WSA Constitution & Bylaws

Wisconsin Sociological Association

Constitution

Revised February 25, 2022

ARTICLE I - Name, Purpose, Membership and Dues

1.00 The organization shall be known as the Wisconsin Sociological

Association (hereafter referred to as WSA).

1.01 The purpose of the WSA shall be to stimulate discussion of

sociological issues, to improve the instruction of sociology at all levels of

the educational system, to encourage the development and funding of

sociological research, and to encourage cooperative relations among

persons engaged in the scientific study of society.

1.02 Persons interested in the purpose of the WSA shall be eligible for

membership. The membership shall consist of four classes: Sustaining,

Retired/Emeritus, Regular and Student. With the exception

of Student members, all members shall have the right to hold office. All

members shall have the right to vote and other membership privileges.

1.03 The dues-year of the WSA shall commence on September 1 and end on

August 31.

1.04 The Executive Committee shall set yearly dues to insure sufficient

funds to cover normal and reasonable operating expenses of the WSA, the

Newsletter and the journal. Yearly membership dues shall be announced

in the Winter/Spring Newsletter. Dues shall be expressed in the nearest

dollar and shall be related to each other as follows: Sustaining, 2.0; Regular 1.0; Retired/Emeritus 0.71, and Student 0.29.

ARTICLE II - Officers

2.0 The officers of the Association shall be the President, President-Elect,

Past-President, Secretary, Treasurer, Journal Editor or Editors, Webpage Manager and Communication Liaison.

2.01 The President shall be the chairperson of the Executive Committee,

ex-officio member of all committees except the Nominating Committee,

and presiding officer at the Annual Meeting. The President shall appoint,

with the consent of the Executive Committee, standing committees,

other committees deemed appropriate by the Executive Committee or

requested by the membership, and officers to fill the unexpired terms of

elected officials who resign or are unable to fulfill the requirements of

the office. The President shall serve as co-chair of the Program

Committee of the Annual Meeting and write congratulatory letters to

award recipients. The President is the Association's official representative

in actions with other professional associations. Prior to assuming the

office of President, the individual serves two years as President-Elect.

The presidential term is two years.

2.02 The President-Elect shall be a member of the Executive Committee,

be available to preside in the absence of the President, and shall serve as

co-chair of the Program Committee of the Annual Meeting.

2.03 The Past-President shall be a member of the Executive Committee

and be available for special projects requested by the President or the

Executive Committee.

2.04 The Secretary shall be a member of the Executive Committee,

record and present for approval minutes of all Executive Committee

meetings and of the Business Meeting at the Annual Meeting. In addition,

the Secretary shall work with the President in putting out a fall/winter

and winter/spring newsletter. The Secretary shall serve a staggered two-year

term of office with the Treasurer.

2.05 The Treasurer shall be a member of the Executive Committee,

receive membership dues, journal subscriptions, fees for the Annual

Meeting, and other revenue, and provide written reports to the Executive

Committee and the membership at the Annual Meeting. In addition, the

Treasurer will work with the President and the Editors in monitoring the

Publication and Undergraduate Scholarship Fund. The Treasurer shall

serve a staggered two-year term of office with the Secretary.

2.06 The Editor or Editors of the journal shall be (a) member(s) of the

Executive Committee and be responsible for the publication of two issues

of the journal annually. The Editor or Editors shall be appointed by and be

responsible to the Executive Committee. The initial appointment of the

Editor or Co-Editor shall be for five years with the option of one

additional five-year appointment. When a vacancy occurs in the journal

editorship, the membership shall be informed and invited to indicate any

interest in being considered

for the vacancy. All interested candidates shall submit a curriculum vitae

to the Executive Committee.

2.07 The Publication and Scholarship Fund Officer shall be appointed by

the President to a two-year term. The Fund Officer is responsible for

receiving contributions, making investments, distributing funds, and

reporting to the Executive Committee and the WSA membership annually.

