

**Article I - Meetings**

1. The following shall be the guide to the order of business at the annual meeting and at Council meetings:
  - a. call to order
  - b. report of the Secretary
  - c. report of the Treasurer
  - d. report of the Council or the Executive Committee
  - e. report of committees
  - f. unfinished business
  - g. new business
  - h. adjournment
2. The quorum for meetings of committees and for meetings of the Council shall be a majority of the membership of those groups.
3. The members present at the scheduled plenary session during the annual meeting shall constitute a quorum.
4. Robert's Rules of Order shall be used as a guide for procedures not defined in the Constitution or By-Laws.

**Article II – Membership**

1. Membership may be obtained by written application on standard forms which are submitted to the Treasurer. Membership is subject to approval by the Council.
2. No candidate for membership shall be excluded on the basis of sex, religion, race or national origin.
3. The active members of the Academy are those who have paid their dues for the current year.
4. Fellows and Honorary members are nominated by written recommendation to the Council from three members in good standing or from the Committee on Fellows and Honorary Members to be appointed by the President as recognition of scientific achievement or of service to science or to the Academy. These recommendations must include a biographical sketch and a listing of the achievements of the nominee. With Council approval, the name of the nominee will be submitted at the next annual meeting of the Academy for election as Fellow or Honorary member by majority vote during the plenary session.
5. Members who retire from their employment must submit a written statement about their retirement to the Treasurer to obtain the status of Emeritus Member.

**Article III – Officers**

1. The Officers of the Academy and the Councilors-at-large shall be elected by mail ballot and announced at the annual meeting. Electronic voting will be implemented at the discretion of the Council to replace mail ballots. Paper ballots will be distributed on request to any member who one elects not to cast a ballot electronically. An official ballot shall be sent to each member at least thirty days before the annual meeting. The ballot shall contain the names of two nominees for positions of President-Elect, Vice President and Councilor-at-large proposed by the Nominating Committee. The names of one or more people proposed by the Nominating Committee for the offices of Secretary and Treasurer shall be placed on the ballot in the years those officers are elected. A provision for write-in votes shall be made for each office. Each ballot for Academy or section officers shall be returned to the President by the Monday before the annual meeting and shall be counted by the Elections Committee. A majority of all votes cast for an office shall be necessary for election to that office. If there is no majority for President-Elect, Vice President, Secretary, Treasurer, or Councilor-at-Large, the members at the plenary session at the annual meeting shall choose between the two having the highest number of votes. If there is no majority for a section officer, the members of that section present at the annual business meeting shall decide between the two having the highest number of votes.

2. Incoming officers shall take office at the close of the annual meeting of the year in which they are elected, and shall serve through the annual meeting of the year in which their term expires.
3. Members who are not current in their dues are not eligible to serve as officers.

#### **Article IV - Fees and Dues**

1. The annual dues for a member shall be set by the Council at its regular spring meeting.
2. The annual dues shall become payable at the beginning of the calendar year.
3. Members joining after July 1 shall have their dues credited to the following calendar year unless membership for the current year is requested or required, as in the case of officers.
4. The names of those members who have not paid their dues for the current year by June 1 will be placed on an inactive membership list. Copies of the Journal will not be sent to inactive members. If a person's name remains on the inactive list for one year, the name of that person will be dropped from current membership lists.
5. An inactive member may regain the status of an active member by paying dues for the calendar year in which he or she wants to become active.

#### **Article V - Program and Papers**

1. Before the fall council meeting, the President shall call an annual program-planning meeting of the Section Chairs, Section Councilors, and the Chair of the Local Arrangements Committee, or their designated representatives, to formulate general plans. The date and place of the meeting shall be included in the Calendar of Academy Events.
2. The President shall appoint a Technical Program Chair for the next annual meeting. This appointment must be confirmed by the Council at the spring Council Meeting. The Technical Program Chair shall be responsible for the execution of the program planned at the program-planning meeting. He shall, in consultation with Section Chairs and the Editor, establish deadlines for the receipt of papers, and in consultation with the Section Chairs and the local Arrangements Committee Chair, provide for any parts of the planned program that are intersectional.
3. An abstract of not more than 250 words of each contributed paper must be filed with the appropriate section chairman before the paper will be placed on the program. The abstract, in duplicate, and in prescribed form, must be received not later than the date set by the Technical Program Chair. The Technical Program Chair may approve the listing of invited papers without abstracts.
4. The papers of the various sections shall be scheduled on a uniform basis with papers starting on the quarter hour. A paper shall not necessarily be restricted to a single quarter hour.
5. The program of an affiliated organization which meets concurrently with the Academy must be coordinated with the program of the Academy through arrangement with the Technical Program Chair.

#### **Article V - Annual Calendar of Events**

Each year, a calendar of Academy events, including the dates and sites of the next three meetings, shall be prepared by the Officers and past president of the Academy, and transmitted to the Editor of the Journal for inclusion in the June issue, and reprinting in the next two issues of the Journal.

#### **Article VI – Sections**

The membership of the Academy is classified into sections as follows:

- I. Biological Sciences
- II. Chemistry
- III. Earth and Atmospheric Sciences
- IV. Physics, Mathematics, Computer Science, Engineering & Technology
- V. Biomedical Sciences
- VI. Philosophy and History of Science
- VII. Science Education
- VIII. Anthropology

IX. Genetics Society of Georgia (Inactive)

**Article VII – Amendments**

These by-laws may be amended at the plenary session of any annual meeting by a two-thirds majority of those present and voting, provided the amendment has been previously approved by the Council.