



## BY-LAWS

The below specified by-laws follow from Article VII of the Constitution of the Regional Science Association International (RSAI) which were agreed at the RSAI Council meeting in Sao Paolo March 2008.

In May 2012 at RSAI Council meeting in Timisoara the Council approved unanimously to change the text of by-law 4.

In November 2014 at RSAI Council meeting in Washington the Council approved unanimously to add the the by-law 6.

In August 2015 at RSAI Council meeting in Lisbon and November 2015 at RSAI Council meeting in Portland the Council approved unanimously to change the text of by-law 3.

In November 2016, at the RSAI Council meeting in Minneapolis, the Council approved unanimously to change the text of by-laws 1 and 3.

### By-law 1: Superregional Associations

The four superregional organizations recognized by RSAI are:

- ✚ The European Regional Science Association (ERSA), comprising sections in the European realm;
- ✚ The North American Regional Science Council (NARSC), comprising sections from North America;
- ✚ The Pacific Regional Science Conference Organization (PRSCO), comprising sections in Asia (East, South East and South), Australasia and the Pacific Rim facing parts of the Americas.
- ✚ The Latin American and Caribbean Regional Science Association (LACRSA), comprising sections from Latin America and the Caribbean.

### By-law 2: Branding of the RSAI

*a. Name and logo of RSAI.* All conferences and workshop announcements and other activity related marketing communication of superregional organizations and their constituent sections should carry, together with their own logos and names, those of the RSAI. All web sites and other promotional material of member sections and super regional organizations should carry the RSAI name and logo and link to the RSAI site. Logos of the RSAI should also be included in all journals sponsored by or edited by national and/or language sections.

*b. RSAI presence at superregional meetings.* Time will be made available at all superregional and section meetings for a report from the President of RSAI or his/her representative on RSAI activities and developments. Such reporting should be scheduled as part of the formalities of the meeting. Incorporated into the formalities of the superregional conferences will be a time slot for the presentation of RSAI awards - e.g., announcement of new Fellows of the RSAI and presentation of plaques. Sections and the superregional organizations are encouraged to utilize RSAI Fellows as organizers of special sessions and presenters of keynote addresses in order to fully engage the RSAI Fellows in a scholarly leadership role.

### By-law 3: RSAI Council Member Elections

*a. General rules.* Officers of RSAI – the President, Vice-President, and the Executive Director – become members of the Council when elected to office and for the duration of their terms. Experience as a Council member before assuming office is highly desirable to ensure officers are well-acquainted with RSAI operations before assuming a leadership role. Presidents of the superregional organizations recognized by the RSAI also automatically become members of the RSAI Council for the period of their respective mandates.



*b. Voting members.* The voting members of the Council shall be comprised of:

- ✚ The President (an officer with duties defined in Article V, Section 3a of the Constitution);
- ✚ The Vice-President who is the President-Elect (an officer with duties defined in Article V, Section 3b of the Constitution);
- ✚ The Executive Director (an officer with duties defined in Article V, Section 3d of the Constitution);
- ✚ Additional Councilors. The voting places on the Council shall be occupied by Council members appointed by the superregional organizations, specifically:
  - The President of the European Regional Science Association plus two (2) members;
  - The President or Executive Director of the North American Regional Science Council plus two (2) members;
  - The President of the Pacific Regional Science Conference Organization plus two (2) members;
  - The President or Executive Director of the Latin American and Caribbean Regional Science Association (LACRSA) plus two (2) members.
- ✚ The active membership of the Association shall elect six (6) members. A section which is present in two superregional associations can elect a member for the Council as an appointee of only one superregional association at the time.

*c. Normal limitation on number of voting members of the Council.* The total number of voting members of the Council, including officers, shall normally be limited to nineteen (19), so as to maintain the effectiveness of the Council as an administrative body. This limitation may, at times, result in the invocation of special conditions regarding appointments and elections, as specified in the paragraphs below. Whereas the Council shall make every reasonable effort to ensure that membership does not exceed twenty, it is recognized that for short periods, and in exceptional circumstances, the voting membership may slightly exceed this number.