When a vacancy occurs in this office, the membership shall be informed

and invited to indicate any interest in being considered for the vacancy.

All interested candidates shall submit a curriculum vitae to the Executive

Committee.

2.08 Webpage Manager shall be a member of the Executive Committee and will work in conjunction with the other officers and be responsible for maintaining the WSA webpage, including annual conference membership and registration information. The officer who holds this position is permitted to also hold another WSA officer position. The Webpage Manager position shall be a two year term.

2.09 Communication Liaison shall be a member of the Executive Committee and will work in conjunction with the other officers and be responsible for maintaining the social media accounts (such as Instagram, Facebook). The officer who holds this position is permitted to also hold another WSA officer position. The Communication Liaison position shall be a two year term.

2.10 The Student Representative shall be selected by the members of the Executive Committee. Any WSA member can make recommendations for the Student Representative. The Student Representative will be responsible for attending executive board meetings, actively participating, and providing student perspective to matters at hand. The Student Representative position shall be a one year term.

ARTICLE III - Standing Committees

3.0a Executive Committee. The Executive Committee shall consist of the

President, President-Elect, Past-President, Secretary, Treasurer,

Editor or Co-Editors of the journal, Webpage Manager, Communication Liaison, and Student Representative.

3.0b The Executive Committee shall promote the purposes and programs

of the Association, stimulate interest and participation in the field of

sociology, foster wide and representative membership from throughout

the state, solicit input from members, and perform such administrative

activities as might be directed by the President or the WSA membership.

One of the specific duties of the Executive Committee is to determine

whether a person is unable to fulfill the requirements of his or her office

by reason of health or other incapacities and, in such an event, shall

declare the position vacant.

3.0c The President shall call Executive Committee meetings to carry out

the business of the WSA. Normally, there will be two meetings per year,

one in the spring and another in the fall at the time of the Annual

Meeting. A special meeting of the Executive Committee shall be called

upon the written request of at least three members of the WSA. A notice

stating time, place and purpose of the meeting shall be given by the

President to each member of the Executive Committee either by

telephone, electronic mail or U.S. mail at least one week in advance of

any special meeting. It shall be posted on the WSA web site.

3.01a Nomination Committee. The Nominations Committee shall consist

of three WSA members appointed annually by the President in

consultation with the Executive Committee. Appointments are to be

made by April 15th of the year in which the members are to begin

serving. Each appointee will serve a two-year term, and no member may

serve two consecutive terms. As with all appointed committees, the

Nominations Committee is responsible to the Executive Committee.

3.01b Two months prior to the Annual Meeting, the Nominations

Committee shall post a call on the web site to the membership for

nominations. At the same time, the committee should engage in an active

search to identify members interested in serving as WSA officers.

3.01c At the Business Meeting of the Annual Meeting, the Nominations

Committee chair shall report its slate of candidates. In addition,

nominations may be made from the floor with the consent of the

nominee.

3.01d The chair of the Nomination Committee is responsible for providing

the Secretary with the names and a brief biographical sketch of each

candidate by one month after the Annual Meeting. The WSA Fall/Winter

Newsletter shall include a ballot with the names and a brief biographical

sketch of all nominees. Ballots shall be made available to all members

with voting privileges by the end of January each year. Ballots may be

made available by U.S mail or electronic mail. By the end of February,

ballots shall be returned to the President. The candidate receiving the

most votes of those cast shall be declared elected. The President and

Past-President will be responsible for counting the ballots. The President

shall notify the successful candidate and report the results to the

membership on the WSA web site and in the WSA Winter/Spring

Newsletter.

3.2a Outstanding Scholarship Award Committee. The Outstanding

Scholarship Award Committee (OSCAC) shall consist of three WSA

members appointed annually by the President in consultation with the

Executive Committee. Appointments are to be made by April 15. Each

appointee will serve a two-year term, and no member may serve two

consecutive terms. In any given year, the chair of the committee will be

the member

with the largest number of consecutive years of service on the OSCAC. A

OSCAC member is not allowed to vote in a situation where a nomination is

received from his/her institution. In this situation, the President will

appoint an alternate committee member. As with all appointed

committees, the OSCAC is responsible to the Executive Committee.

