

GEOSCIENCE EDUCATION DIVISION BYLAWS

Established by Council on May 4, 1991.

ARTICLE I

Organization, Name, and Purpose

1. This division of The Geological Society of America, Inc., is organized in accordance with Article IX, Divisions of the Society, of the bylaws of that Society and is governed by the provisions of that article.
2. *Name.* The name of the division is the Geoscience Education Division of The Geological Society of America, Inc.
3. *Purpose.* The main purpose of the division is to foster discussions and active participation of members of the Society in earth-science education, including earth-science education of the public. The division will complement and seek to expand participation in the educational efforts of the National Earth Science Teachers Association (NESTA), the National Association of Geology Teachers (NAGT), the National Science Teachers Association (NSTA), and other similar organizations.

ARTICLE II

Membership

1. Any Member, Fellow, Honorary Fellow, or Affiliate of the Geological Society of America who is in good standing may become a member of the Geoscience Education Division. To effect division membership, an applicant shall express his/her desire on the GSA application or membership renewal forms or in writing to the secretary of the division or the executive director of the Society. All division members in good standing are eligible to vote and to hold office in the division.

ARTICLE III

Finances

1. The division shall be financially responsible for its normal expenses. All other financial obligations or commitments of the division must have prior approval of the Council.
2. The division may collect annual dues or special assessments from affiliates when recommended by its management board and approved by a majority vote of the voting affiliates.
3. The division may solicit and accept contributions of funds to be used and expended under the supervision of the management board and subject to Council approval. Any such funds would be held and possibly invested by the GSA Foundation.

ARTICLE IV
Officers and Management Board

1. *Officers.* The officers of the division shall be a chair, a first vice-chair, a second vice-chair, and a secretary-treasurer. The chair and vice-chairs shall each be elected for terms of one year, and the secretary-treasurer for a term of two years. The terms of office shall begin immediately following the annual business meeting at which the results of the election are announced.
2. *Management Board.* The management board shall consist of the chair, first vice-chair, second vice-chair, secretary-treasurer, and immediate past chair. *Ex officio* members (executive director/executive advisor) will be included from NAGT and NESTA in order to enhance liaison and communication.
3. *Election of Officers.* The nominating committee of the division shall nominate candidates annually for chair, first vice-chair, and second vice-chair, and every two years for secretary-treasurer. When approved by the management board, these nominations shall be printed in the winter issue of the division newsletter.

A nomination for any of these positions also may be made by any four voting affiliates of the division in good standing who shall verify that the candidate is qualified and willing to serve in that office. The nominations shall be accepted if signed by the nominating affiliates and received by the secretary-treasurer ***no later than June 1.***

If no candidates are nominated other than those nominated by the nominating committee, the secretary-treasurer shall declare these candidates elected by affirmation. If other candidates are nominated and approved by the management board, they will be added to the regular ticket and shall be submitted by the secretary-treasurer of the division to the executive director of the Society, who shall have a ballot prepared and mailed to the voting affiliates with the summer issue of the division newsletter.

The election of officers shall be in accordance with the election procedures of the Society and shall be under the supervision of the Society. All provisions governing the election of officers of the Society which are applicable to the division shall govern the election of officers of the division.

4. *Vacancies.* Any vacancy occurring during the term of any elected officer of the division shall be filled by appointment of the management board, and such appointee shall serve until the next annual business meeting of the division.

ARTICLE V
Committees

1. *Program Committee.* A program committee consisting of two or more voting affiliates of the division shall be appointed by the management board. The chair of the committee shall be the first vice-chair of the division.

The program committee shall plan and arrange for the technical session of the division at the annual meeting and such other programs as may be directed by the management board.

The program committee chair, or someone designated by him/her, shall serve as the division's program representative on the Council's Joint Technical Program Committee.

2. *Nominating Committee.* A nominating committee shall be appointed by the chair. The chair of the committee shall be the immediate past chair of the division. The other two members of the committee shall be the previous two past chairmen of the division.

The nominating committee shall nominate candidates annually for chair, first vice-chair, and second vice-chair, and every two years for secretary-treasurer.

