

# CONSTITUTION AND BYLAWS OF THE AMERICAN SOCIETY OF ANIMAL SCIENCE

## CONSTITUTION

Revised July 2016

### ARTICLE I-The Society and Its Purposes

**Section 1.** This association shall be known as the AMERICAN SOCIETY OF ANIMAL SCIENCE, INC.

**Section 2.** The mission of the society is to advance animal sciences research and education through the exchange of scientific and technical information and applications to animal agriculture, public policy and public understanding.

**Section 3.** The activities of the Society shall be to: (1) promote more effective research; (2) disseminate scientific and educational information in its official publications; (3) foster high standards of education; (4) maintain high standards of ethics; (5) promote advancements of the profession; and (6) cooperate with other organizations having similar objectives.

### ARTICLE II-Membership

**Section 1.** All persons interested in research, instruction or extension in animal science or in the production of livestock or livestock products shall be eligible for membership.

**Section 2.** Membership may be obtained by application, subject to review by the Membership Committee, and the payment of dues.

### ARTICLE III-Governing Body

**Section 1.** The governing body of the Society is the Board of Directors, which consists of the Officers, Editor-in-Chief, Foundation Chair, a Director chosen by each of the sections and nine Directors-at-Large (selected by the membership) and two Graduate Directors (predoctoral or post-doctoral student selected by the membership). The Executive Director and Editor-in-Chief of the *Journal of Animal Science* shall be appointed by the Board of Directors. The Program Secretary and Recording Secretary will be selected from the Directors and by the Board of Directors.

**Section 2.** The Executive Committee shall consist of the Officers of the Society, the Editor-in-Chief, and the Foundation Chair. The Officers of the Society shall consist of the President, President-Elect, immediate Past President, Program Secretary, Recording Secretary, and Executive Director. The Executive Director shall participate as a non-voting member.

**Section 3.** The President and President-Elect shall hold office for one year, the President-Elect succeeding the President at the end of the regular year in office. The immediate Past President shall hold office for one year immediately following term of office as President. The Editor-in-Chief shall hold office for three years. Directors shall serve for a term of three years on a rotational basis. Graduate Directors shall serve for a term of two years on a rotational basis. In the absence of other provisions for succession, all Officers shall serve until their successors are duly appointed.

### ARTICLE IV-Meetings

**Section 1.** The Society shall hold an Annual Meeting at the time and place selected by the Board of Directors, which shall be responsible for a program including a Business Meeting to be chaired by the President.

**Section 2.** Sectional meetings shall be held at times and places set by the officers of each section.

## **ARTICLE V-Sectional Divisions of the Society**

**Section 1.** The membership of the Society shall consist of four US divisions: Midwestern, Northeastern, Southern, and Western, and such non-US divisions as shall be created upon petition of at least 25 ASAS members in the geographic areas to be included in the new division, and approval of such petition by a majority of the board of directors.

**Section 2.** Each section will elect its own officers and conduct its own business. Each section will select a member to serve on the Board of Directors of the American Society of Animal Science for a three year term.

**Section 3.** Sectional membership will be assigned based on the state, province, or country of residence as described in the Bylaws of the Society, unless the member designates a section other than that established by residence. A part of the annual dues of the Society will be allocated to sections on an equitable basis according to membership. Members may receive mailings from other sections by payment of additional dues.

**Section 4.** Each section is responsible for defraying the expenses of its annual meetings. The money prorated to a section from the parent society may be used for the benefit of carrying on the section's business.

**Section 5.** No annual dues will be collected by the sectional divisions. This does not preclude charging a registration fee at sectional meetings.

## **ARTICLE VI-Changes in the Constitution**

A proposed amendment may originate from the Board of Directors or by petition signed by 25 members. Proposed amendments shall be provided to the membership 60 days prior to the Annual Meeting for balloting. Balloting may be at the Annual Meeting, by mail or electronically. To be counted, mail ballots or votes must be received by the Business Office not later than 14 days before the Annual Meeting. A two-thirds majority of the total votes cast shall be required for the adoption of an amendment to the Constitution.