3.02b The Outstanding Scholarship Award Committee shall issue a call for

nominations to the WSA membership in the Winter/Spring Newsletter and

post it on the web site.

3.02c After September 15, committee members will share their

evaluations of each nominee with one another prior to a final vote.

Simple majority rules. The OSCAC will typically make one award, but

multiple awards or no awards are possible. The OSCAC chair will notify

the recipient as far in advance of the Annual Meeting as possible and will

strongly encourage the recipient to accept the award personally when it

is presented at the Annual Meeting.

3.03a Outstanding Service Award Committee. The Outstanding Service

Award Committee (OSAC) shall consist of three WSA members appointed

annually by the President in consultation with the Executive Committee.

Appointments are to be made by April 15. Each appointee will serve a

two-year term, and no member may serve two consecutive terms. In any

given year, the chair of the committee will be the member with the

largest number of consecutive years of service on the OSAC. A OSAC

member is not allowed to vote in a situation where a nomination is

received from his/her institution. In this situation, the President will

appoint an alternate committee member. As with all appointed

committees, the OSAC is responsible to the Executive Committee.

3.03b The Outstanding Service Award Committee shall issue a call for

nominations to the WSA membership in the Winter/Spring Newsletter and

post it on the web site.

3.03c After September 15, committee members will share their

evaluations of each nominee with one another prior to a final vote.

Simple majority rules. The OSAC will typically make one award, but

multiple awards or no awards are possible. The OSAC chair will notify the

recipient as far in advance of the Annual Meeting as possible and will

strongly encourage the recipient to accept the award personally when it

is presented at the Annual Meeting.

3.04a Outstanding Teaching Award Committee. The Outstanding Teaching

Award Committee (OTAC) shall consist of three WSA members appointed

annually by the President in consultation with the Executive Committee.

Appointments are to be made by April 15. Each appointee will serve a

two-year term, and no member may serve two consecutive terms. In any

given year, the chair of the committee will be the member with the

largest number of consecutive years of service on the OTAC. A OTAC

member is not allowed to vote in a situation where a nomination is

received from his/her institution. In this situation, the President will

appoint an alternate committee member. As with all appointed

committees, the OTAC is responsible to the Executive Committee.

3.04b The Outstanding Teaching Award Committee shall issue a call for

nominations to the WSA membership in the Winter/Spring Newsletter and

post it on the web site.

3.04c After September 15, committee members will share their

evaluations of each nominee with one another prior to a final vote.

Simple majority rules. The OTAC will typically make one award, but

multiple awards or no awards are possible. The OTAC chair will notify the

recipient as far in advance of the Annual Meeting as possible and will

strongly encourage the recipient to accept the award personally when it

is presented at the Annual Meeting.

3.05a Undergraduate Student Paper Award Committee. The

Undergraduate Student Paper Award Committee shall consist of three WSA

members appointed annually by the President in consultation with the

Executive Committee. Appointments are to be made by April 15. Each

appointee will serve a two-year term, and no member may serve two

consecutive terms. In any given year, the chair of the committee will be

the member with the largest number of consecutive years of service on

the USPAC.

3.05b The Undergraduate Student Paper Award Committee shall issue a

call for nominations to the WSA membership in the Winter/Spring

Newsletter and post it on the web site.

3.05c After September 15, committee members will share their

evaluations of each paper submitted with one another prior to a final

vote. Simple majority rules. The USPAC chair will organize an

undergraduate student paper session at the Annual Meeting and invite all

students who submitted papers to present their work. The USPAC chair

will strongly encourage students selected for awards to participate in the

undergraduate student paper session and to be present for the

presentation of the awards.

