

29 April 2011

STRUCTURAL GEOLOGY AND TECTONICS DIVISION BYLAWS

Established by Council on November 19, 1980.

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 Structural Geology and Tectonics Division of The Geological Society of America, Inc.
3. *Definition.* Structural geology and tectonics are the investigation of the geometry, kinematics, dynamics, and mechanics of deformation in natural earth materials at all scales. These investigations are frequently field-based, and also draw on remote observation, experimental work and computer simulations. They frequently involve other earth scientists, other scientists and/or other members of society. The investigations increase the basic understanding of geological processes and contribute to the well being of society.
4. *Purpose.* The purpose of the division is to bring together scientists interested in structural geology and tectonics to facilitate the presentation and discussion of their problems and ideas, to stimulate communication with other earth scientists, to promote research and the publication of results on structural geology and tectonic studies, and to advise and assist the officers and committees of the Society in matters pertaining to structural geology and tectonics.

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 Structural Geology and Tectonics 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.
2. *Voting Rights.* Individual division members in good standing each have full and equal voting rights and are entitled to one vote on division matters. An individual whose current dues to both the division and the Society have been paid is in good standing.

ARTICLE III
Finances

1. The division is financially responsible for its normal expenses. All other financial obligations or commitments of the division must have prior approval of the Council. The division general fund is managed by the Society.
2. The division will collect annual dues and may collect special assessments from division members when recommended by its management board and approved by a majority vote of the voting division members at the annual business meeting or by ballot. Special assessments and increased in dues must be approved by the GSA Council.
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.

ARTICLE IV
Officers of the Management Board

1. *Officers.* The officers of the division are a chair, a first vice-chair, a second vice-chair, and a secretary-treasurer. The chair and vice-chairs are each elected for terms of one year. The secretary-treasurer is elected for a term of two years and is eligible for re-election without limitation. The terms of office begin immediately following the annual business meeting at which election results are announced.
2. *Management Board.* The management of the affairs and the property of the division shall be the responsibility of the management board of the division. The management board shall consist of the officers of the division and the immediate past chair. The management of the division is in accordance with the bylaws of the Society. Each year, the management board must submit an annual report to the executive director of the Society by September 30. This report contains information about the preceding year's activities of the division, which will include the report of the secretary-treasurer and may include reports by the chair and representatives of standing or ad hoc committees..
3. *Election of Officers.* The nominating committee of the division nominates candidates annually for chair, first vice-chair, and second vice-chair; and every two years for secretary-treasurer.
 - a. Upon board approval, the division chair contacts the nominees to inform them of their selection. Nominees provide written or electronic acceptance of their candidacy and willingness to serve if elected. Upon acceptance, the nominations become the regular ticket that is submitted by the division secretary-treasurer to the executive director of the Society, who shall have prepared and distributed to all voting members of the division a ballot that provides space for write-in nominees.

- b. Nominees and officers must be members in good standing of the Society and the division.
 - c. *Election Procedures.* The election of officers is in accordance with the election procedures of the Society and is supervised by the Society. All provisions governing the election of officers of the Society that are applicable to the division shall govern the election of officers of the division.
- 4. *Re-Election.* No person is eligible to serve more than one consecutive term as chair, first vice-chair, or second vice-chair of the division, unless under extreme emergency and with the unanimous approval of the management board and the president of the Society. The secretary-treasurer is permitted to serve multiple consecutive terms. The normal progression in office is from second vice-chair to first vice-chair to chair to past chair. Normally, these offices are only held once by any person. In accordance with Article VI, Section 4 of the bylaws of the Society, the chair and vice-chair shall not be eligible for re-election to their respective offices until at least three (3) years have elapsed from the expiration of their terms of office.
 - 5. *Impeachment.* Any officer of the division who fails to perform the duties prescribed in the bylaws, or who is convicted of a felony, or who brings discredit to the Society or division in any way, may be removed from office by a unanimous vote of the other members of the management board of the division. Any officer of the division may make a motion for the impeachment of any other officer of the division. The officer who is the subject of an impeachment must be provided an opportunity to present arguments against the impeachment prior to any vote on the motion.
 - 6. *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.
 - 7. *Expenses of the Management Board.* No members of the management board may be reimbursed from the funds of the division for their traveling expenses when attending meetings of the division. The management board may authorize expenses for attendance of any member of the division, including members of the management board for any special function of the division, or any meeting or function deemed in the best interest of the division by the management board.