3. *Award Committee.* The division may establish one or more committees, either standing or *ad hoc*, to recommend awards to individuals for their contributions in the area of geoscience education. The chair of the committee shall be the second vice-chair of the division. The bylaws of the Society will be followed in assigning awards.

4. *Other Committees.* Other committees may be established by action of the management board; their chairmen and members will be appointed by the division chair with the approval of the management board.

5. *Responsibility.* Reports, recommendations, or other actions by appointed committees, other than the nominating committee, shall be subject to the approval of the management board. After such approval, the secretary-treasurer of the division shall report appropriately to the executive director of the Society if the attention or action of the Council is required. Appointed committees shall present annual reports which shall be summarized in the annual report of the management board.

6. *Tenure.* Committee appointments shall terminate in the appropriate year at the close of the annual meeting of the division unless otherwise specified. Vacancies on committees may be filled by interim appointment at any time by the committee chair. Committee members may be reappointed for up to three consecutive terms.

ARTICLE VI ***Management***

1. *Management Board.* The property and affairs of the division shall be managed by the management board. At the annual business meeting, the management board shall submit a report of the preceding year's activities of the division which shall include the report of the chair and secretary-treasurer and the report of the various committees. Before **February 15** of the following year, this report shall be submitted by the secretary-treasurer of the division to the executive director of the Society. The report will be presented to the affiliates of the division in the division's newsletter.
2. *Chair.* The chair shall preside at meetings of the division and the management board. The chair shall submit a report to the management board of the activities of the division during his/her term of office and on future plans.

3. *First Vice-Chair.* The first vice-chair shall assume the powers and duties of the chair in the event of the absence or disability of the chair. The first vice-chair shall be chair of the program committee for the annual meeting.
4. *Second Vice-Chair.* The second vice-chair shall assume the duties of the chair whenever both the chair and the first vice-chair are not available. The second vice-chair shall be chair of the awards committee.
5. *Secretary-Treasurer.* The secretary-treasurer shall keep records of the proceedings of the division and shall act as secretary of the management board. He/she shall maintain liaison with GSA headquarters and shall serve, *ex officio*, as a member of all committees of the Geoscience Education Division. He/she shall account to the Council of the Society for all funds advanced by the Society.

The secretary-treasurer shall notify the officers and the members of the committees of their election or appointment and shall arrange for issuance of notices of all division and management board meetings and of election results.

The secretary-treasurer shall collect and disburse all funds of the division and shall keep records of all receipts and disbursements and other financial transactions of the division.
6. *Past Chair.* The past chair shall serve as an advisor to the management board. He/she shall be chair of the nominating committee.
7. *Ex Officio.* Representatives of the National Association of Geology Teachers and the National Earth Sciences Teachers Association and possibly other teacher groups shall serve in an *ex officio* capacity to the management board and to enhance effective communication.

ARTICLE VII

Meetings

1. *Annual Business Meeting.* The annual business meeting of the division shall be held during the annual meeting of the Society.
2. *Management Board Meetings.* The management board shall meet immediately prior to the annual business meeting. Special meetings of the management board may be called at any time by the chair with the consent of the management board. Decisions may also be made by mail vote.
3. *Technical Sessions.* Technical sessions of the division shall be held during the annual meeting of the Society and at sectional meetings. Interim technical sessions, cooperative meetings with other societies, or other special programs may be held at any time, subject to the approval of the management board. The participation of non-members of the Society who are engaged or interested in geoscience education shall be encouraged at all technical sessions.

ARTICLE VIII
Rules and Amendment of the Bylaws

1. The management board, by majority vote, may adopt, rescind, or amend rules supplementing the bylaws.
2. Bylaws of the division may be adopted, rescinded, or amended according to the following procedures: (1) approval by the management board, (2) approval by majority vote of voting affiliates of the division at the annual business meeting or by mail vote, and (3) ratification by the Council.



Bylaws amended on May 8, 1992.

Bylaws amended on May 14, 1994.

October 2007 – Language amended to conform with new GSA policy on who is eligible to vote and hold office.

October 2010 – added language for replacement of Vacancies, Article IV, Item 4.