

## **Bylaws of the ASA Section on Mathematical Sociology**

*Approved December 16, 1996, Revised June 2000, with Amendments through 2008 2013*

### **Preamble**

The purpose of the Mathematical Sociology Section of the American Sociological Association (ASA) is to encourage; enhance and foster research, teaching and other professional activities in mathematical sociology, for the development of sociology and the benefit of society, through organized meetings, conferences, newsletters, publications, awards, and other means deemed appropriate by the Section Council. The Section seeks to promote communication, collaboration, and consultation among scholars in sociology in general, mathematical sociology, and allied scientific disciplines.

### **I. Officers of the Section**

**A.** The Officers of the Section shall be a Chair(person), a Chair(person) - Elect, a Past-Chair, a Secretary-Treasurer, and seven Council members, all of whom are voting members of the ASA and members of the Section. Six of the Council members shall be regular members of the ASA and one shall be a graduate student member. These eleven together shall form the Section Council.

**B.** The Chair-Elect shall serve in that position for one year before automatically succeeding to a one-year term as Chair, followed by a one-year term as Past-Chair (making a combined three-year term). The Secretary-Treasurer and the six Regular Council members shall each serve three-year terms, with two of the Council member positions being vacated each year. The Graduate Student Council member shall be elected each year for a one-year term. Officers shall not succeed themselves in the same position, with the exception that a Graduate Student Council member may be elected to this position for up to three one year terms in total.

Unless otherwise prevented by these Bylaws, an Officer occupying an Acting position may succeed her/himself in the corresponding non-Acting position. For the sole purpose of permitting this succession, an Acting position is not considered to be the same position as the corresponding non-Acting position.

**C.** The Chair, Chair-Elect, Past-Chair and Secretary-Treasurer have the following specific duties among possibly others: The Chair of the Section shall serve as Chair of the Section Council, preside at the Annual Section Business Meeting, and serve as Chair of the Program Committee. The Chair-Elect shall be an ex-officio member of the Program Committee. The Past-Chair shall serve as Chair of the Nomination Committee.

The Secretary-Treasurer shall record and circulate the minutes of all Section Council Meetings and Section Business Meetings, and as required, receive, keep and present official documents and financial records of the Section and execute all financial transactions of the Section. All financial expenditures

executed by the Secretary-Treasurer shall be explicitly authorized by the Section Council either directly or by delegation of such authorization to the Chair.

In the absence of the Chair at an ASA or Section function or activity at which the Chair has a responsibility, the Chair-Elect shall serve as Acting Chair. In the absence of both the Chair and the Chair-Elect, the Past-Chair shall serve as Acting Chair.

**D.** In the first election of Section Officers following establishment of the Section within the ASA as a Section-in-Formation, a Chair, a Chair-Elect, a Past-Chair, and a Graduate Student Council member shall be elected for a term of one year, a Secretary-Treasurer shall be elected for a term of three years and seven Council members shall be elected. Of the six Regular Council members to be elected, two shall be identified for a one-year term, two for a two-year term, and the remaining two for a three year term. Thereafter, each annual election will be for a Chair-Elect, two Regular Council members, and a Graduate Student Council member, with the Secretary-Treasurer elected every third year.

**E.** A Section office becomes vacant when one of the following events occurs:

- 1) The office holder submits a written resignation to the Secretary-Treasurer, except that a resigning Secretary-Treasurer submits a written resignation to the Chair,
- 2) The office holder ceases to be a member of the Section or a voting member of the ASA,
- 3) The office holder is removed from office by a vote of at least eight members of the Section Council or of two-thirds of the Section Members present at a Section Business Meeting at which a quorum is present,
- 4) The office holder is deceased, or
- 5) The office holder is elected to another office on the Section Council.

**F.** If the position of a Section Officer other than the Chair becomes vacant before the term of that position is completed, it shall be filled for the unexpired part of the term through an Acting appointment by the Chair, subject to confirmation by a simple majority of the Section Council (either at a meeting or by a fairly conducted poll of all Council members) within forty-five, days of official notice of the vacancy. An Acting Chair-Elect shall serve the remainder of the term until the next Annual Meeting of the ASA, but without automatically succeeding to the position of Chair.; If the position of Chair becomes vacant before the term of that position is completed, the Chair-Elect shall complete the term of the Chair, serving as Acting Chair and relinquishing the position of Chair-Elect. The resulting procedural vacancy in the position of Chair-Elect shall be filled by an

Acting appointment as provided above. The next year the Acting Chair shall succeed to a one-year term as Chair. The resulting next-year vacancy in the office of Past-Chair shall be filled by an election vote. If, through a combination of circumstances, both the Chair-Elect and Chair positions fall vacant simultaneously, so that the above procedures are unavailing, the Section Council shall fill both positions on an Acting basis by majority vote for the remainder of the term of these offices. In these deliberations the Past-Chair or, in the absence of the Past-Chair, a Regular Council member with the most Council service shall be chosen to serve as Acting Chair.