ARTICLE V *Committees*

- 1. *Program Committee.*

The program committee plans and arranges for the technical program of the division at the annual meeting and other such programs as may be directed by the management board. The committee will proactively develop contributions for oral and poster sessions,

short courses, field trips, and other outlets at conferences. The committee consists of the First Vice Chair (Chair of committee), the Second Vice Chair, the two JTPC Representatives, and 1-2 members who are based in the region where the meeting is being held.

2. *Nominating Committee.* The nominating committee shall nominate candidates annually for chair, first vice-chair, and second vice-chair, and every two years for secretary-treasurer. The nominees must be members of the Structural Geology and Tectonics Division. The committee chair is the division past chair.
3. *Career Contribution Award.* The Career Contribution Award will be considered annually in accordance with the bylaws of the Society. The award is made to an individual who throughout her/his career has made numerous distinguished contributions that clearly advanced the discipline of structural geology or tectonics.
4. *Outstanding Publication Award Committee.* The Outstanding Publication Award will be considered annually in accordance with the bylaws of the Society. The award is made to the author or authors of a published work (paper, book, or map) of exceptional distinction which clearly advances the science of structural geology or tectonics.
5. *Duties.* The duties, functions, and purposes of each standing committee shall be determined by the management board and codified in the Rules and Regulations of the division. The functions, purposes, and rules and regulations of the other ad hoc committees are determined by the chair of the division with the concurrence of the management board as outlined in the Rules and Regulations of the division. The chair of each standing committee shall report the activity of the committee during the preceding year to the management board in a timely manner. The membership will be informed of committee business and decisions at the annual business meeting, or at such times as the management board may direct. All actions of the committees are subject to the approval of the management board of the divisions and the bylaws of the division and the Society, and also, the Rules and Regulations of the division.
6. *Division Representatives.* To facilitate effective management of the division and communication and interaction between the division and other components of the Society and (or) other related scientific societies, the chair may appoint at his/her discretion, members in good standing of the division to serve as representatives to other divisions, Society sections, and other scientific societies, as well as a newsletter editor, webmaster or other such division functions as deemed necessary by the chair and management board. The responsibilities of the division representatives shall be as defined in guidelines as provided in the Rules and Regulations as outlined in Article VIII and as provided by the chair and management board.

7. *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.
8. *Tenure.* Committee appointments shall expire at the close of the next 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 *Duties of Officers*

1. *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. The chair will assist the newsletter editor in preparing the bi-annual newsletters which shall be distributed to affiliates of the division.
2. *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.
3. *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.
4. *Secretary-Treasurer.* The secretary-treasurer keeps records of the proceedings of the division and shall act as secretary of the management board. She/he maintains liaison with GSA headquarters and shall serve, *ex officio*, as a member of all committees. She/he accounts to the Council of the Society for all funds advanced by the Society. The secretary-treasurer notifies the officers and the members of the committees of their election or appointment and arranges for issuance of notices of all division and management board meetings and of election results. The secretary-treasurer keeps records of all receipts and disbursements and other financial transactions of the division. All funds are actually collected and disbursed by the Society for the division.
5. *Past Chair.* The past chair chairs the nominating committee.

