



## MIDWEST PRIMATE INTEREST GROUP



### Constitution and By-Laws

#### CONSTITUTION

##### ARTICLE I

###### *Name and Purpose*

**Section 1. Name.** The name of this society is the Midwest Primate Interest Group

**Section 2. Purpose.** The purpose of the Association is the advancement of the science of primate studies and to provide a safe and welcoming space for open exchange between scientists at all career stages.

##### ARTICLE II

###### *Officers*

**Section 1. Officers.** The officers of the Association shall be a President, a Vice-President, a Communications Director, a Treasurer, and an Education Officer. There shall be five officers in their positions at any given time.

**Section 2. Presidential Duties.** The President shall coordinate the annual business meeting and the Executive Committee. He or she shall have powers and authorities usually vested in the President of a learned society and shall perform such other duties as the Executive Committee or membership may direct. He or she shall have voting privileges within the Executive Committee.

**Section 3. Vice-Presidential Duties.** The Vice-President shall assist the President in the performance of the President's duties, and shall be responsible for assisting with the coordinating of the program of the annual meeting. The Vice-President shall also be responsible for overseeing the MPIG website (<http://www.mpig.org>) and working with the Annual Meeting Coordinator to update the membership list.

**Section 4. Communications Director Duties.** The Communications Director shall be responsible for working with the Annual Meeting Coordinator to update the membership list and will post update and news on MPIG social media as deemed appropriate. The Communications Director will assist in the logistics of communications to the membership more generally. The Communications Director-Treasurer shall ensure that minutes are taken during any Executive Committee meetings. A current Association membership list, a copy of the current Constitution and By-Laws, and a separate list of all successful amendments shall be kept by the Communications Director on the website/Google drive.

**Section 5. Treasurer Duties.** The Treasurer shall keep financial accounts of the Association, ensure that its funds are collected, and disburse funds under the direction of the Executive Committee. Accounting for the financial status of the Association is part of that duty, including a written annual report to the Association.

**Section 6 Education Officer Duties.** The Education Officer will manage the logistics of awarding student presentation awards at the annual meeting. This includes enlisting judges and announcing the winner each year. The Education Officer shall also help maintain the information section of the webpage that lists members that have elected to share their contact information and area of study to facilitate collaboration.

**Section 7. Annual Meeting Coordinator's Duties.** The Annual Meeting Coordinator shall organize and host the annual meeting, and coordinate with the Vice-President. 1-year position. The Annual Meeting's Coordinator will serve on the Executive Committee.

**Section 8.** All officers must be regular members in good standing.

**Section 9. Terms.** The President, Vice-President, Communications Director, Treasurer, and Education Coordinator shall be appointed for terms of two years each in alternate years.

### **ARTICLE III**

#### *Standing Committees*

**Section 1a. Executive Committee Membership.** The Executive Committee shall consist of the five officers (President, Vice President, Communications Director, Treasurer, Education Coordinator) plus the Annual Meeting Coordinator.

**Section 1b. Executive Committee Duties.** The management of the affairs of the Association in the interim between meetings is delegated to the Executive Committee.

### **ARTICLE IV**

#### *Meetings*

**Section 1.** The Association shall meet once a year, except when special circumstances require otherwise, at a time and place to be determined by the Executive Committee.

### **ARTICLE V**

#### *Membership*

**Section 1a.** Regular membership shall be open to all interested parties.

**Section 1b.** Student membership shall be open to bona fide undergraduate or graduate students.

### **ARTICLE VI**

#### *Dues*

**Section 1.** There shall be annual dues of an amount fixed by the Executive Committee. Such dues shall include an amount for the conduct of the Association's business.

### **ARTICLE VII**

#### *Amendment*

**Section 1.** Any change in the Constitution or By-Laws of the Association must be proposed in writing to the Executive Committee by a member in good standing. Such proposal shall be discussed by the next annual meeting. If approved, the Amendment shall be announced to the membership via the website.

### **ARTICLE VIII**

#### *Dissolution*

**Section 1. Procedure.** In the event of dissolution of the organization, all remaining assets will be distributed only to organizations that qualify for exemption under Section 501(c)(3) of the Internal Revenue Code to be used for scientific or educational purposes.

## **BY-LAWS**

### **CHAPTER I**

#### *Appointment of Officers*

**Section 1. Appointment Procedure.** The Executive Committee will be appointed by nomination. In cases where multiple parties are interested in the same office at the same time and no agreement can be reached, the Executive Committee can choose to hold an election.

**Section 2. Terms.** All terms of office shall commence with the close of the annual meeting.

### **CHAPTER II**

#### *Meetings*

**Section 1. Executive Committee.** The Executive Committee shall meet or communicate by e-mail regularly as the business of the Association may require.

### **CHAPTER III**

#### *Dues*

**Section 1. Amount.** The annual dues of the Association shall be amounts set by the Executive Committee.

**Section 2. Membership in Good Standing.** Only members whose dues have been paid for a given year are considered in good standing for that year. It shall be the duty of the Treasurer to ensure proper compliance with this provision.

**Section 3. Reinstatement.** A member dropped from the rolls for nonpayment of dues may be restored to membership by payment of current dues.

### **CHAPTER IV**

#### *Vacancies*

**Section 1.** In the event of a vacancy in the office of the President, the Past-President shall reassume the office for the remainder of the year and a new President shall be selected.

**Section 2.** The Executive Committee shall appoint a regular member in good standing to fill any vacancy among the Vice-President, Communications Director, Treasurer, and Education Coordinator. Such appointment shall hold until the next annual meeting when any unexpired term shall be filled by regular nomination and election procedure.

### **CHAPTER V**

#### *Conflict of Interest*

No part of the net earnings of the Association shall inure to the benefit of, or be distributable to its members, officers, or other private persons, except that the Association shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the Constitution. Actual expenses incurred by Executive Committee members while conducting the affairs of the Association may be paid by the Communications Director-Treasurer, provided that such expenses are authorized in advance by the Executive Committee.

No substantial part of the activities of the Association shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Association shall not participate in or intervene in any political

campaign on behalf of any candidate for public office. Notwithstanding any other provision of these articles, the Association shall not carry on any other activities not permitted to be carried on (a) by an entity exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by an entity, contributions to which are deductible under 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

## **CHAPTER VI** *Indemnification*

The members of the Executive Committee and members of other committees shall not be held personally liable for the obligations of the Association, and shall not be liable in damages to the Association for injury which may result from the fulfillment of their duties when they discharge the duties of their position in good faith and with that degree of diligence, care and skill which ordinarily prudent persons would exercise under similar circumstances in like positions.

## **CODES OF CONDUCT**

MPIG ascribes the Code of Conduct adopted by the American Association of Physical Anthropologists (AAPA): <https://physanth.org/about/position-statements/aapa-code-conduct/>

MPIG ascribes to the Statement on Sexual Harassment and Assault adopted by the AAPA: <https://physanth.org/about/position-statements/sexual-and-other-harassment/>

MPIG ascribes to the Code of Ethics adopted by the AAPA: <https://physanth.org/about/position-statements/>

*Note: This document was approved on 13 February 2020 by the Executive Committee*