If a vacancy in the Chair-Elect position (not a procedural vacancy) or in the Chair position or a simultaneous vacancy in both positions occurs, the resulting next-year vacancy in the office of Chair, Past-Chair or both, respectively, shall be filled by an election vote, either in the next scheduled Section election or at the next Section Business Meeting, whichever is possible first. If the official date of the vacancy is after the adjournment of a Section Business Meeting and before the final preparation of ballots for the next scheduled election of Section Officers, that election shall also include the vote for a new Chair, Past-Chair, or both, respectively. If such vacancy occurs after final preparation of ballots for a scheduled Section election and before the adjournment of the next Section Business Meeting at the Annual ASA Meeting, a special election of the next Chair, Past-Chair, or both, respectively, shall occur at that next Section Business Meeting.

**G.** Anyone serving in an Acting position shall possess all the rights, duties and responsibilities of the corresponding non-Acting position while occupying that position.

**H.** All members of the Section who are voting members of the American Sociological Association are eligible for election as Officers of the Section.

## II. Powers of the Officers

**A.** The Section Council is vested with the power to carry out all necessary operations of the Section, acting as the representative of the membership of the Section. The Council shall make decisions at its scheduled meetings by a majority vote of its attending members and between meetings by a majority vote using any method designed to allow all Council members a reasonable chance to register their votes, e.g., by mail, e-mail, conference phone call, provided a quorum of at least six members participates in the vote. Section Council may decide by majority vote to put to a vote of the Section membership any question it deems necessary or appropriate. Any action of the Council shall be brought to the next Section Business Meeting for ratification if requested by either three or more Council members or by a written petition submitted to the Secretary-Treasurer and signed by at least ten percent of the members of the Section or 25 members of the Section, whichever is less.

**B.** Each year the Section Council shall appoint an Editor for the Section Newsletter, who shall be a Section member. The Editor shall serve in a staff capacity to the Council.

**C.** Unless otherwise provided in these Bylaws, all appointments to Committees shall be made by the Chair with the concurrence (i.e., no opposing majority of six or more members) of the Section Council.

### III. Elections and Voting

**A.** The elections of the Section shall be carried out in cooperation with the American Sociological Association and coordinated to its schedule. With the exception of the first election, which shall be conducted at the first Business Meeting of the Section-in-Formation at the Annual Meeting of the ASA in 1996, elections will normally be conducted in the spring of the year.

**B.** In the election for any position other than Regular Council members, the candidate receiving the largest number of votes shall be elected. In the case of a tie vote, the tie shall be broken by a random process conducted by the Committee on Nominations. In the election of Regular Council members (normally with at least four candidates for two positions), each voter shall have two votes and the two candidates with the largest number of votes shall be elected. In the case of a tie vote for a Council seat, the tie shall be broken by a random process conducted by the Committee on Nominations. Unless otherwise provided in these By-laws, a simple majority of the members voting on an issue of referendum shall determine the outcome. Newly elected officers of the Section shall assume office immediately upon adjournment of the next Annual Meeting of the ASA.

**C.** For any vote of the membership to be valid, whether on a Section position, an item of business or an amendment to these Bylaws, it is required that a quorum of twenty-five or ten percent of the Section membership participate, whichever is larger.

**D.** If no candidate for the graduate student Council member seat is available at the time of the election a graduate student member of the ASA shall be appointed to this position by the new Chair, subject to confirmation by a majority vote of the new Section Council as soon as possible after the Annual ASA Meeting.

### IV. Committees

**A.** There shall be a Committee on Nominations of at least five members, chaired by the Past-Chair, the remaining members of which are appointed each year by the Section Council when it convenes at the Annual Meeting of the ASA. All

members of this Committee shall be members of the Section. This committee is charged with soliciting suggestions for nominations from Section members; it shall name at least two candidates who are Section members for each office to be filled. These candidates shall not be announced until they have consented to serve. If requested by the Chair or the Section Council, the Committee on Nominations shall submit to the Chair or the Council, respectively, the names of Section members to be considered for appointment to other committees of the Section.

**B.** There shall be a Program Committee of at least four members, chaired by the Section Chair and with the Chair-elect as ex officio member, the remaining members of which are appointed each year by the Section Council. All members of this Committee shall be Section members. This committee is charged with arranging and implementing the various events and activities of the Section authorized by the Section Council, in particular, the Section events and activities during the Annual Meeting of the ASA.

**C.** Other Ad Hoc Committees may be established by the Chair of the Section with the concurrence of the Council, or by the Council, for a period of time not to exceed one year. Such Committees may be continued from year to year only by a majority vote of re-authorization of the Section Council.

