

**Bylaws of the Archeology Division,  
a Section of the American Anthropological Association**

*(adopted November 1984; amended October 1987, May 1996, October 1998, December 2004)*

**ARTICLE I. Name**

1. The Section shall be known as the Archeology Division, a Section of the American Anthropological Association, hereinafter referred to as the Section.

**ARTICLE II. Purposes**

1. The Section shall advance the study of archeology as an aspect of anthropology.
2. The Section shall foster the communication and publication of archeological research and interpretation to archeologists, anthropologists, other scholars, and the general public.

**ARTICLE III. Powers**

1. The Section shall be autonomous in all matters within its field that are not reserved by the Bylaws of the American Anthropological Association, inimical to the American Anthropological Association's interests, or prohibited by law or by scholarly ethics.
2. The Section shall have an elected President, Secretary, and Treasurer and other elected or appointed officers as set forth in these Bylaws.
3. The Section is empowered to determine membership dues.
4. The Section is empowered to organize itself into sub-groups in accordance with the Bylaws of the American Anthropological Association.
5. The Section shall determine voting requirements on all organizational matters.
6. The Section may engage in publishing and program policies appropriate to its purposes.
7. The Section shall adopt and maintain Bylaws or Rules of Procedure consistent with the Bylaws of the American Anthropological Association. The Section shall file with the American Anthropological Association Secretary a copy of its current Bylaws, Rules of Procedure, and Table of Organization.

**ARTICLE IV. Membership**

1. Membership in the Section shall be open to any member in good standing of the American Anthropological Association who supports the above purposes and who complies with the Bylaws of the Section.
2. A Member in good standing shall be eligible to hold elective or appointive office, participate in the scientific program, receive publications, and have one vote in nominating and electing officers and in the transaction of other business of the Section.
3. For just cause, a Member may be deprived of membership by a two-thirds vote of the Executive Committee, subject to appeal to the Members at the Annual Meeting.

**ARTICLE V. Dues**

1. The Executive Committee shall set the annual Section dues of Members and may establish rates for special categories congruent with the purposes of the Section.
2. Any Member in arrears in the payment of dues shall lose all membership privileges.

## **ARTICLE VI. Officers**

1. The officers shall be a President, President-elect, Secretary, and Treasurer, who shall be elected by the members of the Section.
2. The President shall be the presiding officer of the Section, the Section's Representative to the Section Assembly, and shall serve on the Executive Board of the American Anthropological Association in appropriate rotation.
3. The President-elect shall assume the duties of the President in the event of absence, death, resignation or incapacity of the President, and shall succeed to the office of President at the expiration of the term as President-elect.
4. The Secretary shall be responsible for minutes of all meetings of the Section or of its Executive Committee, and shall serve as contributing editor of the Section's Section News in the *Anthropology Newsletter*.
5. The Treasurer shall keep the fiscal records of the Section and shall submit a draft budget to the Association finance office according to their fall schedule, and to the Section's President. This budget should be formulated in consultation with the President and Publications Director. The treasurer shall submit this budget at the Fall meeting of the Executive Committee, at which time it will be approved by vote of the committee.
6. The terms of office of President, President-elect, and Secretary shall be two years, and the term of Treasurer shall be three years, all terms commencing at the conclusion of the Annual Meeting of the American Anthropological Association.

## **ARTICLE VII. Executive Committee of the Unit Section**

1. There shall be an Executive Committee consisting of the President, President-elect, Secretary, Treasurer, Publications Director, Program Editor, Program Editor-elect, Nominations Committee Chair, two At-Large members and a student At-Large member.
2. Subject to directives and limitations imposed by the Members of the Section the Executive Committee shall have the authority to execute on behalf of the Section all powers and functions defined in these Bylaws.
3. The Executive Committee shall meet at least once annually, at the time of the Annual Meeting and may meet additionally on the call of the President or a majority vote of the Executive Committee.
4. The At-Large members of the Executive Committee shall be elected for two years by the membership. One shall be elected in odd numbered years and one in even numbered years; the student At-Large member shall be elected in even numbered years. The term of office of the At-Large members shall begin at the conclusion of the Annual Meeting of the American Anthropological Association.
5. The Program Editor-elect for Archeology shall be elected by the membership for a term of one (1) year, commencing at the conclusion of the Annual Meeting of the American Anthropological Association, to be followed by a term of two (2) years as Program Editor.
6. The Publications Director shall be elected by the membership for a term of three (3) years, commencing at the conclusion of the Annual Meeting of the American Anthropological Association.
7. The Nominations Committee Chair shall be elected by the membership for a term of three (3) years, commencing at the conclusion of the Annual Meeting of the American Anthropological Association.
8. The Executive Committee shall make all nonelective appointments and may make interim appointments to fill vacancies in any elective office until the next regularly scheduled election.