## **ARTICLE VII-General Prohibitions**

Notwithstanding any provision of the Constitution that might be susceptible to a contrary construction:

**Section 1.** The Society shall be organized and operated exclusively for scientific and educational purposes;

**Section 2.** No part of the net earnings of the Society shall or may under any circumstances inure to the benefit of any private shareholder or individual;

**Section 3.** No substantial part of the activities of the Society shall consist of carrying on propaganda, or otherwise attempting to influence specific legislation;

**Section 4.** The Society shall not participate in, nor intervene in (including the publishing or distributing of statements), any political campaign on behalf of any candidate for public office.

**Section 5.** The Society shall not be organized or operated for profit;

**Section 6.** The Society shall not:

- (a) Lend any part of its income or corpus without receipt of adequate security and reasonable rate of interest to;
- (b) Pay any compensation, in excess of a reasonable allowance for salaries or other compensation for personal services actually rendered to;
- (c) Make any part of its services available on a preferential basis to;
- (d) Make any purchase of securities or any other property for more than adequate consideration in money or money's worth from;

- (e) Sell any securities or other property for less than adequate consideration in money or money's worth to; nor
- (f) Engage in any other transactions that result in substantial diversions of its income or corpus to; any officer, member, or substantial contributor to the Society.

The prohibitions contained in Section 6 do not mean to imply that the Society may make such loans, payments, sales or purchases to anyone else, unless such authority be given or implied by other provisions of the Constitution or Bylaws.

#### **ARTICLE VIII-Properties and Funds of the Society**

**Section 1.** The Society shall hold title to all property and funds, and shall have the right to powers vested in the laws of the State of Illinois in which it is incorporated.

**Section 2.** All funds of the Society shall be deposited in banks covered by Federal Deposit Insurance.

#### **ARTICLE IX-Dissolution**

**Section 1.** In the event dissolution of the Society becomes desirable, the Board of Directors shall adopt a resolution recommending the dissolution of the Society, together with a plan of distribution of assets, and submit the question of dissolution and plan of distribution to the voting members of the Society. A copy of such resolution shall be mailed to each voting member at last known address not less than 30 days nor more than 60 days before the ballots are to be counted. The resolution to dissolve the Society and to adopt a plan of distribution will become effective provided a minimum of 25% of the membership votes on the proposed resolution, and affirmative vote by two-thirds of those voting shall be necessary for its approval.

**Section 2.** Upon dissolution of the AMERICAN SOCIETY OF ANIMAL SCIENCE, INC., the Society shall distribute the assets and accrued income to one or more organizations as determined by the Board. Such organization or organizations shall meet the limitations prescribed in Sections (1) to (6) inclusive, of Article VII, immediately preceding.

# BYLAWS OF THE AMERICAN SOCIETY OF ANIMAL SCIENCE

## ARTICLE I-Membership

**Section 1.** The right to membership and participation in Society activities will be granted to qualified applicants as defined in Article II, Section 1 and 2 of the Constitution.

**Section 2.** The Society shall have six classes of members: Professional, Post-doctoral, Student Affiliate, Fellows, Retiree, and Sustaining Members.

