academy at the Annual Business Meeting.

ARTICLE IV

Executive Committee and Board of Trustees

Delegates to the American Association for the Advancement of Science (A.A.A.S.) and the National Association of Academies of Science (N.A.A.S.) Committees

Section 1. Executive Committee

The officers of the Academy, the immediate Past-President, the Directors of each of the educational programs of the Academy (Junior Academy, Collegiate Division, and Visiting Scientist), a Science Specialist of the Tennessee Department of Education, the Director of Electronic Communications, the Assistant Editor of the *Journal of the Tennessee Academy of Science*, the Annual Meeting Coordinator, the Chairperson of the Education and Research committee, the Chairperson of the Publicity Committee, and three members-at-large shall constitute the Executive Committee of the Tennessee Academy of Science, Incorporated. One

member-at-large of the committee shall be appointed by the President at the beginning of each calendar year to serve for a three-year term. The business of the Academy not otherwise provided for shall be in the hands of the Executive Committee. It shall also pass on any business matters that arise between meetings, including the approval of all editors, and the election of new members. The latter shall be subject to ratification at the next meeting of the Academy.

Section 2. Vacancies on the Executive Committee

A vacancy in the Executive Committee may be filled by a vote of remaining members of the Committee. Appointments require a majority vote.

Section 3. Quorum

A quorum of the Executive Committee shall be a simple majority.

Section 4. Board of Trustees

The Executive Committee shall constitute the Board of Trustees of the Corporation. Any meeting of the Executive Committee shall be regarded as a meeting of the Trustees of the corporation.

Section 5. Delegates to the A.A.A.S. and the N.A.A.S.

The Executive Committee shall appoint a delegate to the Section Y Committee of the A.A.A.S and delegates to the N.A.A.S.

Section 6. Committees

The following Committees shall be standing committees of the Tennessee Academy of Science, Inc.

Auditing	Necrology	Education and Research	Fellows
Nominating	Resolutions	Membership	Publicity

All standing committees shall be appointed by the President. Other committees may be appointed by the President subject to approval of the Executive Committee.

Section 7. Local Arrangements Chairperson

This person shall make arrangements concerning the annual meeting, coordinate local publicity with the Publicity chairperson, and perform such tasks as required by the Program Chairperson and Annual Meeting Coordinator.

ARTICLE V

Affiliations, Affiliated Societies, Sections

Section 1. Affiliations

Provision is hereby afforded for the affiliation of the Academy with the A.A.A.S.

Section 2. Affiliated Societies

Any state scientific organization or section of a national organization may, upon application, be elected an Affiliated Society by the Executive Committee. Such Affiliated Societies may have a brief report of their annual meeting published in the *Journal of the Tennessee Academy of Science*.

Section 3. Sections of the Academy

Upon application to the Executive Committee by not less than fifteen members, permission may be granted to form a section of the Academy, subject to ratification at the annual meeting. Each section elects a Chairperson to serve as program moderator for the section at the next annual meeting. Such elections are reported to and recorded by the Annual Meeting Coordinator.

Section 4. Junior Academy of Science

Provision of hereby afforded for sponsorship of a Junior Academy of Science by the Tennessee Academy of Science, Inc.

Section 5. Collegiate Division

Provision is hereby afforded for sponsorship of a Collegiate Division of the Tennessee Academy of Science, Inc.

Section 6. Visiting Scientist Program

Provision is hereby afforded for sponsorship of a Visiting Scientist Program by the Tennessee Academy of Science, Inc.

ARTICLE VI Publication

Section 1. Title and Frequency

The official publication of the Academy shall be *Journal of the Tennessee Academy of Science* and shall normally be published as four issues per year.

Section 2. Other Publications

The Executive Committee, upon consultation with the Managing Editor, may from time to time provide for special or additional publications.

ARTICLE VII Meetings

Section 1. Annual Meeting and Meetings of the Executive Committee

An annual meeting shall be held at a time and place to be determined by the Executive Committee. Meetings of the Executive Committee may be held at such time and place as the Executive Committee may determine.

Section 2. Quorum

Twenty-five voting members shall constitute a quorum for the transaction of business at the annual business meeting.

ARTICLE VIII Fiscal Policy

Section 1. Fiscal Year and Dues Schedule

The fiscal year of the Academy shall be July 1 to June 30. All annual dues for the ensuing year shall be due on July 1. Any member who has not paid dues by December 1 shall be sent a second notice. If the dues are not paid by February 15 of the ensuing year, or by 30 days after the second notice, whichever is later, he or she shall be dropped from the roll of members.

Section 2. Annual Audit

The Auditing Committee shall audit the accounts of the Treasurer for the closing fiscal year. This committee coordinates with the Treasurer an audit conducted by an independent agent and presents an annual report to the Executive Committee.

ARTICLE IX Amendments to Constitution

Section 1. Procedure

This constitution may be amended at an annual meeting by a two-thirds vote of the voting members present, provided that the amendment has been proposed at the preceding annual meeting, or has been recommended by the Executive Committee and a copy showing all proposed changes has been sent to every voting member of the Academy at least 15 days before the date of the meeting.

ARTICLE X Bylaws

Section 1. Annual Dues

The annual dues of the Regular, Student, and Emeritus members as well as Fellows shall be set by the Executive Committee and approved by a majority vote of the members at the Annual Meeting. Annual dues will remain fixed until changed by the membership. The current dues rate is to be published in the second issue of the *Journal* each year. Any proposed change in annual dues must be communicated at least 15 days prior to the Annual Meeting of the Academy. The new annual dues will take effect at the beginning of the next calendar year. Honorary members are exempt from the payment of dues.

Section 2. Sustaining Member

Any person may become a Sustaining Member of the Academy. The annual dues for such memberships are set by the Executive Committee, approved by the members present at the Annual Meeting, and published in the *Journal*.

Section 3. Supporting Members

Any person may become a Supporting Member of the Academy. The annual dues for such memberships are set by the Executive Committee, approved by the members present at the Annual Meeting, and published in the *Journal*.

Section 4. Life Members

Any person can make a single payment to become a life member and enjoy all the privileges of the Academy without further payment of dues. The amount of the single payment is set by the Executive Committee, approved by the members present at the Annual Meeting, and published in the *Journal*.

Section 5. Industrial or Institutional Members

Any organization may contribute to the Academy and become an Industrial or Institutional Member of the Academy for that year. The amount of the contribution is set by The Executive Committee, approved by the members present at the Annual Meeting, and published in the *Journal*.

Section 6. Notice of Meetings

Notice of all meetings of the membership of the Academy shall be sent to all of the members at least two months in advance of the date of the meeting.

Section 7. Election of Officers

A Nominating Committee shall be appointed by the President before the annual Business Meeting to nominate officers to serve the Academy during the ensuing year. Nominations can also be made from the floor at the Annual Business Meeting. Each nominee must be a member of the Academy and must have stated a willingness to stand for the office. The election of Academy officers is conducted at the Annual Business meeting by simple majority of the members present.

Section 8. Order of Business

The order of business at the annual meeting shall be as listed but may be changed by voice vote at the beginning of a meeting:

- a. Call to order by the President
- b. Readings of the minutes of the previous meeting
- c. Reports of officers
- d. Election of new members
- e. Business
- f. Reports of committees
- g. Election of officers
- h. Adjournment

Section 9. Bylaws

Bylaws may be adopted, amended, or repealed at any annual meeting by a majority vote of the voting members present.

Section 10. Parliamentary Authority

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 Bylaws of this organization.

