

## **Constitution and By-Laws of the Society for the Study of Symbolic Interaction**

### **Article 1 – Name**

**Section 1:** The name of the association shall henceforth be known as the Society for the Study of Symbolic Interaction (SSSI). When ratified by a simple majority of the membership casting ballots, the Society shall remain an incorporated non-profit organization.

**Section 2:** The central mailing address of the Society shall be that of the Secretary.

**Section 3:** As an incorporated organization, the association shall be continually known as the Society for the Study of Symbolic Interaction, and shall consist, in addition to the general membership, of all offices appropriate to such an organization.

### **Article II – Statement of Purpose**

**Section 1:** To establish a permanent scholarly organization to promote an international community for the study of society through scholarship for those employing and examining the perspective which has been named symbolic interactionism.

**Section 2:** Within this international community of scholarship, to promote a fruitful and free exchange of criticisms, discussion and developments pertaining to the theoretical, empirical and substantive issues concerning the perspective of symbolic interactionism.

**Section 3:** To establish a program for regular and periodic organization meetings wherein: members shall assist one another in the academic enterprise; a program of academic papers and critical discussions shall be presented; organization business shall be transacted.

**Section 4:** To establish and maintain a Society Newsletter, to be devoted to organization activities and relevant news concerning developments pertaining to the perspective of symbolic interactionism and of individual Society members. The Newsletter, currently titled, SSSI Notes, shall be distributed regularly to all current members. All issues of the Newsletter will be published on the Society Website.

**Section 5:** The Society shall pay for the dedicated web space to host web domains, currently specified as [www.symbolicinteraction.org](http://www.symbolicinteraction.org) and [www.symbolicinteractionism.org](http://www.symbolicinteractionism.org). The Publications committee will solicit a member or members for the purpose of maintaining the website.

**Section 6:** The Society shall publish and maintain one or more official journals, as its finances allow, for the publication of scholarly papers. One such journal will be called Symbolic Interaction. The journal(s) shall be distributed to all members in good standing. Papers submitted for publication will not be limited to Society members. Submissions shall be judged solely on qualities of scholarship and contribution to the perspective of symbolic interactionism broadly defined. Non-members whose papers are accepted for publication should be strongly encouraged to join the Society.

**Section 6: To establish, uphold and promote the highest ethical standards in our activities, both as members of the Society and as individual scholars.**

### **Article III – Membership and Dues**

**Section 1: Membership in the Society shall be open to all persons in the international community of scholars employing or examining the perspective of symbolic interactionism.**

**Section 2 – Annual dues shall be levied. The amount of dues shall be determined by the Executive Council of the Society at its annual executive council meeting held during the annual meetings of the Society, subject to approval by the membership in attendance at the annual business meeting at that same conference.**

**Section 3: A financial account shall be established in the name of the Society for the Study of Symbolic Interaction and shall function as a repository for all funds and monies accruing to the Society for the dispersal of such funds and monies. The Treasurer and the President are authorized to sign checks or make payment transfers for the Society. All expenditures greater than \$150 must be approved by the Executive Council.**

**Section 4: The financial account of the Society shall be examined annually by a certified public accountant for demonstration of public financial support and IRS tax reporting. A copy of this examination shall be circulated and/or made available to the membership of the Society and any other interested parties.**

### **Article IV – Officers (The duties of the officers are specified in Appendix A. The procedures for electing officers are specified in Appendix B.)**

**Section 1 – The elected officers of the SSSI will be the President, President-Elect, Vice President and Vice President-Elect. These officers will serve one year terms. No person shall hold the same elected office in two consecutive years. No person may simultaneously hold more than one office.**

**Section 2: The offices of Secretary and Treasurer will be filled by appointment by the Executive Council. Appointees will serve five year terms.**

### **Article V – Meetings**

**Section 1: The Annual Meeting of the Society membership shall be held at the time and in the city of the annual meetings of the American Sociological Association**

**Section 2: Other meetings of Society members may be recognized as official by the Executive Council and held at other times and places.**

**Section 3: Reports from all such meetings shall be submitted to the Editor of the Society Newsletter and be made available to the general membership.**