#### V. Section Membership

**A.** Membership in the Section is open to any member of the ASA, without regard to classification of membership, who has an interest in the area of mathematical sociology. Section members who cease to be members of the ASA shall be dropped from the membership of the Section immediately. Section members who remain members of the ASA but fail to pay their Section dues shall be suspended and classified as Inactive Members. They shall be ineligible to vote in Section elections and to hold any Section office or committee position, and shall be dropped from the membership roll of the Section after two years.

#### VI. Dues

**A.** Section dues shall be set by the Section Council to cover the operation of the Section in accordance with the requirements of the American Sociological Association.

#### VII. Section Business Meetings

**A.** Section Business Meetings shall be held at a stated place and time during the Annual Meetings of the ASA. A quorum for conducting any business of the Section at this meeting shall consist of at least twenty-five or ten percent of the members of the Section, whichever is larger. Unless specified to the contrary in

these Bylaws, all business at this meeting shall be conducted in a parliamentary manner according to Robert's Rules of Order.

**B.** For each Section Business Meeting, Section Council shall select a Parliamentarian, who shall be charged with the interpretation of these Bylaws or Robert's Rules of Order as needed for the proper and expeditious conduct of Section business.

#### VIII. Amendment of these By-laws

**A.** These Bylaws may only be amended by a two-thirds favorable majority vote of those voting at a Section Business Meeting, provided this action is subsequently confirmed by a favorable majority vote of those voting in a mail ballot of the Section membership. The number of Section members participating in each of the Business Meeting and mail ballot must be at least twenty-five or ten percent of the members of the Section, whichever is larger. The amended Bylaws go into effect only upon the favorable outcome of the mail ballot.

#### **Award Policies of the Mathematical Sociology Section** (Amendments to by-laws adopted 2001 – 2008)

##### Types of awards

(1) Graduate Student Paper Award. Each year, the section will form a Committee for **Outstanding Graduate Student Paper in Mathematical Sociology**.

A call for nominations will be placed in the section's newsletter and in the ASA Footnotes. Eligible papers must have been written while the author was still a graduate student and during the three years prior to the award year. Papers can be published or unpublished. A dissertation chapter, but not the entire dissertation, is eligible, as is a paper based on the dissertation. The graduate student paper award includes \$500 to help defray the costs of attending the ASA meetings or other expenses.

(2) Outstanding Article Publication Award. Each year, the section will form a Committee for **Outstanding Article Publication in Mathematical Sociology**.

A call for nominations will be placed in the section's newsletter and in the ASA Footnotes. Eligible articles must have been published during the three years prior to the award year.

(3) **Harrison White Outstanding Book Award and James S. Coleman Distinguished Career Award**. In odd-numbered years, the Section will form a committee that will decide upon an award for an outstanding book publication. Eligible books must have been published during the four years prior to the award year. In even-numbered years, the Section will form a committee that will decide upon an award for a distinguished career in mathematical sociology. A call for nominations will be placed in the section's newsletter and in the ASA Footnotes.

These calls for nominations will specify that nominations must come from American Sociological Association members.

**(4) Mathematical Sociology Outstanding Dissertation in Progress Award**

Each year, the section will form a Committee for the Mathematical Sociology Outstanding Dissertation in Progress Award. This award provides a grant of **\$1,500** to meet some of the scholarly expenses of a student whose dissertation employs mathematics in an interesting, imaginative or ingenious way to advance sociological knowledge. The applicant should submit a copy of his or her approved dissertation proposal, with a list of any requirements added by the graduate committee. The packet should also include a letter of support from the student's sponsor, which describes the student's qualifications for the completed task and the potential importance of the project. A call for nominations will be placed in the section's newsletter and in the ASA Footnotes. The requirements include membership in the ASA and the mathematical sociology section during the period to be covered by the grant.

**Size and formation of the award committees**

Each committee will have five members. After consultation with and advice from the Council, the various award committees will be formed by the section chair, who also will appoint the chair of each such committee.

**Additional considerations**

(1) The paper and publication award committees are urged to come to a decision that excludes a tie. However, if this is not possible, then at most two authors may share a given award in a given year.

(2) The designation "Honorable Mention" may be used in the case of a strong contender who is not given the award. At most one such mention may be made in a given category of award, except for the Distinguished Career Award, where it may not be used. The names of any such honorably mentioned individuals will be printed in the section's newsletter when awards are announced therein.

(3) The committees have the right to decide no submission or nomination merits an award in a given year. This may reflect a quality judgment, but it also may reflect a desire to see greater competition for any given type of award. However, the general policy of the section is that committees should actively encourage nominations in sufficient number to enable an award on merit to be given each year for each category of award.