

CONSTITUTION OF THE INTERNATIONAL SOCIETY OF HYMENOPTERISTS

1 November 2023

ARTICLE I

Section 1. This organization shall be known as the International Society of Hymenopterists.

Section 2. The objectives of the Society shall be to encourage scientific research and to promote the diffusion of scientific knowledge concerning Hymenoptera.

ARTICLE II

Section 1. The membership of the Society shall consist of Full Members, Family Members, Student Members, Emeritus Members, Life Members and Sustaining Members.

Section 2. Members shall be individuals who are interested in Hymenoptera and the objectives of the Society, or entities supporting the objectives of the Society. All Members, except for Emeritus and Life Members, or when sponsored by another Member or by the membership at large, shall pay to the Society annual dues as prescribed in the Bylaws.

Section 3. Student Members shall be registered part-time or full-time undergraduate or graduate students at a recognized institution of higher learning. Student Members shall have all the rights and privileges of Full Members including holding office on the Executive Committee except that of President-Elect/President and Editor.

Section 4. Emeritus Members shall be members who have retired from active employment, and who petition the Executive Committee for a change in classification. Emeritus Membership shall be bestowed by approval of a majority of the Executive Committee. Emeritus Members shall have all the rights and privileges of Full Members and shall be released from payment of dues.

Section 5. Sustaining Members shall be individuals who are interested in Hymenoptera and the objectives of the Society or entities supporting the objectives of the Society who elect to pay a higher amount of annual dues than Full Members in support of the Society. Sustaining Members shall have all the rights and privileges of Full Members.

Section 6. Life Members shall be individuals who have paid the Life Member dues, as prescribed in the Bylaws. Honorary Life Membership shall automatically be awarded to recipients of the International Society of Hymenopterists Distinguished Research Medal. In exceptional cases, Honorary Life Membership may be awarded by approval of a majority of the Executive Committee. Life Members shall have all the rights and privileges of Full Members.

Section 7. Members in Good Standing shall be any Full Member, Student Member, Family Member or Sustaining Member who has paid their annual dues for the year, or any Full Member, Student Member, Family Member or Sustaining Member sponsored by another Member or the membership at large, or any Emeritus Member or Life Member.

Section 8. Members in Arrears shall be any Full Member, Student Member, Family Member or Sustaining Member who has not paid their annual dues for the year and who is not sponsored by another Member or the membership at large.

Section 9. Family Members shall be individuals who are associated with a Full Member, a Student Member, a Sustaining Member, an Emeritus Member, or a Life Member. Each Family Member shall pay to the Society annual dues as prescribed in the Bylaws. Family Members shall have all rights and privileges of Full Members.

ARTICLE III

Section 1. The elected officers of the Society shall consist of a President, a President-Elect, a Past President, an Editor, a Secretary, a Treasurer, and a Student Representative, all of whom shall serve without remuneration. The President-Elect shall serve for two years, and then automatically assume the office of President for two years, after which he/she shall serve as Past President for two years. The Editor, Secretary, and Treasurer shall each serve for four years, and thereafter additional terms with the approval of a majority of the Executive Committee. The Student Representative shall serve for two years, and be eligible for a second two-year term.

Section 2. Newly elected officers shall take office at the close of the Annual Business Meeting following their election and shall hold office until their successors have been elected and take office.

ARTICLE IV

Section 1. The President shall discharge the usual duties of a presiding officer at the meetings of the Society and the Executive Committee.

Section 2. The President-Elect shall assume the duties of the President in the event of his/her absence. In the event that the President and President-Elect are absent at a Business Meeting, the President, prior to the meeting, may appoint another Member in Good Standing to serve as presiding officer.

Section 3. The Editor shall assume editorial responsibility for any journals published by the Society. He/she shall be responsible for selecting and delegating the duties of any subject editors.

Section 4. The Secretary shall coordinate the business of the Society, including notifying the membership of meetings; calling for agenda items, reports and dues; managing elections; and all other items as directed by the President. He/she shall record minutes of meetings of the Society and Executive Committee, and maintain the record of names and addresses of Members and their status.