ARTICLE IV - Meetings

4.0 The WSA shall hold at least one meeting each year. At each Annual

Meeting there shall be at least one general meeting at which the officers

and standing committees report to the WSA membership and other WSA

business is conducted. In alternate years, the WSA will strive to hold joint

meetings with either the Illinois Sociological Association or the

Sociologists of Minnesota. Ideally, the joint meetings would alternate

between the two neighboring state organizations.

4.01 The Annual Meeting shall be arranged to include members from a

diversity of backgrounds and interests as program committee members,

session organizers, invited contributors, presenters, panelists and

discussants. At the time of the Annual Meeting, a person presenting a

paper should be a member of the WSA.

4.02 The date, place and theme of the Annual Meeting shall be announced

in the Winter/Spring Newsletter and shall be posted on the web site. A

preliminary program should be posted on the web site by early

September, and the final program by early October.

ARTICLE V - Official Publications

5.0 The academic journal of the WSA is Sociological Imagination. The

journal will be published semiannually under the direction of the Editor

or Editors. The Editor(s) shall appoint members of the editorial staff to

include a Book Review Editor, an Editorial Assistant and an Editorial

Advisory Board. The Editors may appoint a Guest Editor or Editors for one

or more issues of the journal each year.

5.01 The subscription-year for the Sociological Imagination shall

commence on January 1 and end on December 31.

5.02 The Executive Committee shall set annual subscription rates to

ensure sufficient funds to cover normal and reasonable operating

expenses of the journal. Annual subscription rates shall be announced in

the Fall/Winter Newsletter and in each issue of the journal. There shall

be four rate categories: Individual, Institution, International and Single

Issue. Rates shall be expressed in the nearest dollar and shall be related

to each other as follows: Individual, 1.0; Single Issue, 0.29; Institution,

1.14; International, 1.43.

5.03 The informational publication of the WSA is the Newsletter issued

twice each year in the late fall (Fall/Winter) and the late spring (Winter/

Spring). It will be posted on the WSA web site and mailed to members

who so specify on their membership form. In late summer, the WSA will

post a preliminary program on the web site, and a few weeks before the

Annual Meeting, a final program.

ARTICLE VI - Awards

6.0a William H. Sewell Outstanding Scholarship Award. The outstanding

research award of the WSA shall be called the William H. Sewell

Outstanding Scholarship Award. The WSA shall consider nominations for

the award on an annual basis. Usually, one award per year will be

granted. However, based on the judgment of the Committee, more than

one award or no award may be granted in a given year.

6.0b The nominee may be an individual, group, division, or department

from a Wisconsin post-secondary educational institution.

6. 0c The award acknowledges and honors those who have a record of

outstanding scholarly accomplishments in sociology. Among the accomplishments

considered as evidence of outstanding scholarly work are: a) excellence in basic

sociological research, b) excellence in applied sociological research, c)

excellence in the scholarship of teaching, and d) excellence in

development of creative undergraduate research activities and projects.

6.0d Nominations may be made by any member other than the nominee.

The nominator is responsible for submitting the nomination and

supporting materials to the chair of the Outstanding Scholarship Award

Committee (OSCAC). The documentation must include: a) a letter of

nomination, b) two letters of support from colleagues who are able to

judge the significance of the nominee's scholarship and research

activities, and c) supporting evidence such as a vita, one or two examples

of basic and/or applied research publications listed on the vita, and a list

of student research projects and one or two samples from those projects.

The chair of the OSCAC must receive these materials no later than

September 15 of the year in which the nomination is made.

6.0e The chair of the OSCAC is responsible for the preparation (including

making arrangements for the plaque and, if any, the award check) and

presentation of the award at the Annual Meeting. The accomplishments of

the recipient should be summarized at the award presentation and a

profile of the recipient's research contributions included in the Fall/

Winter Newsletter.

6.01a George Floro Outstanding Service to the Discipline Award. The

outstanding service award of the WSA shall be called the George Floro

Outstanding Service to the Discipline Award. The WSA shall consider

nominations for the award on an annual basis. Usually, one award per

year will be granted. However, based on the judgment of the Committee,

more than one award or no award may be granted in a given year.