- (a) Professional Member: Any person who has research, educational, commercial, or administrative responsibilities or interests in the broad disciplines within the animal science disciplines. Professional member dues include access to the electronic *Journal of Animal Science*. Professional members may receive the paper copy of the *Journal of Animal Science* at an additional cost as established by the Board of Directors.
- (b) Post-doctoral Members: Any person who is currently employed in a post-doctoral position at the time of application shall be eligible for Post-doctoral membership. Membership must be certified annually by a Professional Member/Advisor. Post-doctoral member dues include access to the electronic *Journal of Animal Science*. Post-doctoral members may receive the paper copy of the *Journal of Animal Science* at an additional cost as established by the Board of Directors.
- (c) Student Affiliate Members: Any enrolled college student who is certified by a Professional Member/Advisor and does not hold a full-time position at the time of application shall be eligible for Student Affiliate Membership. Membership must be certified annually by a Professional Member/Advisor. Student Affiliate Members are nonvoting members of the Society. Dues for Student Affiliate Members shall be established by the Board of Directors and will include access to the electronic *Journal of Animal Science*. Student Affiliate Members may receive the paper copy of the *Journal of Animal Science* at an additional cost as established by the Board of Directors.
- (d) Fellows: Any member who has been elected a Fellow. Fellows shall be eligible to vote, have electronic access to the *Journal of Animal Science* and participate in Society activities without the payment of annual dues. Fellows may receive the paper copy of the *Journal of Animal Science*, at an additional cost as established by the Board of Directors.
- (e) Retiree Member: Any Professional Member who is in good standing who retires after having been a member for 20 years or more and has retired from full-time employment. Retiree Members shall be eligible to vote, have electronic access to the *Journal of Animal Science* and participate in Society activities without the payment of annual dues. Retiree Members may receive the paper copy of the *Journal of Animal Science* at an additional cost as established by the Board of Directors.
- (f) Sustaining Member: Any individual, firm, or association engaged in animal agriculture or any business having an interest in animal agriculture shall be eligible for Sustaining Membership on payment of annual dues. An individual Sustaining Member shall be entitled to the rights of a Professional Member and additional benefits as established by the Board of Directors. A representative of the Sustaining Member firm or association shall be entitled to the rights of a Professional Member.

**Section 3.** A candidate to membership in the Society shall make written application by letter, or on forms provided by the Society. Upon receipt of an acceptable application and payment of dues, the Business Office shall enter the applicant on the rolls of the society and under the appropriate classification as set forth in Article I, Section 2, of the Bylaws.

**Section 4.** Membership term will be January 1 through December 31 of the current year in which the application is received. For application made after November 1, membership will become effective January 1 of the following year unless otherwise specified by the applicant.

**Section 5.** A Professional Member's status can be changed to that of a Student Affiliate upon written application by, or on behalf of, that member if the qualifications set forth under Article I, Section 2(b) of the Bylaws are met. If such a change of status occurs during the membership year, dues paid for the current year will not be refunded.

**Section 6.** Members shall pay annual dues, as established by the Board of Directors, to the Society on or before January 1.

**Section 7.** Any member who is in arrears for annual dues on January 1 shall be suspended, but may be reinstated during the year of suspension by paying the current year's dues prior to December 31. Any member who has been suspended for more than one year may apply for membership (see Section 3 above).

**Section 8.** Unless the members vote to change the composition of existing divisions or create new ones, the geographical sectional divisions for the United States, Canada and Mexico are:

- (a) Midwestern Section-United States: Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota and Wisconsin; Canada: Manitoba and Western Ontario.
- (b) Northeastern Section-United States: Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, District of Columbia and West Virginia; Canada: Eastern Ontario, Nova Scotia, New Brunswick, Quebec, Prince Edward Island and Newfoundland.
- (c) Southern Section-United States: Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, Oklahoma, South Carolina, Tennessee, Texas and Virginia; Mexico: Coahuila, Nuevo Leon, Zactecas, San Luis Potosi, Tamaulipas, Queretero, Hidalgo, Veracruz, Tlaxacala, Morelos, Puebla, Oaxaca, Tabasco, Chiapas, Campeche and Yucatan.
- (d) Western Section-United States: Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington and Wyoming; Canada: British Columbia, Alberta and Saskatchewan; Mexico: Baja California, Sonora, Chihuahua, Sinaloa, Durango, Nayarit, Jalisco, Aguascalientes, Guanajuato, Mexico, Michoacan, Colima and Guerrero.

**Section 9.** Central and South American and Caribbean countries other than Mexico are included in the Southern Section, unless the members vote to change the composition of existing divisions or create new ones.

**Section 10.** Members from countries other than those listed in Article I, Sections 8 and 9, will not be assigned to a specific section, but may select membership in a section unless the members vote to change the composition of existing divisions or create new ones.