### **Article VI – Executive Council**

**Section 1: The Executive Council shall consist of the President, President-Elect, Vice President, Vice President-Elect, Past President, Past Vice President, Secretary, Treasurer, and the Chairperson of the Publications Committee. The Editors of Symbolic Interaction and the Newsletter will also sit with the Executive Council as ex officio members.**

**Section 2: The Executive Council shall be given the responsibility of administration of the Society and shall perform such services as are appropriate thereto.**

**Section 3: The Executive Council shall meet once at the Annual Meeting of SSSI. Other meetings may be required at the discretion of the President and conducted through electronic communication and/or at regional or other scholarly meeting sites. An official quorum shall consist of four (4) members of the Executive Council ( $1/3$  of 9 members + 1 = 4) to conduct the official business of the Society.**

**Section 4: A summary of actions taken by the Executive Council shall be reported to the membership at the annual business meeting held during the Society's annual meetings, and published in the Society's newsletter. Minutes of Council meetings will be made publicly available to SSSI members.**

#### **Article VII – Committees**

**Section 1: There shall be a standing Publications Committee**

- a. The Publications Committee will consist of nine members,  $1/3$  of which will be elected each year. They will be elected at the same time as the election of other officers of the Society. Those three persons receiving a simple majority of votes cast by the voting members will be elected for a three year term. A simple majority (5 of 9) will constitute a quorum for the purpose of doing the business of the committee.**
- b. The Publications Committee selects a chairperson from its membership by the vote of a simple majority (5 of 9) of its members. The chairperson shall serve a term of three years.**
- c. The Publications Committee facilitates and oversees the activities of the all journal editors and the Newsletter Editor. It is responsible for recommending new editors to the Executive Council. It also solicits and negotiates one or more proposals from publishers to publish Symbolic Interaction. The agreements must clearly specify any conditions for selling membership lists to reputable non-members. Should there be multiple negotiated agreements, the Publications Committee recommends one of them the Executive Council for acceptance.**
- d. The Journal Editor manages the editorial office and operations and works with the publisher to produce issues of Symbolic Interaction each year. The number of issues per year will be determined by the Publications Committee, the Journal Editor, and Publisher. The Newsletter Editor publishes three issues a year (one each in the fall, winter/spring and summer).**

**Section 2: There shall be a standing Program Planning Committee. The Committee will assist the Vice President in organizing publicizing and assessing the Society's annual**

meetings. The committee consists of five members: Vice President who chairs the committee; Past Vice President; Vice President-Elect (if no Vice-President elect is available, the Past President shall serve); the Treasurer and one member appointed by the Vice President. The appointed member will normally reside in or near the city in which the annual meetings will be held, and will assist the Vice President in finding a suitable site for the annual meetings.

**Section 3:** There shall be a standing Nominations Committee consisting of three members selected by the Executive Council to assist in the solicitation and selection of nominations for officers. The President selects the committee chairperson from the list of members approved by the Executive Council. Members of the Nominations Committee serve for one year (beginning at the Society's annual meeting) and may be reappointed in the subsequent year.

**Section 4:** Other committees, standing or ad hoc, shall be appointed by the President of the Society or the Executive Council shall from time to time as deemed necessary to carry on the work of the Society. The President shall be ex officio a member of all committees.

#### **Article IX: Parliamentary Authority**

**Section 1:** The rules contained in the current Robert's Rules of Order – Newly Revised shall govern the Society in all cases to which they are applicable and in which they are not inconsistent with these by-laws and any special rules of order the Society may adopt.

#### **Article IX – Amendment of Bylaws**

**Section 1:** A proposed amendment may be brought before the membership by petition signed by at least ten per cent of the general membership. Completed petitions shall be sent to the President of the Society, who shall in turn bring the proposed amendment before the Executive Council, thereafter to be presented to the general membership for vote.

**Section 2:** The Executive Council may also propose amendments, thereafter to be presented to the general membership for vote.

**Section 2:** Amendments shall be considered adopted upon general vote by Society membership via mailed or electronically delivered ballot. A simple majority of those voting is required for adoption.

