

# **Bylaws for the Lesbian, Gay, Bisexual, Transgender, and Queer Caucus of the American Political Science Association**

## **Article I. Name**

The name of this organization shall be the Lesbian, Gay, Bisexual, Transgender, and Queer Caucus of the American Political Science Association (LGBTQ Caucus-APSA).

## **Article II. Purpose**

The purposes of this not-for-profit organization are:

- A. To promote and facilitate the study of sexual and gender diversity studies in political science and related disciplines.
- B. To combat discrimination against and provide support for LGBTQ faculty, students, and professionals in political science departments, as well as in society.
- C. To encourage the application of the skills of political scientists to the promotion of equal opportunities for LGBTQ people.
- D. To promote and facilitate the development of methods conducive to LGBTQ study of sexual and gender diversity.
- E. To promote the recruitment of new members who identify as LGBTQ or are allies, with particular attention to groups that are historically underrepresented in the academy.

## **Article III. Membership and Dues**

Anyone can be a member of the LGBTQ Caucus. People who have active APSA membership can affiliate with the LGBTQ Caucus through joining the caucus as one of the affiliated groups of APSA. Non-members of APSA can be a member of the LGBTQ Caucus by participating in meetings, events, and social media networks of the caucus.

Membership does not require a due or a payment. However, voluntary submission of dues is strongly encouraged. For those who have more resources, we hope you would contribute more.

Income	Recommended contribution
\$0-19,999	\$5
\$20,000-\$34,999	\$10
\$35,000-\$54,999	\$15
\$55,000-\$84,999	\$25
\$85,000 and up	\$35

## **Article IV. Officers**

- A. All officers of the LGBTQ Caucus-APSA shall be members of the LGBTQ Caucus-APSA.

- B. All officers shall be willing to be publicly identified as such by full names and academic affiliation.
- C. The officers of the LGBTQ Caucus-APSA shall be as follows: Chair, Program Chair, Program Chair-elect, Communications Officer, and Financial Officer.
- D. The term of office shall be one year, with elections for Program Chair-elect, Communications Officer, and Financial Officer held at the annual business meeting. Those elected will immediately assume their duties. When possible, no person shall serve in the same elective position for more than one consecutive term. The slate of officers should represent the diversity of the caucus.
- E. The officer duties shall be as follows:
  - i. Chair. To serve as spokesperson for the organization; to recommend to the LGBTQ Caucus-APSA the formation of ad hoc committees, in consultation with the Executive Council; to liaison with members of the APSA LGBTQ Status Committee; to liaison with similar divisions and caucuses in other disciplines; to prepare a report on the activities of the LGBTQ Caucus-APSA during the preceding year for presentation at the annual business meeting; and to serve as a mentor to the Program Chair and Program Chair-elect.
  - ii. Program Chair. To serve as spokesperson for the organization upon the request of the Chair; to assist the Chair at the Chair's request; to organize panels for the APSA annual meeting representative of diverse issues within LGBTQ communities, in consultation with the Program Chair of the Sexuality and Politics Division as well as similar divisions or caucuses; to broadly solicit paper proposals for the subsequent APSA annual meeting; to serve as a mentor to the Program-Chair elect, and to serve as Chair of the LGBTQ Caucus-APSA in the subsequent year.
  - iii. Program Chair-elect. To provide assistance to the Chair and Program Chair as needed, to learn the responsibilities of the Program Chair, and to serve as Program Chair of the LGBTQ Caucus-APSA in the subsequent year.
  - iv. Communications Officer. To maintain records of all meetings and correspondence of the organization; to compile and revise as needed a membership list; and to retain a permanent file of the records and publications of the LGBTQ Caucus-APSA.
  - v. Financial Officer. To collect dues, pay bills, and handle the organization's financial affairs at the direction of the Chair.
- F. In the rare case of mid-term vacancies, positions shall be filled by appointment by the Executive Council, after soliciting statements of interest from LGBTQ caucus members.
- G. The Executive Council
  - i. The Executive Council shall consist of all current officers of the organization.
  - ii. The Executive Council may be called into session by the Chair, or contacted by the Chair to act on important matters arising between annual meetings.
  - iii. A quorum for executive council meetings shall be three. However, consultation with as many elected officers as possible is encouraged. When electronic or

written communication is used, action can be taken when a majority of those responding indicates approval within a reasonable time limit.

#### Article V. Procedures for Ratification

- A. These bylaws shall be presented electronically to the LGBTQ Caucus-APSA membership for ratification no later than October 1, 2020.
- B. Proposed amendments to these bylaws shall be presented in writing by any three members of the LGBTQ Caucus-APSA at the annual business meeting. If a simple majority at that meeting votes to recommend them, the amendments shall be submitted by electronic mail to the entire membership by the Executive Council within four weeks of the business meeting. A simple majority of votes cast by a specific date set by the Executive Council--no more than 2 weeks after mailing—shall constitute the deciding vote on the amendment. The communications officer will maintain a record of the vote.