6.01b The nominee may be an individual, group, division, or department

from a Wisconsin post-secondary educational institution.

6.01c The award acknowledges and honors those who have compiled a

record of outstanding service to the discipline of sociology, and to the

WSA. The service may include: a) representation of the interests of the

discipline to governmental bodies, b) involvement in activities that

enhance public awareness and appreciation of sociology, c) involvement

in service to the discipline at regional or national levels, and d) a

significant record of involvement in the activities of the WSA.

6.01d Nominations may be made by any member other than the nominee.

The nominator is responsible for submitting the nomination and

supporting materials to the chair of the Outstanding Service Award

Committee (OSAC). The documentation must include: a) a letter of

nomination, b) two letters of support from individuals who can directly

attest to the content and significance of the nominee's record of service,

and c) supporting evidence such as a vita and evidence of service cited in

the letters of nomination and support. The chair of the OSAC must

receive these materials no later than September 15 of the year in which

the nomination is made.

6.01e The chair of the OSAC is responsible for the preparation (including

making arrangements for the plaque and, if any, the award check) and

presentation of the award at the Annual Meeting. The accomplishments of

the recipient should be summarized at the award presentation and a

profile of the recipient's service contribution included in the Fall/Winter

Newsletter.

6.02a Hans O. Mauksch Outstanding Teaching Award. The outstanding

teaching award shall be called the Hans O. Mauksch Outstanding Teaching

Award. The WSA shall consider nominations for the award on an annual

basis. Usually, one award per year will be granted. However based on the

judgment of the Committee, more than one award or no award may be

granted in a given year.

6.02b The nominee may be an individual, group, division, or department

from a Wisconsin post-secondary educational institution.

6.02c The award acknowledges and honors those who have a record of

outstanding contributions to the teaching of sociology. Among the

accomplishments considered as evidence of outstanding teaching are: a)

excellence in teaching specific courses, b) development or improvement

of teaching strategies, c) mentoring, advising, and supervising sociology

students, d) development of innovative curricula or programs, and e)

publication about, or professional development programs for, improved

teaching.

6.02d Nominations may be made by any member other than the nominee.

The nominator is responsible for submitting the nomination and

supporting materials to the chair of the Outstanding Teaching Award

Committee (OTAC). The documentation must include: a) a letter of

nomination, b) two letters of support either from colleagues who are able

to judge the nominee's teaching activities and/or individuals who can

directly attest to the content and significance of the nominee's record of

teaching, and c) other supporting evidence such as a vita, syllabi,

teaching evaluations, manuscripts, and other evidence of professional

efforts on behalf of teaching. The chair of the OTAC must receive these

materials no later than September 15 of the year in which the nomination

is made.

6.02e The chair of the OTAC is responsible for the preparation (including

making arrangements for the plaque and, if any, the award check) and

presentation of the award at the Annual Meeting. The accomplishments of

the recipient should be summarized at the award presentation and a

profile of the recipient's contribution to teaching included in the Fall/

Winter Newsletter.

6.03a Undergraduate Student Paper Award. Each year the WSA shall

sponsor an Undergraduate Student Paper Award competition and provide

appropriate awards. Usually, first, second, and third place awards are

made annually, but multiple awards or no awards may be given. For

example, the judgment of the USPAC may be to give a first place award

but no second or third, or to give a second and third place awards

without a first place award.

6.03b The WSA shall invite submission of papers completed during their

undergraduate studies by any undergraduate student enrolled in a

Wisconsin college or university during the year of the competition, or any

individual who had completed a Bachelor's degree the previous year at a

Wisconsin college or university. Although students need not be members

of the WSA to submit papers, undergraduate students are encouraged to

join.

6.03c Papers submitted for the award must be authored or co-authored

by students. They may not be coauthored by student(s) and faculty.