## **Appendix A: Duties of Officers of the Society for the Study of Symbolic Interaction**

### **Section 1: President**

- 1. The President is responsible for the continuing administration and operations of the Society.**
- 2. The President presides at the annual business meeting, other executive meetings and at the banquet, if there be one, during the year s/he is President. S/he will provide an agenda to the Executive Committee within two weeks of the meetings.**
- 3. The President names the distinguished lecturer and appoints committee heads (to include award committee heads) and members whose selection is not otherwise provided for in the Constitution and By-laws.**
- 4. The President signs the contract with the journal publisher chosen by the Executive Council in consultation with the Publications Committee.**
- 5. The President becomes Past President at the close of the Society's annual meeting and introduces the incoming President, President-Elect, Vice- President and Vice-President Elect at the banquet, if there be one.**

### **Section 2: President-Elect**

- 1. The President-Elect stands in waiting. The President-Elect becomes President during the Society's annual meetings and will assume responsibilities for the upcoming year.**

### **Section 3: Vice-President**

- 1. The Vice-President, in consultation with the Program Planning Committee and with the approval of the Executive Council, chooses the official hotel for the annual meeting and is responsible for contract negotiation.**
- 2. The Vice-President chairs the Program Planning Committee and is responsible for all required administrative duties required to assure a successful meeting.**
- 3. The Vice President becomes the Past Vice-President during the Society's annual meeting and will assume responsibilities for the upcoming year.**

### **Section 4: Vice-President-Elect**

- 1. The Vice President-Elect stands in waiting. The Vice President-Elect becomes Vice President during the Society's annual meetings.**

### **Section 5: Past Vice-President**

- 1. The Past Vice-President takes the minutes at the annual meetings and submits them to the editor of the newsletter.**



**Section 6: Secretary**

- 1. The Secretary shall be responsible for keeping the membership lists up to date, ensuring that membership renewal notices are completed in October and that appropriate actions are taken to collect dues. IRS or bank related correspondence will be forwarded to the Treasurer for auditing and record keeping.**

**Section 7: Treasurer**

- 1. The Treasurer shall be responsible for keeping the financial records of the Society and reports on the financial status of the Society at the Society's annual meetings and upon request by the Executive Council. The Treasurer is responsible for reporting the amount of public support to the Society.**

**Appendix B: Election Procedures.**

- 1. The Secretary will issue a call for nominations including self-nominations for President-Elect, Vice President-Elect and for three positions on the Publications Committee. The call will be published in Society's Newsletter and other appropriate sites. The Secretary will make a list of all nominated parties, after removing the names of nominees who are not members of the SSSI. The Secretary will forward this list to the Nominations Committee.**
- 2. Each current member of the Nomination Committee may cast a vote for one nominee, and only one nominee, for the offices of President-Elect and Vice President-Elect. Each member may cast one vote each for three nominees to the Publications Committee.**
- 3. The Nominations Committee will consider any names submitted to it and may nominate other candidates. The nominations committee will rank the candidates according to number of nominations received, record of involvement in the Society and/or demonstrated scholarship within the area of symbolic interaction broadly defined. The committee shall invite the two highest ranked candidates to stand for election for President-Elect and Vice President-Elect by the membership of the society. The six candidates ranked highest among the nominees for the Publications Committee will be invited to stand for election as well. Should one or more candidates decline the invitation, the committee may invite the next highest ranking candidate or candidates to stand for office. Should only one nominee agree to stand for office, the Nominations Committee shall make every effort to solicit the membership to ensure an additional candidate be available for office. All members may only stand for election to one office per year.**
- 4. The Secretary shall organize an election to be held no later than May 1. The election process must be accessible to all members of the Society via Newsletter, Website, and other affiliated domains. Voting ballots will be returned to the Secretary through mail or E-mail. Each member may cast one vote for President-Elect and Vice President-Elect, and one vote each for three candidates for the Publications Committee. The Secretary will tabulate the election results and inform the Executive Council of the outcome.**
- 5. The President will announce the election outcome to members via the newsletter and/or other means.**