

**BYLAWS  
OKLAHOMA SOCIOLOGICAL ASSOCIATION, INC.**

**Article I - Name**

This association shall be known as the Oklahoma Sociological Association, Inc. hereafter referred to as OSA.

**Article II – Objectives**

The objectives of the OSA will be (1) to promote the scientific study of society and human interaction among interested persons in the state of Oklahoma; (2) to encourage development and collaboration among those engaged in studying, teaching, and doing research in the field of sociology; (3) to increase public awareness of the contributions of sociology; (4) to serve as a vehicle and forum for the exchange of ideas within the discipline through the annual meeting, the publication of proceedings and contacts of members throughout the state.

**Article III – Membership**

Section 1 There will be two kinds of membership- regular and associate.

Section 2 Regular membership will be open to the following persons:

- a. Those holding a bachelor's or graduate degree or its equivalent in Sociology or a related field.
- b. Those teaching Sociology or a related topic at or above the high school level.
- c. Those who are engaged in sociologically related research or practice.

Section 3 Associate membership will be open to undergraduate students majoring in Sociology or a related field. This will be a non-voting membership.

**Article IV - Dues and Fees**

Dues and fees are set annually by the Executive Council and are assessed at the annual meeting. Registration fees for the annual conference will be charged to cover the expenses of the conference.

**Article V - Association Officers, Trustees and Board of Advisors**

Section 1 The officers of the association shall be the President, the President-Elect and the Secretary/Treasurer. These three officers shall comprise the Executive Council and shall also serve as trustees for the association. The Board of Advisors shall consist of not fewer than two and not more than four persons from the membership at large. Only regular members shall be officers of the organization.

Section 2 The President-Elect shall be elected annually at the fall meeting and shall serve one year in that capacity and shall assume the role of President the following year. The Secretary/Treasurer shall be elected every other year for a two year term. All officers will be elected by a simple majority vote and may be removed by the same procedure. Members to the Advisory Board will be appointed at the annual meeting and shall each serve a two year term. As much as possible, the Advisory Board will reflect the different academic institutions represented in the OSA.

Section 3 The President shall have the following responsibilities:

- a. Chairing the Executive Council and giving leadership and direction to the association.
- b. Hosting and making all the physical arrangements for the annual meeting.
- c. Chairing the annual meeting.
- d. Arranging for a guest speaker for the annual meeting.
- e. Working with fellow officers to organize the annual meeting.
- f. Liaison with all members and to all committees that might be appointed.
- g. Be in charge of organizing the program for the annual meeting in consultation with fellow officers and the Board of Advisors.

Section 4 The President-Elect shall assume the duties and responsibilities of the President whenever the latter is unable to do so. More specifically, the President-Elect shall:

- a. Assist in the preparation of the annual meeting.
- b. Prepare the publication of the proceedings of the current meeting.
- c. Any other responsibilities as assigned.

Section 5 The Secretary/Treasurer shall have the following duties:

- a. Keeping in contact with the membership at the direction of the other two officers. This would include mailouts to the membership regarding the annual meeting or other items of business.
- b. Maintaining a current directory of sociologists in Oklahoma and the membership list.
- c. Handling the registration and finances at the annual meeting.
- d. Taking minutes at the annual meeting and reporting to the membership last year's minutes and the current finances.
- e. Handling all finances, including the receipt and deposit of funds, the timely paying of bills and all other financial matters.

Section 6 The Board of Advisors shall:

- a. Serve as liaisons to the membership at large.
- b. Assist the Executive Council in providing leadership.
- c. Help promote membership in the organization.
- d. Provide input into the program for the annual meeting.

Section 7 Nominations for the Office and the Board of Advisors shall be made by at the annual meeting by a Nominations Committee appointed by the current Executive Council. The Nominations Committee shall be appointed no less than four months prior to the annual meeting. They will give their nominations to the President who will announce them during the business portion of the annual meeting. Nominations may also be submitted by the membership at large if received by the President no later than the day before the annual meeting. All regular members may vote in the election of members of the Executive Council. The President will ask the membership to confirm appointees to the Board of Advisors during the business portion of the annual meeting.

Section 8 Other committees may be appointed by the Executive Council or by the common consent of the membership at the annual meeting.

### **Article VI - Annual Meeting**

The annual meeting of the OSA shall be held in the fall of the year at a time and place determined by the incoming President and the will of the membership at the prior annual meeting. Ordinarily the President and his/her institution would host the meeting, but other arrangements could be considered by the common consent of the membership. The annual business meeting agenda will be organized by the President and will be conducted according to Robert's Rules of Order.

### **Article VII - Journal Publication and Governance**

Section 1 OSA, Inc. hereby endorses the state journal publication called Free Inquiry in Creative Sociology.

Section 2 OSA, Inc. encourages the editorship and publication of the journal to be housed at a state academic institution within the State of Oklahoma.

Section 3 Members of OSA, Inc. are encouraged to participate in the ongoing activities of the journal as contributors, but also as reviewers and in other capacities as the editor may direct.

Section 4 Although the journal is housed under the structure of OSA, Inc., it shall function as a separate entity with its own governance. The direct oversight of the journal publication shall be given by the editor and any associate or assistant editors he/she shall choose to appoint. The editor will be assisted by a journal board consisting of a representative from any academic institution that provides a minimum support of \$100 in direct contributions to the support of the journal. OSA, Inc. will encourage all institutions of higher education in Oklahoma to provide support. The editor will meet with the journal board at the annual meeting and will consult with them as necessary throughout the year.

### **Article VIII – Finances**

Section 1 The OSA shall be a nonprofit organization that operates to fulfill its objectives according to Article II and for the benefit of its membership.

Section 2 The OSA shall apply for and maintain tax-exempt status, according to the laws of the State of Oklahoma. Section 3 The Executive Council shall:

- a. Receive all membership dues, fees and/or contributions on behalf of the OSA.
- b. Maintain a timely payment of bills.
- c. Maintain a reasonable budget for the annual meeting and the OSA.

Section 4 OSA, Inc. requests the Editor of the Free Inquiry in Creative Sociology Journal to:

- a. Receive all subscriptions, manuscript fees, and donations for the journal.
- b. Maintain the budget and finances pertaining to the operation of the journal with the advisement of the journal board.
- c. Maintain the finances and accounts of the journal entirely separate from the overall organization.
- d. Report the status of the finances to the journal board and to the membership at the annual meeting and at other times he/she deems appropriate.

#### **Article IX - Amendments to the Constitution**

Section 1 Proposals for amendments or additions to this Constitution may be made in writing to the President prior to the annual meeting or may be brought up in the business session of the annual meeting in a timely fashion.

Section 2 Voting on changes will take place during the business portion of the annual meeting and will require a two-thirds majority of those members present.

#### **Article X – Voting and Appointing of Officers**

Section 1 Electronic voting will be allowed by a simple majority of respondents so that OSA decisions can be made more often than at the yearly meeting.

Section 2 The Executive Board is allowed to appoint officers when an officer is unable to complete their term.