

RULES

RULE I

Section 1.

Annual membership dues shall be \$110. Dues for students shall be \$28, dues for post-doctoral and retired members shall be \$44. Dues for corporate members range from \$900 to \$2,200.

Section 2.

Bills for annual membership dues shall be mailed before October 30 preceding the year to which they apply, requesting payment to arrive not later than December 1. Second bills shall be mailed before the following March 1. Members whose dues are not paid will be kept on the membership list for one year. During the new annual billing cycle such members will receive bills for the unpaid dues of the current year plus dues for the following year. Members still in arrears on January 1 of this second annual billing cycle will be dropped from the membership list.

Section 3.

Members desiring to terminate their membership in good standing shall submit resignations to the ACA Headquarters.

Section 4.

Memberships shall begin on the day and month of which the application is processed and will end on December 31 of that year.

Section 5.

All of the publications of the Association issued during any calendar year for free distribution to the members shall be mailed to each member of the Association who pays dues for that year insofar as copies of the publications are still in print at the time of payment, unless they elect not to receive them.

Section 6.

Annual dues may be waived by vote of Council for a member or a former member who resigned in good standing who notifies the Treasurer in writing of current unemployment. A former member whose membership was terminated not in good standing may, by vote of Council, be reinstated with dues in arrears waived if the former member notifies the Treasurer in writing that failure to pay dues was the result of unemployment. A separate notification and a new vote of Council must be made for each subsequent year for which dues are to be waived. A member whose dues are so waived shall retain all the rights of membership.

Section 7.

A member who has retired from regular employment will be classed as a retired member upon notifying the ACA on retirement. The dues for a retired member shall be \$44. A retired member shall retain all the rights of membership.

RULE II: Meetings

Section 1.

Meetings shall be held at such times and places as designated by the Council. Notices of all meetings of the Association shall be mailed to the membership a reasonable time in advance.

Section 2.

A business meeting shall be held at least once a year in connection with the scientific meeting of the Association. Due notice of this meeting shall be given to the membership.

Section 3.

At all meetings of members for the transaction of business, a quorum shall consist of one-third of the members or fifty members, whichever shall be less, present in person or represented by proxy, except as otherwise provided by law.

Section 4.

All questions that must be referred to the whole membership, including election of officers and amendment of the Constitution, shall be decided by closed ballot at a meeting that is called for this purpose by an announcement and accompanying ballot-and-proxy form mailed to all members not less than six weeks prior to that meeting. The ballot-and-proxy form shall constitute a proxy when executed and returned by a member who will not attend the meeting in person, and it shall appoint the Secretary (or designated alternate) as the member's proxy to attend the meeting and to vote the ballot as the member has indicated thereon. Ballots shall be opened and counted at the meeting.

Section 5.

Any business meeting not held in conjunction with a scientific meeting shall be limited to the business specified in the proxy that shall have been mailed to all members prior to that meeting.

Section 6.

If a re-vote is necessary as provided in Article V, Section 4, of the Constitution, then, whether or not those present in person are sufficient in number to constitute a quorum, the meeting must be recessed to a later time to allow announcements and new ballot-and-proxy forms to be sent out to the whole membership and returned in the interim.

RULE III: Committees

Section 1.

The committees of the Association shall be: (a) the Nominating Committee, (b) Standing Committees and (c) Temporary Committees.

Section 2.

Standing Committees shall be those whose functions are of a more permanent nature, and shall be listed in the Rules, Section 6 below. These Committees shall report and, if necessary, make recommendations to the Council. While the investigative competence of the Standing Committees are unlimited, they are not to take actions involving the Association funds or prestige, nor use the Association name to solicit funds, nor commit the membership or the officers of the Association to a course of action without the approval of the Council.

Section 3.

Beginning January 1, 2001, each Standing Committee shall have four members, elected by the membership of the Association by letter ballot from a list of candidates submitted by the Council which may be supplemented by nomination from the general membership, signed by five members. Plurality vote shall constitute election. Members of Standing Committees shall each serve for a period of four years and shall be eligible for re-election but shall not serve for more than eight consecutive years. The chair shall be chosen by the Council from among the elected members. In the case of the formation of a new Standing Committee the initial members shall be elected for two, three and four years.