Section 5. The Treasurer shall have custody of all funds of the Society, except those in the Endowment Fund, and shall make routine disbursements as required. Exceptional disbursements shall be made only with the approval of a majority of the Executive Committee. The Treasurer shall keep an account of receipts and disbursements and present a financial statement for the past year at the Annual Business Meeting of the Society, or as requested by the Executive Committee.

Section 6. With the approval of a majority of the Executive Committee, the President may appoint any Member in Good Standing to any number of *ad hoc* positions deemed useful to the Society. These positions may include one or more Webmaster(s), an Archivist and a Newsletter Editor, or any other position useful in assisting the Executive Committee in undertaking the business and aspirations of the Society.

ARTICLE V

Section 1. The Executive Committee shall consist of the elected officers of the Society: the President, President-Elect, Past President, Editor, Secretary, Treasurer and Student Representative.

Section 2. The Executive Committee shall execute and administer the affairs of the Society during the intervals between the business meetings.

ARTICLE VI

Section 1. With the approval of a majority of the Executive Committee, the President shall appoint a Nominating Committee of at least three Members in Good Standing that shall solicit nominations for those officer vacancies on the Executive Committee. The Nominating Committee shall nominate at least two persons for the office of President-Elect, and one or more for the other offices, and ascertain whether the proposed nominees would accept office if elected. Following approval by a majority of the Executive Committee, the slate of nominees shall be made available to the membership by the Secretary, and a ballot shall be taken. The candidates who receive the majority of votes cast per office shall be declared elected. If two (or more) candidates for an office receive an equal number of votes, the elected candidate shall be selected by a majority of the Executive Committee. Only Members in Good Standing, and in the case of the Student Representative only Student Members in Good Standing, shall be eligible to cast ballots.

Section 2. With the approval of a majority of the Executive Committee, the President shall have the authority to appoint a Member in Good Standing to fill the remainder of the term of any elected officer or *ad hoc* appointee who is unable to continue for whatever reason.

Section 3. With the approval of a majority of the Executive Committee, the President may appoint any Standing Committee or *ad hoc* Committee deemed useful in assisting the Executive Committee to undertake the business and aspirations of the Society.

ARTICLE VII

Section 1. The Society shall hold Annual Business Meetings as provided in the Bylaws. The Executive Committee may arrange for special meetings and/or joint programs with related scientific groups as appropriate.

ARTICLE VIII

Section 1. Amendments to the Constitution of the Society may be proposed to the Executive Committee in writing by any Member in Good Standing. Such proposed amendments that are approved by a majority of the Executive Committee shall be submitted to the Members in Good Standing for a ballot, and shall be adopted if approved by a two-thirds majority of those Members voting.

Section 2. Separate from the Constitution, the Society shall have a set of Bylaws that govern those activities and policies not covered by the Constitution. Amendments to the Bylaws of the Society may be proposed to the Executive Committee in writing by any Member in Good Standing. Proposed amendments to the Bylaws that are approved by a majority of the Executive Committee shall be submitted to the Members in Good Standing for a ballot, and shall be adopted if approved by a simple majority of those Members voting.

ARTICLE IX

Section 1. In the event of dissolution or termination of the International Society of Hymenopterists, title to and possession of all property of the Society shall pass forthwith to such organization, dedicated to similar purposes and qualified for exemption under Section 501(c)(3) of the Internal Revenue Code of the United States of America (or corresponding provision of a future United States Internal Revenue Code), as has been decided by a majority of the Executive Committee.

ARTICLE X

Section 1. The Society shall have an award for outstanding research on Hymenoptera, designated as the International Society of Hymenopterists Distinguished Research Medal. The rules outlined under the Bylaws shall apply to the award.

Section 2. From time to time the Executive Committee shall make an award, designated as the International Society of Hymenopterists Service Award. The award is to recognize service to the Society above and beyond what is considered a normal contribution by a Member to Society activities. The rules outlined under the Bylaws shall apply to the award.