## **ARTICLE VIII. Annual Report**

1. At the time of each Annual Meeting, the Executive Committee shall report its activities to the Members and to the Executive Board of the American Anthropological Association. The report shall include the reports of the Secretary, Treasurer, editors of publications, committees, and other Section representatives.

## **ARTICLE IX. Meetings**

1. The Section shall hold an Annual Business Meeting at the time of the Annual Meeting of the American Anthropological Association.

2. The place and date of the Annual Meeting shall be announced to the Members not less than sixty (60) days in advance of the meeting.
3. A Program Editor shall organize the scientific program of the Section.
4. Special meetings of the Section may be called by the Executive Committee or upon written request of two hundred (200) Members.

#### **ARTICLE X. Quorum**

1. Fifty (50) Members in good standing shall constitute a quorum at the Annual Business Meeting.
2. A majority of the members of the Executive Committee shall constitute a quorum for transacting business.
3. The business of the Section shall be transacted by majority vote of those present unless otherwise provided in these Bylaws.

#### **ARTICLE XI. Nominations and Elections**

1. Candidates for any elective office may be nominated by a Nominations Committee or by Members. All candidates must be Members in good standing of the Section.
2. A Nominations Committee of two (2) Members shall be appointed annually by the Executive Committee.
3. The Nominations Committee shall prepare a ranked list of candidates for each vacant office. After review by the Executive Committee, the Nominations Committee Chair shall contact potential candidates from that list in order, to invite them to stand for election to the designated offices. Nominations cease when two (2) persons have agreed to run for each vacant office of President-elect, Secretary, Program Editor, At-Large members of the Executive Committee, Nominations Committee Chair, and one (1) person for each vacant office of Treasurer and Publications Director. These nominations shall be made known to Members at least thirty (30) days before the deadline for returning ballots as established by the Association.
4. Five (5) percent of the Members in good standing may nominate an additional candidate for any Section office, provided the nomination is received in writing by the Secretary at least one hundred twenty (120) days before the deadline for the return of ballots as established by the Association.
5. The Nominations Committee Chair shall inform the prospective nominee of the probable extent of the burden of the office. A nomination becomes effective only upon filing with the Nominations Committee Chair a statement of willingness and ability to devote such time to the affairs of the Section as necessary to the effective execution of office.

#### **ARTICLE XII. Balloting**

1. A Member in good standing shall be entitled to cast one ballot in any election or referendum.
2. Ballots shall be secret and returned to the Association in a signed envelope. The Executive Committee shall have the authority to examine the eligibility of any voter.
3. At least thirty (30) days shall be allowed for the return of ballots. Ballots must be received by the Secretary or a designee not later than the stated return date to be counted.
4. A service agency or the American Anthropological Association office may be designated to receive and/or to tally the votes and to certify the results to the Executive Committee.
5. The candidate receiving the most votes for a contested office shall be elected; the Executive Committee shall hold a run-off election within ninety (90) days to resolve all ties.
6. A referendum conducted by mail ballot of the Members shall be required for all formal resolutions binding upon the Section.

#### **ARTICLE XIII. Referenda**

1. A referendum may be conducted by mail ballot at any time upon initiation of the Executive Committee, and shall be conducted upon adoption of formal resolutions at the Annual Business Meeting or initiation of a petition signed by fifty (50) Members in good standing. A majority of votes received shall constitute a favorable vote.

#### **ARTICLE XIV. Finances**

1. The fiscal year of the Section shall be that of the American Anthropological Association.
2. The Section shall submit an annual operating budget to the American Anthropological Association Executive Board, which, when approved, shall govern Section activities.
3. The income from annual dues and from investments and others sources shall constitute a working fund, available for operating expenses consistent with the purposes of the Section.
4. No financial obligation in excess of funds available in the treasury shall be assumed by the Executive Committee or by any officer on behalf of the Section except that for the purpose of this section, estimated receipts from annual dues and other accounts receivable for the current year may be considered as available funds. Such estimates must be included in the annual budget submitted to the Association Executive Board for approval.
5. The Section may establish special funds to be administered by the American Anthropological Association for purposes the Section may designate.

#### **ARTICLE XV. Publication**

1. The *American Anthropologist* is the official publication of the Section.
2. The *Anthropology News* is the official newsletter of the Section.
3. The Section may institute additional publications subject to the approval of the Members and in compliance with the Bylaws.

#### **ARTICLE XVI. Amendment**

1. These Bylaws may be amended by the Members by mail ballot, provided that a proposed amendment is approved by two-thirds (2/3) of the votes cast.
2. Amendments may be proposed by the Executive Committee or by fifty (50) Members in good standing. The Executive Committee shall have the proposed amendment circulated to the Members and it shall allow thirty (30) days for the return of ballots.
3. The amendments and provisions of these Bylaws shall be effective immediately upon adoption or at a date specified in the proposed amendments and shall supersede and nullify all previous amendments and provisions.

