

EUROPEAN CHAPTER BYLAWS

AMERICAN SOCIETY FOR INFORMATION SCIENCE AND TECHNOLOGY

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Article I. Name

The name of this organization is the European Chapter of the American Society for Information Science and Technology(ASIS&T).

Article II. Purpose

The purpose of the Chapter is to provide an organization through which members of ASIS&T located within the Chapter area, Europe, may participate in and carry forward the programs and purposes of ASIS&T. The Chapter shall promote the interests of the Society and its programs and shall make every reasonable effort to involve students of information science and related disciplines who are located within its boundaries.

The particular objectives of the European chapter are :

- a) to facilitate personal networking among ASIS&T members located in all European countries ;
- b) to contribute to their professional development by means of meetings, continuing education programmes, special programmes, newsletter and any other appropriate form of communication and interaction ;
- c) to establish liaison with ASIS&T officers, SIGs and other chapters with a view to facilitate the interaction between ASIS&T members in Europe and in other parts of the world, the effective participation of European members in ASIS&T activities, in particular meetings and publications ;
- d) to help publicize ASIS&T and its activities within the professional community in Europe ;
- e) to facilitate the cooperation between ASIS&T and related professional societies in Europe and to contribute to an increased cooperation among the latter.

Article III. Membership

Section 1. All Individual and Institutional members in good standing of ASIS&T whose mailing addresses are within the Chapter's geographic boundaries as established by the ASIS&T Board of Directors shall automatically be members of the Chapter. No individual or organization may become a member of the Chapter except by becoming a member of ASIS&T. Upon request, a member of ASIS&T may become a member of the Chapter even though the mailing address is not within its boundaries.

Section 2. Student members in good standing of ASIS&T who are located within the boundaries of the Chapter shall be student members of the Chapter.

Section 3. All members are entitled to receive Chapter publications. Official notices of Chapter meetings and programs shall be distributed to all members prior to the event.

Section 4. Individual members, Student members, and one certified representative of each Institutional member may vote on any questions submitted to the members of the Chapter at a meeting, or by formal ballot, and may serve as officers of the Chapter.

Section 5. Student members shall have the same privileges and responsibilities as Individual members.

Section 6. A Chapter member whose membership in ASIS&T has been terminated for any cause shall no longer be a Chapter member.

Article IV. Officers

Section 1. The officers of the Chapter shall include, a presiding officer to be known as the Chapter Chair, a Chapter Chair-elect, the immediate Past-Chair, a Secretary-Treasurer, a Chapter Assembly Representative, and an Alternate Assembly Representative. The officers shall serve for one administrative year and shall constitute the Executive committee. Additional officers may be appointed by the Chair as required (see Art. IV, section 3). Terms of office shall coincide with the Chapter administrative year which shall correspond with the ASIS&T administrative year.

Section 2. The Chapter Chair shall see that an annual financial report of the Chapter is filed with with the Executive Director of ASIS&T within thirty days after the close of the ASIS&T fiscal year.

Section 3. The Chapter Chair shall preside over all meetings of the Executive Committee (See Article VII, Section 1) and the Chapter. The Chair shall appoint the Chairs and members of all committees, subject to the provisions of these bylaws and subject to the consent of the Executive Committee.

Section 4. The Chair-elect shall actively assist the Chair and shall preside at Executive Committee or Chapter meetings in the absence of the Chair. The Chair-elect shall automatically succeed to the office of the Chair upon completion of the term as Chair-elect, or upon the resignation or death of the Chair. The chair-elect shall be particularly responsible for the planning of the activities to be implemented during the year he/she will hold the office of Chair.

Section 5. The Secretary-Treasurer shall carry out the customary functions of this office and shall execute the decisions and policies of the Executive Committee. He/she shall ensure that administrative, fiscal and other compulsory reports to the Assembly Director and Executive Director are prepared and delivered in due time and that elections and votes by mail are organized in due time.

Section 6. The officers of the Chapter must be members of ASIS&T in good standing. They shall be elected by a plurality vote of the members voting by means of a formal ballot. The report and recommendations of the Nominating Committee shall be distributed to all voting members prior to the Annual Chapter Business Meeting. The Chapter shall provide its membership with the opportunity to make additional nominations prior to distributing the final ballots. Nothing in these bylaws shall prevent any Chapter member from being elected or appointed to more than one Chapter office, except that the Representative and Alternate Representative must be different individuals.

