

## BY-LAWS OF THE FAMILY SECTION

### 1. PURPOSE

The purpose of the Section is to foster the development of the sociology of the family through the organized exchange of ideas and research findings, and through professional involvement in issues affecting families. The Section shall encourage the development of this objective through organized meetings and other means deemed appropriate by the Council of the Section.

### 2. OFFICERS AND COUNCIL

**A. Composition and Criteria.** The officers of the Section shall be a Chairperson, a Chairperson-Elect, and a Secretary-Treasurer. The Council shall consist of twelve (12) members: the three officers, eight elected Council members, including two graduate students, and the immediately preceding Chairperson. All of the officers and Council members must be members of the American Sociological Association (ASA) and the Section, and they may not succeed themselves.

**B. Terms of Office.** Newly elected officers and Council members will assume their duties at the end of the ASA meeting in the year in which they are elected. The Chairperson-Elect will serve for one year and become Chairperson in the following year. The Secretary-Treasurer shall serve for three (3) years. The elected graduate student members shall serve for two years with one being vacated each year. Each of the other six Council members shall serve for three years, with two Council seats being vacated each year. Graduate students would help communicate with section membership, assist with the recruitment of graduate students, and help organize activities of special interest to graduate students. They would not be eligible to serve on the Goode Book Award Committee but can serve on any other committee.

**C. Election.** The election of officers and Council members shall be carried out by electronic ballot in cooperation with the ASA and coordinated to their schedule. All nominees for office (or for the Council) must submit a written acceptance to the Nominating Committee Chairperson before their names can be listed on the annual ballot.

### 3. DUTIES OF OFFICERS AND COUNCIL MEMBERS

**A. Chairperson.** The Chairperson shall chair the Council and Business Meetings on Section Day; complete the planning for and supervise the Section Day program and work with the Annual Meeting Program Committee on any other family-related sessions as requested; appoint ad-hoc committees in accordance with Section 4 below; represent the Section to the ASA; and report back to the Section any information relevant to its program planning, and any pending or actual changes in rules set by the ASA Committee on Sections.

**B. Chairperson-Elect.** The Chairperson-Elect shall initiate plans for the substantive session(s) on the family for Section Day during the year when he or she will serve as Chairperson; assume the duties of the Chairperson in the latter's absence or incapacity; and serve as representative of the Section at the Section Board annual meeting.

**C. Secretary-Treasurer.** The Secretary-Treasurer shall present to each new officer and Council member the current draft of the By-Laws, and a current version of the ASA Manual on Sections; prepare minutes of the Section Council and Business meetings and distribute them to Council members; present minutes for each Council and Business Meeting at the next such meeting as well as information on the state of the Section's membership and a detailed financial statement; and remind old and new Council members to bring suggestions for members of Standing Committees to the Council meeting.

**D. Council Members.** The Council is vested in principle with the power to carry out all necessary operations for the Section, acting as representative of the membership of the Section. All major actions of the Section shall be with and by the consent of the Council as a whole. Any such action, including changes in the By-Laws, may be brought to the vote of the Section by the Council, by a petition of 10 percent of the members of the Section, or by 25 members of the Section, whichever is less. Questions that are interpreted by the Council to be matters of new program development or policy shall be brought before the membership for discussion. The Council may submit some of these questions to the entire membership for decision by electronic ballot.

#### **4. SECTION COMMITTEES**

##### **A. Standing Committees**

**(1) Committee on Nominations.** This committee shall consist of five (5) Section members determined by ranking of more than five names that are approved by the Council, based on a list of names Council members bring to the Council meeting. The highest ranking five names of members who indicate willingness to serve will constitute the Committee and will serve for one (1) year. The Committee shall name two (2) candidates who are Section members in good standing for each office or Council position to be filled. The Chairperson of the Section shall select the person to chair the Committee.

##### **(2) William J. Goode Book Award Committee**

The immediately preceding Section Chairperson shall chair this Committee but shall not vote on book selection. The other five (5) members of the Committee shall be selected by the Council and shall include two (2) Council members, and three (3) other Section members who are not on the Council. If possible, one of these committee members will be the preceding book award winner. Books eligible for consideration must have been published during the two calendar years prior to the year in which the award, if any, is to be presented. The award, in the form of a Plaque and citation, shall be presented at a

Section Reception (or, in the event no reception is held, at a Business Meeting of the Section).