ARTICLE VII***Meetings***

1. *Annual Business Meeting.* The annual business meeting of the division shall be held during the annual meeting of the Society. Except when actions are governed by specific provision in the bylaws, conduct of the business of the division at the annual business meeting shall follow *Robert's Rules of Order* (Revised).
2. *Meetings of the Management Board.* The management board shall meet in person during the annual meeting of the Society prior to the annual business meeting of the division. Special meetings of the management board may be called at any time by the division chair or by a majority of the officers. Special meetings of the management board may be conducted in person, by telephone, by fax, by correspondence, by e-mail, or by any combination of means of communication that the chair may direct.
3. *Quorum.* A simple majority of the officers of the division shall constitute a quorum at all meetings of the membership of the division or of the management board. At any meeting of any committee the committee members present shall constitute a quorum. Any meeting may proceed or be adjourned without the presence of a quorum, but any vote or action taken during or as a result of any meeting shall be considered legal and binding only if a quorum is present.
4. *Open Meeting Rule.* All in-person meetings of the board or committees of the division shall be open to division members to observe all or part of the proceedings, provided that such observers may participate only upon invitation of the person presiding over the meeting.
5. *Standing and ad hoc Committee Meetings.* While in-person meetings of these committees are desirable, meetings may be conducted in person, by telephone, by fax, by correspondence, by e-mail, or by any combination of means of communication that the committee chair may direct.

ARTICLE VIII***Rules and Amendment of the Bylaws***

1. *Rules and Regulations.* The management board of the division, by a majority vote, may adopt, rescind, or amend rules and regulations supplementing the bylaws at any time. These are called the Rules and Regulations of the division. The permanent adoption of changes to the Rules and Regulations must be approved by a majority vote of the management board at the annual meeting of the management board following any temporary changes of the Rules and Regulations made during the previous year. Changes to the Rules and Regulations may also be made by a majority vote of division members present at the annual business meeting of the division. Changes in the Rules and Regulations, other than those proposed and adopted by the management board may be proposed by any member of the division and must be received in writing by the secretary-

treasurer of the division at least sixty (60) days prior to the annual business meeting of the division.

2. The management board of the division may by a majority vote propose actions dealing with the bylaws. Likewise, a petition by one hundred members of the division may also propose actions dealing with bylaws. If actions are proposed in either manner, then a ballot vote to approve or reject the change of the bylaws will be held. Such vote shall be supervised by the Society and held in accordance with the procedures of the Society. Proposals to change bylaws are passed when they receive a simple majority of the votes from voting members of the division that participated in the balloting. Proposals approved by the division shall be reported to the executive director of the Society and become effective following ratification by the Council.



Bylaws amended on May 3, 1984, November 7, 1984, November 12, 1986, October 28, 1992, and May 13, 1994; October 1, 2007 – Language amended to conform with new GSA policy on who is eligible to vote and hold office. October 31, 2007 – Council approval of procedural changes and establishment of division “rules and regulations” document.

April 29, 2011 – Council approval of bylaw changes – Amended to reflect change in name of the Outstanding Publication Award, changing the due date for the annual report, and other minor modifications.

***The Structural Geology and Tectonics Division
of the Geological Society of America***

Rules and Regulations of the Division

1. *Purpose.* These Rules and Regulations serve as the basis for the operation and staffing of committees and other positions that function to support the activities of the Structural Geology and Tectonics Division of the Geological Society of America, Inc.
2. *Program Committee.* The program committee plans and arranges for the technical program of the division at the annual meeting and other such programs as may be directed by the management board. The committee will proactively encourage and develop contributions for oral and poster sessions, short courses, field trips, and other outlets at conferences. The program committee consists of the first vice-chair of the division as chair, second vice-chair of the division and three voting members of the division who are appointed by the management board. The program committee chair serves as the division's senior division representative on the GSA Joint Technical Program Committee for the GSA Annual Meeting. New committee members are appointed by the division chair after the annual business meeting with notification of their tasks and deadlines. Their term of appointment commences on the next date of submission of oral sessions proposals for the GSA Annual Meeting. Committee members that are not members of the management board may serve up to three consecutive annual terms, preferably in a staggered manner so that each member is appointed in a different year than the other two. Retiring committee members complete

their term on the date of the submission of oral session proposals for the GSA Annual Meeting.