Section 7. In the event of the resignation or death of a Chapter officer other than the Chair, the Executive Committee shall appoint a member to serve until the next election, except that an appointee filling a vacancy in the position of Chair-elect shall not accede to Chair as provided in Section 4 but a new Chair shall be elected at the next regular election.

Article V. Meetings

Section 1. The Executive Committee shall provide for an Annual Business Meeting during each administrative year. The Annual Business Meeting shall not occur within fifteen days of the ASIS&T Annual Meeting. Written notice of the Annual Business Meeting shall be distributed to all members of the Chapter not fewer than 30 days before the date of the meeting. Any matter requiring a vote of the members should be submitted to them in a form suitable for a vote by mail ballot. Special business meetings of the Chapter may be held at such times and places as the Executive Committee may determine, upon 15 days prior notice to the members.

Section 2. The Executive Committee shall provide for Chapter meetings at such times and places it may determine. The annual business meeting and the Chapter meeting shall be combined as appropriate.

Section 3. The Chapter meetings should as far as possible be combined with other professional meetings held in Europe and likely to attract the largest portion of the membership. They should as far as possible be successively held in different countries.

Article VI. Dues and Finances

Section 1. Any Chapter dues and assessments shall be set by affirmative vote of two-thirds of the members who vote by means of a formal ballot, becoming effective the next succeeding January. If accepted by a vote of the membership, Chapter dues and assessments will be levied against all Individual members of the Chapter. Nonpayment of such dues shall not deny any member the privileges of Chapter membership, except that the Chapter may limit the privilege of voting or holding office in the Chapter for nonpayment of such Chapter

assessments. Chapter assessments shall not be levied on Institutional members or their representatives.

Section 2. The Chapter may collect monies from persons and institutions who are not members of the Society to place them on a mailing list for meeting notices and other mailings, but such persons and institutions shall have no vote in Society, Chapter or Group meetings or in formal balloting.

Section 3. The fiscal year for the Chapter shall be in conformity with the fiscal year of ASIS&T.

Section 4. The Executive Director of ASIS&T must be a signatory on all Chapter accounts.

Article VII. Committees

Section 1. The Executive Committee of the Chapter shall consist of the Chapter officers, as defined in Art. IV, Section 1. Additional officers may participate in its deliberations as appropriate, at the request of any officer or at their request, subject to consent of the Executive committee. The Executive Committee shall conduct and manage the affairs of the Chapter, subject to these bylaws, and shall possess all powers necessary or incidental that purpose, including the right to appropriate and expend Chapter funds.

Section 2. The standing committees of the Chapter shall include a Chapter Nominating Committee and such additional standing committees as the Executive Committee or the membership may determine.

Section 3. The Nominating Committee shall consist of a chair and two Regular members of the Chapter from different countries, appointed by the Chapter Chair. This committee shall present a list of nominees to the members of the Chapter, as provided in Article IV, Section 6. The Nominating Committee shall present to the Membership more than one candidate for each office if possible and ensure that the candidates are from different countries.

Article VIII. Dissolution

In the event of a dissolution of the Chapter, the assets of the Chapter shall, after satisfaction of all liabilities and obligations thereof, be paid into the general treasury of ASIS&T.

Article IX. Other

For matters not covered under these bylaws, the ASIS&T Bylaws will be followed.

Article X. Amendment

These bylaws may be amended by an affirmative vote of two-thirds of the members of the Chapter voting on the proposed amendment. Such amendment may be proposed by petition of a minimum of ten percent of the Chapter members, filed with the Chapter Chair, or by proposal of the Executive Committee of the Chapter or the ASIS&T Board of Directors. Such amendment shall be voted upon by formal ballot within 60 days after receipt by the

Chapter Chair. The Chapter Secretary-Treasurer shall prepare and distribute a copy of the proposed amendment together with a ballot to each voting member of the Chapter, setting forth a date not less than 20 or more than 30 days from the date of distribution of the ballot, by which date all valid ballots which are returned shall be counted. No amendment to these bylaws shall take effect unless and until it has been certified by the ASIS&T Board of Directors as being in harmony with the Charter, Constitution, and Bylaws of ASIS&T. If so certified, the amendment shall be effective as of the date of the next regularly scheduled meeting of the Executive Committee.