

Bylaws of the Genetics Section of the American Fisheries Society

Section I: Name and Objectives

The name of this organization shall be the GENETICS SECTION of the American Fisheries Society hereinafter referred to as the Section and Society respectively. The objectives of the Genetics Section are to:

- (a) Develop and maintain an association of individuals interested in all aspects of the genetics of aquatic organisms.
- (b) Provide a forum for genetics information transfer among researchers, managers, and administrators.
- (c) Promote coordinated interactions among Regional/State/Provincial committees or groups concerned with the genetics of aquatic organisms.
- (d) Facilitate the organization, standardization, and integration of research on the genetics of aquatic organisms among the various States and Provinces.
- (e) Formulate AFS policies to help States and Provinces address conservation issues and promote the conservation of our native aquatic communities.

Section II: Membership

Membership in the Genetics Section of the American Fisheries Society shall be composed of Society members in good standing who apply for membership after payment of annual dues.

Section III: Officers

The Officers of the Section shall be the President, President-Elect, and Secretary-Treasurer. All officers shall be elected for a term of two years, or until a successor is elected. The terms of office for all officers shall run concurrently. The President-Elect shall, upon completion of his/her term, accede to the Presidency. Officers shall serve without salary or other compensations for their services.

- (a) Candidates for the office of Secretary-Treasurer and President-Elect will be nominated by the Nominating Committee. Mail or electronic balloting will be completed 30 days before alternating Section business meetings, and the Officers shall be elected by a majority of the returned ballots and will be announced and installed at the Section business meeting.
- (b) In the event of a vacated position, except the President's, the Executive Committee shall, by majority vote, appoint a qualified replacement for the unexpired term. If the President's position is vacated, the President-Elect shall perform the duties of the President for the remainder of the President's term.

Section IV: Duties of Officers

- (a) The President shall chair the Executive Committee and shall preside at the annual business meeting of the Section, appoint all committees, and serve as an Ex-Officio member of these committees. The President shall represent the Section and perform other duties and functions as authorized and necessary. Proceed to the office of Past-President at the end of the term.

(b) The President-Elect shall perform the duties of the President in the absence of the President, and assume those duties in the event the office is vacated for any reason. The President-Elect will ensure that Section Bylaws are not violated in the course of Section activities, and will chair a Section Bylaws Committee. The President-Elect will ensure that at least a semi-annual newsletter is distributed. Advance to the office of President at the end of the term.

(c) The Secretary-Treasurer shall maintain a current list of membership, receive all funds, pay all bills, keep an itemized account of all receipts and disbursements, present a semi-annual report to the Section's Executive Committee and an annual report to the membership. He/she shall submit a report to the Executive Director of the Society within 30 days after the annual business meeting of the Section is held, and at other times as requested by the Governing Board of the Society.

(d) The immediate Past-President shall serve on the Executive Committee; serve as the chair of the Nominating Committee; and assist the other officers as needed.

Section V: Executive Committee

The Executive Committee shall consist of the current officers of the Section, the immediate Past President, the chairs of any standing committees, and the permanent newsletter Editor. Those with voting privileges shall be the President, President-Elect, Immediate Past President and Secretary-Treasurer. A quorum is required for transaction of official business at an Executive Committee meeting. A quorum for an Executive Committee meeting shall consist of three of the four members. Executive Committee members can appoint a proxy.

The Executive Committee shall have the authority to determine policies and conduct business consistent with the objectives of the Section. Meetings of the Executive Committee may be held at the call of the President when a majority of the committee members can meet and conduct business. Business and voting by the Executive Committee may be conducted by mail or electronic means.

The Executive Committee shall be in charge of producing the newsletter with the President-Elect as the editor, if no permanent Newsletter Editor is available. At least two newsletters will be published each calendar year and distributed to all members of the Section, all Society Newsletter Editors, State and Provincial Fisheries Chiefs, and the home office of the Society.

Section VI: Standing Committees

The Section will have various standing committees that will function to support the activities of the Section as a whole and the Society in general. Each Standing Committee will be comprised of a chair and two members at large from the Section.