For the general meeting, the program committee actively solicits elements of the technical program including Pardee Symposia proposals, topical session proposals, fieldtrip proposals and short course proposals. The approach of the committee is to work one to two years in advance of upcoming national meetings to develop the contribution of the division to the technical program, particularly with an eye to identifying creative synergies between the different elements of the program.

3. *Nominating Committee.* The nominating committee generates the slate of candidates for the annual election of division officers. The nominating committee consists of three voting members of the division. Two members will be appointed by the division chair in consultation with the management board following the annual meeting. These two members are not members of the management board. The chair and third member of the committee will be the past division chair. The nominating committee identifies two members of the division for the position of second vice-chair by May 1. In alternate years, the nominating committee also identifies two members of the division for the position of secretary-treasurer, should the current secretary-treasurer not wish to serve a new term of office.

Once identified, the committee chair will seek approval of the slate of nominees by the management board. Once approved or revised, these nominees will form part of the regular ticket presented to the membership for a vote. The full ticket annually consists of the two nominees for the second vice-chair, the second vice-chair as the nominee for first vice-chair, and the first vice-chair as the nominee for chair, and may include two nominees for secretary-treasurer. Upon approval of the regular ticket, the nominating committee for the year is dissolved. Ideally, the nominating committee will complete its work with approval by the management board by June 1.

4. *Career Contribution Award Committee*
 - a. *Selection Committee.* The selection committee consists of a chair and two other voting members of the division who are not members of the management board. The members of the selection committee shall serve for three years. Terms of appointment are staggered such that one new member is named each year by the division chair in consultation with the management board immediately following the annual meeting. The chair of the committee is the senior member as measured in time served on the committee at that time, unless otherwise specified by the division chair and management board.
 - b. *Frequency of the Award.* Normally, a single award will be made annually, but in any particular year, it may be withheld if the management board decides that no suitable candidate has been identified.
 - c. *Requirement to Qualify.* The award shall be made to an individual who throughout her/his career has made numerous distinguished contributions which have clearly advanced the discipline of structural geology or tectonics. The successful candidate

need not be a citizen of the United States, and further is not required to be a member of the Geological Society of America. The award may not be given posthumously unless the decision to give the award is made before the death of the awardee. Members of the selection committee and the management board shall be ineligible for the duration of their terms.

- d. *The Award.* The award shall consist of an engraved plaque. The details of plaque will be recommended by the management board of the division and approved by the Council. The award will be presented at the business meeting of the division during the annual meeting. Normally, the recipient will be announced by the division chair at the annual business meeting. A notable person acquainted with the recipient's work will present a citation reviewing the contributions of the award recipient. The citationist will introduce the recipient to the chair of the division who will, in turn, present the award. The recipient, if desired, will then say a few words in response.
- e. *Selection Procedures.* Nominations for the award shall be made in accordance with the following procedures:

- (1) The secretary of the division will, at the earliest convenience, but no later than December 5, notify the chair of the selection committee with the contact information of the other committee members; a copy of the selection procedures; a list of past award recipients; instructions for submitting nominations; and notification of the deadline for receipt of nominations by the chair of the selection committee. This information is available from the secretary for other members of the division upon request.

In addition, the management board will invite nominations from members of the division and the Society by communicating with the entire membership via an announcement in the newsletter of the Structural Geology and Tectonics Division and through other appropriate mass communication conduits. The announcement shall include: the Requirement to Qualify statement, the deadline date for receipt of nominations; the contact information for the selection committee chair who receives the nominations; and a request for information regarding candidates. Such information in support of the nomination should summarize the major career contributions of the candidate to the science of structural geology and/or tectonics. The significance and exceptional achievement of these contributions should be highlighted. A listing of key publications by the candidate and the institutional affiliation and address of the candidate should also be included. The nomination process should be completed by February 28.