**(3) Distinguished Career Award** The committee is composed of two (2) members of the Council, two (2) members of the Section, and one (1) graduate student. The Section members and graduate student will be appointed by the Section Chair. The Council members will be selected by the Section Chair from those who volunteer to serve. If possible, one of these committee members will be the preceding career award winner. The Section Chair will appoint one member of the committee to serve as chair. Committee members will nominate possible recipients and solicit names of nominees from the Section membership. Nominees for the award should be members of the American Sociological Association but do not necessarily need to be members of the Section. The Distinguished Career Award recognizes the collective body of the person's work as it relates to the sociology of the family (not just one publication). Major service to the field includes developments (such as data banks, analysis techniques, scholarly writings, etc.) that have made a substantial impact on research on the family. Award winners may be selected on the basis of either distinguished contributions in research or service. The award, in the form of a Plaque and citation, shall be presented at a Section Reception (or, in the event no reception is held, at a Business Meeting of the Section.)

**(4) Best Graduate Student Paper Award.** The committee will be chaired by the Section Chair. Four additional members of the Section will be appointed by the Section Chair. The committee will select a best paper from among nominations submitted. Papers, dealing with a family-related topic, may be either published or unpublished and must have been written by a graduate student (or group of graduate students) while still enrolled in a graduate program. The award, in the form of a Plaque and citation, shall be presented at a Section Reception (or, in the event no reception is held, at a Business Meeting of the Section).

**(5) Best Article of the Year Award** The committee will be composed of five members appointed by the Section Chair. Members will serve a two-year term, with three members rotating off (on) one year and two members rotating off (on) the following year. If a committee member is not able to fulfill their term the current Section chair will appoint a replacement. Nominations will be solicited from all Section members. If fewer than ten articles are nominated, then the committee members will each nominate two additional articles. The committee chair will be appointed by the Section Chair from among members serving their second year on the committee. Selection of the winning article will proceed in two steps. In step one, all nominated articles will be read and scored by at least three committee members, resulting in a ranking of articles. In the second step, the top three articles will be read and evaluated by all committee members, leading to the selection of the winning article. Eligible articles are those published in the past three calendar years.

**(6) Mentoring and Inclusion Committee.** This committee is tasked with fostering mentoring relationships and promoting the inclusiveness of the section. The committee will be composed of three to five section members appointed by the Section Chair, with the Section Chair also appointing the Committee Chair. One of the committee members should be a graduate student. Council members may also volunteer to serve. If possible, the Committee Chair will be a member who has served on the committee in the prior year and/or a Council member.

## **B. Ad-Hoc Committees**

**(1)** If an ad-hoc committee is to serve only during the term of the Section Chairperson, the Chairperson shall appoint the Chair of the Ad-Hoc Committee. Members of such a committee may be selected either by the Chairperson of the Section, or by delegation to the Ad-Hoc Committee Chairperson.

**(2)** If an ad-hoc committee is to serve beyond the term of the Section Chairperson, the Chairperson shall obtain approval of the Council in making appointments of committee members. Such approval may be obtained at the Council Meeting, by electronic ballot or by telephone calls.

## **5. SECTION MEMBERSHIP AND DUES**

**A.** The membership of the Section shall be drawn from the members of the ASA. Elected Officers, Council members, and Standing Committee members shall be members of the ASA who have voting privileges. Members who do not pay their dues shall be suspended and dropped from the rolls when the ASA reports that their dues have lapsed in a given year.

**B.** Dues shall be set by the Council to cover the operation of the Section in accord with the requirements of the ASA.

**6. AMENDMENT OF BY-LAWS.** These By-Laws may be amended through a favorable majority vote of those voting by a Business Meeting, provided this action is subsequently confirmed through a favorable majority vote by electronic ballot to the Section membership.

(August 27, 1988) (These Revised By-Laws were developed by an Ad-Hoc Committee chaired by Paul Glick (with Alice Rossi, Glen Elder, and Greer Fox serving on the Committee). They were discussed and amended by the 1988 Section Council and received a unanimous vote of approval at the August 22, 1988 Business Meeting in Atlanta.)

*(Revised by referendum May 1994) (Revised March, 2011 by Jay Teachman (chair), Paul Amato, Caroline Sten Hartnett, Sharon Bzostek, and Liana Sayer)*

*(Revised August, 2017 by Megan Sweeney (chair). These changes were presented to the council and the section for consideration during council and business meetings. The proposed changes were then voted on by ballot and approved by the section to carry forward from August 2018.*

(Amended 2022 with majority vote by electronic ballot of the Section membership in 2022 to create a standing Mentoring and Inclusion Committee.)