(a) Nominating Committee: The Nominating Committee will be chaired by the immediate Past- President and will present a slate of candidates for the office of President-Elect and Secretary- Treasurer to the general membership to be voted on by mail or electronic ballot before the annual meeting. Two candidates will be nominated for each office. The chair will also receive and tally the ballots.

(b) Program Committee: The Program Committee will be chaired by the President-Elect and will solicit and sponsor an annual program, symposium, or workshop to be held during the Society's annual meeting.

(c) Hall of Excellence Committee: The Hall of Excellence Committee will be composed of four members: the Genetics Section president-elect (Chair), the two previous past presidents, and a member-at-large. The Committee will recognize professionals who have made outstanding contributions to the advancement of

management or conservation of aquatic species and ecosystems through the application of genetics tools, techniques, or theory. Terms of committee members are served following the Genetics section two-year election cycle. The member-at-large will be voted on by the membership.

(d) James E. Wright Graduate Award Committee: The James E. Wright Graduate Award Committee will be composed of three members. The chair of the committee will be a member-at-large and will be selected biennially by the incoming Genetics Section president. The two other members will be selected by the committee chair.

(e) Stevan R. Phelps Memorial Award Committee: The Stevan R. Phelps Memorial Award Committee will be composed of four to seven members. The chair of the committee will be a member-at-large and will be selected biennially by the incoming Genetics Section president. The other members will be selected by the committee chair.

(f) Genetics Section Early Career Award Committee: The Genetics Section Early Career Award Committee will be composed of three members. The chair of the committee will be a member-at-large and will be selected biennially by the incoming Genetics Section president. The two other members will be selected by the committee chair.

Section VII: Annual Business Meeting

An annual business meeting of the Section will be held during the annual AFS meeting. These meetings shall be to conduct Section business in accordance with the Bylaws of the Society. The President shall preside over the business meeting. The Secretary-Treasurer shall take minutes and provide an annual report to the Society Executive Director within 30 days after the annual business meeting of the Section.

Section VIII: Voting and Quorum

A quorum at business meetings is required for transaction of official business and shall be 10 members of the Section.

Business and voting may be conducted via mail or electronic media, if approved by the Executive Committee.

Unless otherwise specified in these Bylaws or the Constitution of the Society, business shall be conducted according to the latest edition of Robert's Rules of Order.

Section IX: Fees

The Executive Committee may assess members of the Section a membership fee as provided by the Constitution and Bylaws of the Society. The annual membership fee shall be determined by the Executive Committee.

Section X: Amendment of Bylaws

1. The Bylaws are the defining document for the Unit and take precedence over all other rules and procedures of the Unit. The Bylaws cannot be suspended and cannot be changed without prior notice to members.

A. The Bylaws may be amended by a 2/3 majority of Active Members choosing to vote, provided that the proposed amendment(s) are circulated in writing to the membership at least 30 days prior to voting.

B. In accordance with the Society Constitution, an adopted amendment shall be reviewed by the Society's Constitutional Consultant for conformity with the Constitution, Rules and Procedures of the Society. The Constitutional Consultant presents the adopted amendment to the Society Governing Board for approval.

C. Amendments take effect when the Unit receives written notice of their approval by the Governing Board from the Executive Director.

2. Rules are the next highest level of documentation of Unit operations. They are generally established to facilitate the conduct of Unit business, and to describe duties and responsibilities of officers and committees. They may be suspended or amended as follows.

A. The Rules may be suspended during an Executive Committee meeting until the next annual or special Unit meeting by a 2/3 majority of the Executive Committee.

B. The Rules may be suspended for the duration of a meeting by a 2/3 majority of Active Members voting at an annual or special Unit meeting.

C. The Rules may be amended by a simple majority of Active Members voting at an annual or special Unit meeting.

3. Procedures are the lowest level of documentation of Unit operations. They are generally established to provide continuity in the conduct of Unit business. The Procedures may be suspended or amended by a simple majority vote of the Executive Committee.