Section 4.

In the case of a vacancy on any Standing Committee, the remaining members of the Committee may, with the approval of the President, appoint another member to fill the unexpired term.

Section 5.

Standing Committees may appoint subcommittees to assist them when necessary.

Section 6.

The Standing Committees of the Association shall be:

- (a) Communications Committee
- (b) Continuing Education Committee
- (c) Data, Standards and Computing Committee

Section 7.

All committees whose functions are of a limited nature only shall be classed as Temporary Committees and shall be appointed by the President. Any such Committee shall cease to exist immediately following its final report at a business meeting of the Assn., or at the end of the calendar year in which it is appointed, whichever is sooner, unless another term is specified at the time of the appointment.

RULE IV: National Divisions

Section 1.

Areas currently authorized to organize as National Divisions are Canada, Latin America and United States of America.

Section 2.

Any other country or group of countries may apply to Council for permission to organize as a National Division. After consideration of the proposal, Council will submit the proposal as an amendment to the Rules.

Section 3.

An authorized area may organize as a National Division by adopting by-laws which shall take effect as soon as they are approved by the Council of the Association. In any question of interpretation, the By-laws of the Association shall take precedence over those of the National Division.

Section 4.

Each National Division is responsible for nominating and electing a National Division Representative to the Council of the Assn. In addition its activities may include, but are not limited to, organizing meetings of its members.

Section 5.

Elections for the officers of a National Division shall occur at the same time as the election of the Association's officers.

Section 6.

No officer or member of a National Division shall take action involving the Association's funds or prestige, nor use the Association's name to solicit funds, nor commit the membership or officers of the Assn. to a course of action without the prior approval of the Council .

RULE V: Scientific Interest Groups

Section 1.

Scientific Interest Groups may be established by the Council on the petition of a group of members in good standing.

Section 2.

The activities of a Scientific Interest Group may include, but are not limited to, organizing sessions at the scientific meetings of the Association and organizing business meetings of their members.

Section 3.

Any member of the Association may become a member of one or more Scientific Interest Groups by notifying the Membership Secretary of the Association.

Section 4.

Each Scientific Interest Group shall adopt its own by-laws which shall take effect as soon as the by-laws are approved by the Council of the Association. In any question of interpretation, the by-laws of the Association shall take precedence over those of the Scientific Interest Group.

Section 5.

Scientific Interest Groups shall elect their officers at the same time as the election of the Association's officers. If the chair of any Scientific Interest Group is unable to act, the President may appoint a replacement to act until the next election.

Section 6.

No officer or member of a Scientific Interest Group shall take action involving the Association's funds or prestige, nor use the Association's name to solicit funds, nor commit the

membership or officers of the Association to a course of action without the prior approval of the Council of the Assn.

RULE VI: Election of Officers

Section 1.

Ballot-and-proxy forms naming the nominees for officers and new members of existing Standing Committees and nominees for officers of Scientific Interest Groups and National Divisions shall be mailed to the membership during September. In order to be included on the ballot, properly qualified nominations from the membership shall be received by the Secretary not later than August 15.

RULE VII: Affiliated Groups of the Association

Section 1.

Each Affiliated Group (see Constitution, Article III, Section 3) shall appoint a representative and pay an annual membership fee of twice the individual membership dues. The representative shall receive all Association mailings and keep the members of the Affiliated Group informed on Association matters. The regular Association notices shall contain such news of Affiliated Groups as is supplied by their representatives, suitably edited by the Assn. Secretary.

RULE VIII: Amendments

Section 1.

An amendment to these Rules may be proposed either by the Council or by any member with the approval of a second by some other member.

Section 2.

These Rules may be amended or suspended by a two-thirds affirmative vote of the members present in person or by proxy at any duly announced meeting of the Association.