**Section 11.** Principles of Ethical Conduct. To ensure integrity of the American Society of Animal Science, its members must respect and adhere to high fundamental ethical standards. Members of the Society must be morally accountable for scholarly activity, follow the highest principles in scientific conduct, and humanely treat and maintain animals in our care. Furthermore, members should avoid situations in which personal achievement may give the appearance of violating professional objectivity.

Accusations of a violation of ethics against any ASAS member must be brought to the attention of the President of ASAS. The President shall notify the accused within ten working days after receipt of the charges made against him or her. This notification will be in writing. The accused will then have the opportunity to defend himself/herself in writing to address those accusations. The defendant must respond within 30 days of receipt of the President's letter. The President can appoint an ad hoc committee to address this change, and make a recommendation to the Board of Directors. The Board will make a final decision.

Any member who shall be found guilty of an offense not in keeping with the dignity and honor of the Society may be expelled by a two-thirds vote of the members of the Board of Directors, which shall receive and weigh evidence for and against the member accused. The member shall have the right of appeal to the Society at its next Annual Business Meeting. It shall require a majority vote of members present to overrule the decision of the Board of Directors.

## **ARTICLE II-Subscriptions**

Nonmember subscriptions to the *Journal of Animal Science* must be for complete volumes and will be accepted upon receipt of payment as set by the Board of Directors. Subscriptions will be for the current year of January through December.

## **ARTICLE III-Election of Officers**

**Section 1.** Balloting for Elective Officers and Directors-at-Large, and Graduate Directors shall be by mail or electronically prior to the Annual Meeting. Nominating committees appointed by the President and approved by the Board, shall nominate two candidates for President-Elect and each of the Directors-at-Large and Graduate Directors. In addition nominations for each position may be made by petition signed by 25 members, and presented to the Business Office no later than 90 days before the Annual Meeting. The ballot shall be provided to the membership by the Business Office at least 60 days prior to the Annual Meeting and shall provide space for write-ins. The ballots will be counted by the Business Office Staff for purposes of providing notification to the Executive Committee of the results of the election. The President shall notify candidates of the election results. A majority of votes shall be required for election. If no candidate receives a majority of votes, the two candidates receiving the highest numbers of votes shall be voted upon at the Annual Meeting.

**Section 2.** The Board of Directors shall fill, for the unexpired terms, all vacancies in elective positions. The President of the Society shall fill all vacancies in appointive positions.

## **ARTICLE IV-Duties of Officers**

**Section 1.** The Officers of the Society shall each perform the duties usually incumbent upon their respective offices. The Executive Committee will act as the governing body of the Society in routine matters in the intervals between Board meetings. In questions of parliamentary procedure, the provisions of Robert's Rules of Order shall apply. The President-Elect, in consultation with the Board of Directors, shall appoint such committees as necessary. The committees will report to the Board of Directors.

**Section 2.** It shall be the duty of the Board of Directors to determine policies and procedures in regard to publishing the *Journal of Animal Science*.

**Section 3.** The Board of Directors may appoint an Executive Director for an indefinite period under terms established by the Board of Directors; the appointment may be terminated only by the Board of Directors.

## **ARTICLE V- Member Resolutions and Motions**

**Section 1.** The Board of Directors decide the agenda for each Annual Business Meeting. In addition, a resolution or motion to be included in the Annual Business Meeting may be initiated with a petition signed by 25 members, presented to the Business Office not later than 60 days before the Annual Meeting. Such a resolution or motion shall be distributed electronically among the membership at least 14 days before the Annual Meeting. The President shall ensure that the Business Meeting includes adequate time for discussion of the member resolutions or motions. Voting at the Annual Business Meeting may be by a show of hands or secret ballot. A majority of the votes cast shall adopt a resolution or a motion.

## **ARTICLE VI-Changes in the Bylaws**

A proposed amendment to the Bylaws may originate from the Board of Directors or by petition signed by 25 members. Proposed amendments shall be provided to the membership 60 days prior to the Annual Meeting for balloting. Balloting may be at the annual business meeting, by mail, or electronically. To be counted, votes must be received by the Business Office at least 14 days before the Annual Meeting. A majority of the ballots cast shall be required for the adoption of an amendment to the Bylaws.