- (2) The chair of the selection committee will distribute a consolidated list of candidates, together with supporting materials, to committee members shortly after the deadline for submission of nominations. Each member, including the chair, will select from among the list of candidates a first, second, and third choice for the award. These selections will be awarded by a score of three for first choice, two for second, and one for third, the results of this ballot being used to reduce the number of candidates to those who will comprise the ballot for the committee's final consideration of candidates. The committee then revotes to select a recipient for the Award. If needed, the committee further discusses the relative merits of the nominees

and continues to revote until a majority vote yields the recommended recipient. The committee chair will present the name of the proposed recipient with a report of the voting process, and the required documentation, to the chair of the Structural Geology and Tectonics Division for endorsement. The chair, in turn, may forward this information to all members of the management board for additional endorsement, or the chair alone may endorse the selection. Should endorsement be withheld, the board will consult with the committee as to the process to resolve the situation, but the management board retains the final approval for any recommendation to select an award recipient. This procedure must be completed by about April 1.

The division chair shall then submit the name and contact information of Award recipient to the executive director of the Society. The executive director will place the nomination on the agenda of the spring Council meeting for ratification, along with a paragraph describing the career contributions of this individual. After Council ratification, the Society president will inform the recipient of the award. The division chair will be notified at the same time. The citationist and awardee will provide copies of the award/acceptance statements for publication in the SGT newsletter or GSA Today.

5. *Outstanding Publication Award Committee*

- a. *Selection Committee.* The selection committee consists of a chair and two other voting members of the division who are not members of the management board. The members of the selection committee shall serve for three years with staggered terms, one new member being named each year by the division chair in consultation of the management board immediately following the annual meeting. The chair of the committee is the senior member as measured in time served on the committee at that time, unless otherwise specified by the division chair and management board.
- b. *Frequency of the Award.* Normally, a single award will be made annually, but in any particular year, it may be withheld if the management board decides that no suitable candidate has been identified.
- c. *Requirements to Qualify.* The award is made to the author or authors of a published work (paper, book, or map) of exceptional distinction which clearly advances the discipline of structural geology or tectonics. Candidates may or may not be members of the Geological Society of America and may be citizens of any country. The award may not be given posthumously unless the decision to give the award is made before the death of the awardee(s). Members of the selection committee and the management board are ineligible for the duration of their terms.
- d. *The Award.* The award shall consist of an engraved plaque, which will be approved by the management board. If the award is to be shared in any one year, each recipient shall receive a plaque. The award will be presented at the business meeting of the division during the annual meeting. Normally, the recipient will be announced by the division chair. A person acquainted with the publication will present a citation reviewing its contribution and impact. The citationist will introduce the recipient to the division chair who will present the award. The citationist and awardee will

provide copies of the award/acceptance statements for publication in the SGT newsletter.

- e. *Selection Procedures.* Nominations for the award shall be made in accordance with the following procedures:

(1) The secretary of the division will, at the earliest convenience, but no later than December 5, notify the chair of the selection committee with the contact information of the other committee members; a copy of the selection procedures; a list of past award recipients; instructions for submitting nominations; notification of the deadline for receipt of nominations by the chair of the selection committee. This information is available from the secretary for other members of the division upon request.

In addition, the management board will invite nominations from members of the division and the Society by communicating with the entire membership via an announcement in the newsletter of the Structural Geology and Tectonics Division and through other appropriate mass communication conduits. The announcement shall include: the Requirement to Qualify statement, the deadline date for receipt of nominations; the contact information for the selection committee chair who receives the nominations; and a request for information regarding nominees. Such information in support of the nomination should include a) name of publication, including full citation of author(s), title, affiliation, and address of author(s); b) statement in support of nomination summarizing the exceptional achievement or significance of the publication, along with any supporting documentation, published reviews, or discussions. Should no nominations be submitted by the membership, the committee may either choose to defer giving the award that year, or nominate publications with the necessary supporting information. This decision must be endorsed by the management board prior to implementation, and only applies to the current year. With the beginning of the nomination cycle for the next year, the award process will return to soliciting and evaluating nominations from the membership. If the award committee is empowered to nominate papers in a given year by the management board, the board must ensure that committee members do not submit nominations that incur a conflict of interest. The nomination process should be completed by February 28.