Papers may vary in their nature and methodology. They will be judged in

terms of their employment of a distinctly sociological perspective, their

demonstration of critical intelligence, and their contribution to existing

knowledge. Papers may not exceed 25 double spaced pages of text (i.e.,

exclusive of references, endnotes, tables, maps, figures, graphs, and the

abstract). They must follow the format and style of the American Sociological

Review.

6.03d By September 15 of the year of the competition, an electronic copy

of the paper should be submitted by the authors to the chair of the

Undergraduate Student Paper Awards Committee (USPAC). The paper

should include: a) a cover page that includes the title of the paper,

name(s) of the author(s), institutional affiliation of the author(s), and

name, mailing address and telephone number of the faculty advisor. The

title of the paper must be at the top of the first page of the text.

6.03e The chair of the USPAC is responsible for the preparation (including

making arrangements for the award checks) and presentation of the

award at the Annual Meeting. The institution and instructors of the

recipients should be recognized at the award presentation and an

abstract of the students' papers included in the Fall/Winter Newsletter.

ARTICLE VII - Publication and Undergraduate Scholarship Fund

7.0a The primary purpose of the Publication and Scholarship Fund is to

pay for the publication of the journal whenever Association membership

and journal subscription fees are inadequate. The secondary purpose of

this fund shall be to provide scholarships for seniors majoring in sociology.

The fund shall be primarily supported by contributions.

7.0b A Fund Officer shall guide Publication and Scholarship Fund. The

officer is responsible for receiving contributions, making investments,

disbursing funds, and reporting annually to the Executive Committee and

the WSA membership. The Fund officer shall sign all fund transfers and

disbursements after consulting with the WSA President.

7.0c The Fund officer shall report on contributions, investments, and

disbursements at the Business Meeting of the Annual Meeting and to the

Executive Committee.

7.0d Funds may be disbursed for the following purposes: a) to provide the

additional dollars necessary to cover the cost of publishing an issue of the

Sociological Imagination should WSA membership and subscription fees be

inadequate to meet the total costs of an issue, and b) once the fund has

accumulated at least $500 in interest and allowance has been made for

any projected journal expenses, to provide $500 scholarship(s) for seniors

majoring in sociology.

7.0d If any part of the fund's principal is disbursed for journal expenses,

the fund shall be reimbursed in full as soon as possible through an

increase in membership and subscription fees. Disbursements of interest

need not, but may, be reimbursed through fee increases.

7.0d.2 When the fund has met the criteria for offering scholarship(s), a

call for candidates shall be issued no later than the Winter/Spring

Newsletter to WSA members for scholarships to be awarded at the Annual

Meeting. Candidates must have achieved senior standing, be enrolled in a

Wisconsin college or university, have attained at least a 3.5 GPA (4.0

scale) in the major and receive a nomination letter and two supporting

letters from WSA members. Scholarship recipients shall be determined by

a three-member Scholarship Committee appointed by the President in

consultation with the Executive Committee. In making its

determination, the Committee shall consider the overall grade point

average, contributions to college, department and/or discipline, and the

letters of nomination and recommendation.

7.0e When the Publication and Scholarship Fund is terminated, all assets

shall be disbursed for purposes of journal publication and scholarships.

ARTICLE VIII - Dispersal of Assets

8.0 In the event of the dissolution of the WSA, all just bills properly

rendered shall be paid by the Treasurer, and any unspent balance shall

then become the property of the Midwest Sociological Society.

ARTICLE IX - Amendments

9.0 Amendments to this document may be proposed by the Executive

Committee or by petition of at least ten voting members of the WSA.

9.1 All proposed amendments to this document shall be communicated to

voting members of the WSA at least thirty days prior to the vote on

amendment. Communication may be done by posting on the web site.

9.2 The document may be amended by a two-thirds affirmative vote of

those voting in a referendum submitted to the voting members of the

WSA in a U.S. mail or electronic mail ballot.