ARTICLE XI

Section 1. The Society shall have an Endowment Fund, the purpose of which shall be to support special activities, to foster the study of Hymenoptera, and to encourage research and training of young scientists. The rules outlined under the Bylaws shall apply to the Endowment Fund.

ARTICLE XII

Section 1. The Society shall hold an International Conference every four years, organised by a Conference Committee as determined by the Executive Committee, as outlined under the Bylaws.

ARTICLE XIII

Section 1. The Society shall maintain a formal Code of Conduct policy that shall be approved by a majority of the Executive Committee and made available to Members and to all attendees at Society-sponsored events, via the Society's website and all other print and electronic means available.

BYLAWS OF THE INTERNATIONAL SOCIETY OF HYMENOPTERISTS

14 June 2022

1. The amounts of dues for Full, Student, Family, Life and Sustaining Membership shall be determined by a majority of the Executive Committee on the recommendation of the Treasurer and after consultation with the membership. After motivation, dues may be waived as sponsorship by the membership at large by decision of a majority of the Executive Committee.

2. The Society shall hold an Annual Business Meeting at each International Conference of the Society, and in other years in conjunction with a Scientific Society meeting such as the International Congress of Entomology or the annual meeting of the Entomological Society of America. Alternatively, at the discretion of the Executive Committee, the Annual Business Meeting shall be held online.

3. At an appropriate time, the Secretary shall call for proposals for the next International Conference of the Society from any Member in Good Standing or group of Members in Good Standing, and announce a deadline for submission of proposals. Proposals should provide details on the location, timing, estimated costs, and any other details of the proposed venue and program sufficient to allow the Executive Committee to reach a majority decision on a successful proposal.

4. The rules that apply to the award of the International Society of Hymenopterists Distinguished Research Medal are as follows:
 - a. The award shall be made no more often than every second year.
 - b. The President shall invite nominations for the award from Members of the Society at an appropriate time.
 - c. A candidate must be proposed by no fewer than three Members in Good Standing.
 - d. There is no restriction on candidates, beyond having made significant and distinguished research contributions to the study of Hymenoptera.
 - e. Proposers of the candidate shall provide the Secretary of the Society with the name, curriculum vitae (including qualifications, career, distinctions and publications), and a statement of approximately 500 words explaining why the candidate merits the award.

- f. A selection committee for the award of the medal shall be appointed and convened by the President, and members of that committee shall themselves not be nominated or be signatories of the nomination in that year.
- g. Should the committee recommend to the Executive Committee that an award be made, and that recommendation be ratified by the Executive Committee, the name of the recipient shall be announced at the following Annual Business Meeting.
- h. The recipient of the award shall receive Honorary Life Membership in the Society, in addition to the medal.

5. The rules that apply to the award of the International Society of Hymenopterists Service Award are as follows:

- a. A candidate may be proposed by one or more Members in Good Standing.
- b. Any Member in Good Standing or previous Member of the Society is eligible for the award, including current members of the Executive Committee.
- c. Proposers of a candidate shall provide the Secretary of the Society with the name and a statement of approximately 300 words explaining why the candidate merits the award.
- d. A selection committee for the award shall be appointed and convened by the President, and members of the committee shall themselves not be nominated or be signatories of the nomination in that year.
- e. Should the committee recommend to the Executive Committee that an award be made, and that recommendation be ratified by the Executive Committee, the name of the recipient shall be announced at the following Annual Business Meeting.

6. The rules that apply to the Endowment Fund are as follows:

- a. The Fund shall be managed by an Endowment Committee of at least three Members in Good Standing who are not members of the Society's Executive Committee.
- b. The members of the Endowment Committee shall be appointed by the President.
- c. A member of the Endowment Committee shall hold office for four years in the first instance, and for any additional terms approved by a majority of the Executive Committee.
- d. The Endowment Committee shall have the sole responsibility to manage the investments of the Endowment Fund, and to approve disbursements through the Executive Committee to support special activities of the Society, and to encourage research and training of young scientists.