(2) The chair of the selection committee will distribute a consolidated list of nominated publications, together with supporting materials, to committee members shortly after the deadline for submission of nominations. Each member, including the chair, will select from among the list of nominees a first, second, and third choice for the award. These selections will be awarded by a score of three for first choice, two for second, and one for third, the results of this ballot being used to reduce the number of nominees to those who will comprise the ballot for the committee's final consideration of nominees. The committee then revotes to select a recipient for the Award. If needed, the committee further discusses the relative merits of the nominees and continues to revote until a majority vote yields the recommended recipient publication. The committee chair will present the name of the proposed recipient publication with a report of the voting process, and the required documentation, to the chair of the Structural Geology and Tectonics Division for endorsement. The chair,

in turn, may forward this information to all members of the management board for additional endorsement, or the chair alone may endorse the selection. Should endorsement be withheld, the board will consult with the committee as to the process to resolve the situation, but the management board retains the final approval for any recommendation to select an award recipient. This procedure must be completed by about April 1.

The division chair shall then submit the name and contact information of Award recipient(s) to the executive director of the Society. The notification to the executive director shall include a paragraph describing the contributions of the recipient that are being recognized in the award.

6. *Ad hoc Committees.* Chairs of ad hoc committees may be appointed by the division chair with the concurrence of the management board. Recommendations for appointment of members of ad hoc committees will be the responsibility of the division chair, subject to the concurrence of the management board. The purpose of such committees is to deal with an issue of interest to the division that falls outside the duties of the standing committees and needs additional input from outside the management board. Such committees are established at the recommendation of the majority of management board. These committees are disbanded on completion of their work as specified in their initiating charge.
7. *Division Representatives*
 - a. *Webmaster.* The division chair appoints a webmaster of the division. The term is for one year and reappointment may occur for an unlimited number of terms. The webmaster has responsibility for maintaining and updating the division website. The webmaster works in consultation with the division chair and management board to develop the content and layout of the divisional website.
 - b. *Newsletter Editor(s).* The division chair will appoint one or more editors for the newsletter of the division and management of its facebook site. The term is for one year and reappointment may occur for an unlimited number of terms. The editor or editors has the responsibility to produce a spring and fall division newsletter each year. The editors work in consultation with the division chair and management board to develop the content and layout of each division newsletter. The facebook site is typically the preferred venue for items solicited from the membership of the division and the broader structural geology and tectonics community. The chair assists the editor(s) in preparing the division newsletter and managing the facebook site.
8. *Responsibility.* Reports, recommendations, or other actions by appointed committees, other than the nominating committee, are subject to the approval of the management board. After such approval, the committee chair reports appropriately to the executive director of the Society if the attention or action of the Council is required and sends a copy of the report and subsequent correspondence to the Division secretary for archival purposes. Appointed committees shall present annual reports which are summarized in the annual report of the management board.

9. *Vacancies.* If a member of a standing committee is incapacitated, resigns, or is otherwise unable to serve or complete their term of office, then the chair of the division, with the approval of a majority of the management board, either (1) appoints a replacement to serve the remainder of the normal expected term of office of such committee member, (2) appoints an interim replacement until the committee member is able to resume their duties, or (3) transfers the duties and voting privileges of such Committee member to the chair or past-chair of the management board. If a member of any ad hoc committee is incapacitated, resigns, or is otherwise unable to serve or complete their term of office, then the position vacated may be filled by the division chair or left vacant if deemed appropriate.
10. *Amendment.* These Rules and Regulations may be amended by a majority vote of the management board, or by a majority vote of division members present at the annual business meeting of the division, as stated in Article VIII of the bylaws. The date of adoption of the revisions shall be so indicated in the heading of the revised Rules and Regulations. Subsequent to passage of any amendments, copies of the revised Rules and Regulations are distributed to all committee chairs and a notice summarizing the revisions shall be printed in the next issue of the newsletter of the division.