

SSPP By-Laws

Approved at the Society's 2004 Annual Business Meeting
At the SPEP meeting in Memphis, Tennessee
[October 28, 2004]

I - Committees

A- Governance and Committees:

The Executive Board of the Society is the body that administers the society, as outlined in Article III of the constitution, and is solely responsible for the governance of the society. In order to fulfill some of its own responsibilities as outlined in Article III.3 of the constitution, the Executive Board can form "committees" that will handle delegated responsibilities to be outlined in the society's by-laws.

B- Committees: Formation and Structure

The Executive Board will nominate two present or previous Executive Board members for a term of two years as committee "directors" (or "co-directors"). Other committee "members" could be nominated by the Executive Board, or appointed by the directors, to serve for a two-year term. The membership confirms the appointment of co-directors at the society's annual meeting. The procedure of confirmation entails discussion, expression of concerns, questions related to confirming or not confirming an individual committee chair, and concludes with a vote of yes or no for confirmation of individual nominees for committee chairs. Committees should be limited to up to 8 members, including at least two present or previous Executive Board members who are appointed as directors of the committee and could run the committee all by themselves. Two committees were recognized by the Executive Board of 2003-2004 as instrumental to the governance of the society: "Publications" and "Conferences." Other committees may be formed in the future and their names and descriptions should be added on the by-laws and voted upon by members after discussion. All committees operate under the oversight and report to the elected Executive Board of the society—which has the final authority on implementing decisions, or approving practices or recommendations of the committees. The committees report to the Executive Board and consult with them on major decisions and those decisions beyond the purview of what is assigned to them by members—and indicated in the by-laws. Directors of the committee also report to members at the annual business meetings. Members of the committees will provide counsel, advice, and assistance in the functioning of each committee, but final decisions of the committee are those taken through the consensus of the two elected directors. Decisions of the committee are implemented directly if they fall under the purview of the committee as described below, and a report to the Executive Board in a timely manner is sufficient overview. However, any decisions that are not directly related to the described responsibilities and tasks need to receive prior approval from the Executive Board before implementation.

C- Committees: Description and Purview

1) Committee on Publications: responsible for the issuing of the Call for Papers (CFP) for all the "regular meetings" of the society (currently APA and SPEP), and in conjunction with the committee's plans for publications. The committee also oversees the society's publications (books, book series, and journals), by collaborating with the managing editors of any such publications, and forming the skeleton of the editorial control over all society-related publications.

- A) Call for Papers (CFP): The committee drafts the "Call for papers" for the society's regular meetings, following its own plan of publications and the input of the membership, submits the

draft to the Executive Board for review, and coordinates the dissemination of the approved CFPs.

- B) B) Books and Book Series: While the committee will coordinate and supervise the publication of books (including edited volumes of essays or papers written by members) or book series reflective of the interests of the membership at large or related to the overall aims and goals of the society, the committee cannot enter into a contract for a book publication or a book series editorship on behalf of the society. Only individual members of the committee or individual members of the society can enter into a binding contract with publishers. The society can only support, academically or financially; endorse the content and/or the writers; and/or disseminate and encourage its members to contribute to and/or purchase a book publication. The committee can nominate one or more society members to be managing editor(s) of edited books, or it can nominate one or more individual member(s) to be elected or appointed as at-large editorial board member(s). The committee cannot have control of a book series but can support, endorse, disseminate or encourage contributions or purchases of a book series. At-large members representing the society on the editorial board of a book series will act in their professional capacity as scholars and will try, through their academic and scholarly involvement, to further the aims of the society.
- C) C) Journals: If the membership approves a long-term agreement to publish selected papers in a journal issue, the society's Executive Officers can represent the society at large and, following the constitutional procedures to acquire the approval of the membership, sign a binding contract in the name of the society that alone incurs the financial and moral obligation to abide by the aforementioned contract. If a contract is signed between the society and the editors of a journal, the publications committee will appoint one or more of its members to act in an editorial and/or advisory function and liaison to the journal editors.

2) Committee on Conferences: responsible for 1) the coordination of all the regular meetings of the society (once the CFP has been written and disseminated) and 2) for exploring, arranging, and setting up all the specially planned meetings or conferences of the society. The Committee will submit its proposed special meetings plans to the Executive Board, and will need approval for every conference/meeting set up in the name of the society.

- 1) 1) Regular Meetings: The committee will receive all papers and submissions; will collect them, inspect them, and blindly distribute those conforming to the CFP and exhibiting high standards of scholarship and research (established within and across the humanities and the social sciences) to members of the Executive Board and/or outside readers; will receive and tabulate decisions of the Executive Board members and/or outside readers; will submit the results and recommendations to the Executive Board and the Secretary-General. Once the Executive Board approves the selection of papers as proposed by the committee directors, the committee will inform submitters and will send out acceptance and rejection letters, whereby acceptance letters request return notification of ability and willingness to present from speakers before confirming participation and submitting all confirmed panel(s) to the Secretary-General to officially communicate to the APA or SPEP (or future partner organizations where the society will hold regular meetings).
- 2) 2) Special Planned Meetings: The committee explores, arranges, develops and finalizes special planned meetings by the society, whether these meetings will be held nationally or internationally, as long as they have not become regular meeting (i.e. annual meetings) with a regular CFP issued for it by the publications committee. Every meeting could have a different format, and it will be up to the directors of the committees, with the advice and assistance of any members, to write up special CFP or merely select panelists, in consultation with outside experts, when necessary. The committee would submit all papers presented at these special meetings to the publications committee to consider for publications. The Executive Board need to be informed of these planned panels and will give the final approval before confirming panels,

conferences, and sending out acceptance and rejection letters.

- 3) 3) Special Format Meetings: Some regular “format” for meetings held at regular or special planned society meetings will also fall under the purview of the committee, such as the meetings called “conversations” whereby panels set around the work of a particular author, are conducted in a “conversation” format between such author and one, two, or more interlocutors. The Executive Board needs to approve the “guest” of a particular conversations and needs to be informed of interlocutors and other plans related to this or other special format panels.