

# CONSTITUTION

## The American Phytopathological Society, Pacific Division

### ARTICLE I

This organization shall be known as the Pacific Division of  
The American Pathological Society

### ARTICLE II

#### Qualification for Membership and Dues

**Sec. 1.** All members of the American Phytopathological Society (APS) shall be eligible for membership.

**Sec. 2.** Each member shall pay annually such dues as the Division shall determine and shall have a vote in all matters pertaining to the Division.

**Sec. 3.** Any fully retired member of the Division or Emeritus member of APS residing in the Division may apply for Honorary Membership in the Pacific Division. The applicant may submit a request for Honorary Membership to the Secretary-Treasurer or may be recommended by the Executive Committee.

### ARTICLE III

#### Officers and Executive Committee

**Sec. 1.** The officers of the Division shall consist of a President, President-Elect, Secretary-Treasurer, and Councilor. The President-Elect shall act in the capacity of a Vice-President. The duties of the officers are those customarily pertaining to these offices. The Councilor shall represent the Division at the meetings of the Council of the American Phytopathological Society. In the event that the Councilor is not able to attend an official council meeting, the President of the Division will designate an alternate to attend.

**Sec. 2.** The President and President-Elect will serve for one year or until a new President-Elect is elected. The President-Elect will automatically succeed to the presidency and will take office immediately following the annual meeting. The Councilor will serve three years and his/her term of office will begin at the annual meeting of the parent society following his/her election.

**Sec. 3.** An Executive Committee consisting of the officers of the Division and the immediate past President shall conduct the routine business of the Division. This committee will fill any temporary or permanent vacancies in the offices and appoint any

needed delegates or representatives not otherwise provided for in the interim between elections. The Executive Committee will appoint the Secretary-Treasurer to the regular two-year term of this office.

**Sec. 4.** All actions of the Executive Committee or individual officers that concern policy are subject to approval of the Division.

## **ARTICLE IV**

### **Election of Officers**

**Sec. 1.** A Nominating Committee of four members will be appointed by the President. Only one member of this committee shall be from any one State or Province. The duty of this committee shall be to select two qualified candidates for the elective offices to be vacated.

The Nominating Committee will provide the Secretary-Treasurer with the choice of nominees at least 60 days before the annual meeting of the Division.

**Sec. 2.** The election of President-Elect and Councilor shall be by mail or electronic ballot submitted to the membership in good standing no later than 50 days prior to the annual meeting of the Division. The ballot will include a provision for write-in votes. The marked ballots shall be returned to the Secretary-Treasurer no later than 20 days before the opening business session of the annual meeting. The Secretary-Treasurer and one additional member appointed by the President shall count the ballots. Any tie vote will be settled by the Executive Committee. The Secretary-Treasurer shall notify the President of the results of the election.

**Sec. 3.** If an elected officer is unable to serve, the Nominating Committee shall select two qualified candidates for the office in question and a mail or electronic ballot, with provision for write-in votes, will be submitted to the membership as soon as practicable. The Secretary-Treasurer and one additional member appointed by the President shall count the ballots. The Secretary-Treasurer shall notify the President of the results of the election. The elected officer, upon notification by the President, will take office immediately. A tie vote will be settled by the Executive Committee.

## **ARTICLE V**

### **Committees**

Temporary or standing committees may be appointed at the discretion of the President of the Division.

## **ARTICLE VI**

### **Meetings**

**Sec. 1.** The Division shall normally hold a single annual meeting. The annual meeting for the following year shall be held at such time and place as the retiring Executive Committee may select and shall be announced at the current annual meeting.

**Sec. 2.** When the parent society meets with the Division, The Division shall forego its regular program, but shall hold at least one business meeting.

## **ARTICLE VII**

### **Publication**

Abstracts of papers read at regular meetings shall be published in accordance with regulations of APS.

## **ARTICLE VIII**

### **Ratification of Rules of The American Phytopathological Society**

The Pacific Division hereby ratifies the provisions established by The American Phytopathological Society governing the organization and regulations of divisions of the Society.

## **ARTICLE IX**

### **Standing Rules**

1. The annual dues of the Pacific Division of The American Phytopathological Society shall be determined by the Executive Committee, subject to approval of a majority of members voting at the Division's annual business meeting. Honorary members shall pay no dues.

### **Papers, Abstracts**

2. At least one author of a paper read at the annual meeting must be a member of the Pacific Division. Upon request, the Secretary-Treasurer will provide abstract forms to members who plan to present papers at the annual meeting. Members must submit abstracts to the President-Elect. The President-Elect will arrange for abstracts to be reproduced and to be made available at the time of the annual meeting.

Members shall limit presentation time of papers to that allotted on the program. Speakers shall be warned one minute before the termination of their allotted time.

Only abstracts of papers presented in person by one of the authors at the annual meeting shall be considered for publication.

3. The Secretary-Treasurer is authorized to make necessary expenditures for the conduct of the business of the Division. He/she shall present a financial report at the annual meeting and upon the appointment of a new Secretary-Treasurer, or at least every two years, he/she shall prepare a financial statement for the period of his/her office. He/she shall supply the financial statement and his/her account books to the auditing committee when directed to do so by the President. A grant of \$50.00 per year shall be allotted to the Secretary-Treasurer for personal expenses in connection with the annual meeting.

#### Auditing Committees

4. Upon the appointment of a new Secretary-Treasurer, or at least every two years, the President shall appoint an auditing committee to audit the accounts of the Division. The auditing committee shall report its findings to the President and to the membership.

### **ARTICLE X**

#### Amendments

Except as noted below, this Constitution may be amended by sending a notice of the proposed changes to all members at least 30 days prior to the meeting. The change is final when approved by a three-fourths majority of all the members voting; at the annual business meeting.

The standing rules may be amended by a majority of the members voting at the annual business meeting of the Division.

After approval and revision, a copy of the newly amended Constitution will be made available to all members.

Amended 21 October 2003.