*d. Appointment of councilors by superregional organizations.* The superregional organizations specified in By-law 1, shall appoint members of Council by procedures of their own choosing. To the extent possible, these terms should be staggered to assure continuity and a smooth, annual transition of Council duties. During the year of initial implementation of this Constitution, each superregional organization shall designate one of its three appointees to serve a regular three-year term, one a special two-year term, and one special one-year term.

*e. Election of councilors-at-large.* Nominations for Councilors to be elected at-large shall be made by the Council after solicitation of suggestions from the members of the Association. Every effort should be made to ensure the number of nominees each year shall be greater than the number of positions necessary to be filled. At-large positions shall not be considered available if, as noted below, they are encumbered by officers completing their terms of office. To achieve desirable staggering of terms of office, the Council may, from time-to-time, designate certain at large positions to be for special terms not to exceed in duration the regular term of three (3) years.

*f. Election procedures.* Members of the Association in good standing on August 1 shall be entitled to vote in RSAI elections. Elections shall be conducted by e-mail ballot. The Executive Director shall mail ballots to eligible members by September 15 of the year preceding the year in which new Councilors shall assume office. Only ballots received prior to November 15 shall be included in official counts. The Executive Director shall notify the Council and candidates of election results no later than December 1. Members of the Association shall be informed of results as soon as possible.



#### **By-law 4: RSAI President Elections**

*a. President election procedure.* The RSAI President shall be elected by the Council for a two-year-term and confirmed by a vote of the entire active membership of the Association. To canvass suitable candidates for nomination, the Council establishes a “Nomination Committee” comprising the RSAI President, the RSAI Immediate Past-President, three members RSAI Council (one each from among the council members who are appointees of the three superregional organizations), and two members of the Long Range Planning Committee (LRPC) recommended by the LRPC itself.

*b. Criteria of the nominees.* The nominees should satisfy the following criteria: a) financial resources sufficient to cover travel costs to perform RSAI duties; b) support from candidate’s institution including relaxation of duties to enable President to travel as needed to execute RSAI business; c) RSAI Council experience (Council member experience) and/or other service to the regional science community (e.g., super regional and/or other sections, editor or one of the regional science journals, etc.).

*c. Schedule of the nomination and election.* The President Elect nomination committee shall be formed no later than the first year of the two-year term of the President and make a recommendation to Council at the second Council meeting of this same year. Upon receiving this recommendation, Council will select a nominee, who shall be confirmed by a vote of RSAI members no later than the end of the calendar year. The President-Elect and Vice-President shall start his/her appointment at the start of the next calendar year (i.e. the second year of the current President’s term).

#### **By-law 5: Executive Director Elections**

*a. Executive Director election procedure.* The Executive Director of the Regional Science Association International shall be elected by the Council for a three-year term, that can be renewed twice according to the Council’s needs, and shall serve at the pleasure of the Council. During the term of office the Executive Director is a regular, voting member of the Council, eligible to vote on all matters coming before it with the exception of those concerning the election and conduct in office of the Executive Director. Normally the council would appoint a nomination committee to canvass the names of suitable potential candidates make a recommendation to the Council for consideration.

*b. Criteria of the nominee.* The nominee should satisfy the following criteria: a) financial resources sufficient to cover travel costs to perform RSAI duties; b) support from candidate’s institution; appropriate experience in the management of a superregional or local section of the Association, and/or officer level involvement in another association, and a considerable commitment to the objectives and affairs of the Association.

#### **By-law 6: Treasurer and Financial Officer**

The Treasurer will be jointly responsible with the Executive Director for the finances of the RSAI. The tasks of the Treasurer include periodically overseeing the finances of the RSAI and reporting to Council and to the Council’s standing Finance Committee about the financial situation of the Association.

The Treasure should be independent from the President and the Executive Director and will have access to all accounts of the Association, its budgets, and financial documents. S/he will participate in the steering of the Association’s financial policies and will serve as a non-voting member of the Financial Committee.

The Executive Director may be assisted by a Financial Officer with capacity to run daily bank account operations and book-keeping. The Financial Officer and the Executive Director will provide the Treasurer with access to the Association’s accounts, as well as all the necessary financial information in order to allow him or her to report to Council.