**BY-LAWS**

**APSA Migration and Citizenship Section**

I. Name of the Section

The name of the section is the Migration and Citizenship Section of the American Political Science Association (APSA).

II. Purpose of the Section

The purpose of the Section is to bring together political scientists working on issues of migration and citizenship, promote teaching and research in the field, and encourage communication among political scientists and scholars of migration and citizenship in related disciplines, including policy and other professionals, domestically and internationally.

III. Governance of the Section

1. The Section will be governed by an Executive Council consisting of two Presidents, two Program Chairs, Secretary, Treasurer, Newsletter Editor, and a six-member Executive Committee. At least two of the six Executive Committee members shall be graduate students. The Section shall also consist of the following standing committees: Awards Committee.
2. The duties of these officers and standing committees are:

***Co-Presidents***: Schedule and preside at the Section meetings at the Annual Meeting of APSA

and meetings of the Executive Council; convene and participate in an elections committee for

Section officers and standing committees; represent the Section as requested by the Executive

Council in dealings with other academic associations and organizations; serve as a liaison

between the Section and APSA as a whole; and take other actions requested by the Executive

Council or that are in the interest of the Section.

***Co-Program Chairs***: Organize section panels at the annual meetings as requested by the APSA Executive Council and APSA Program Chairs; and schedule all appropriate section meetings and receptions at the annual APSA meetings.

***Secretary***: Record the minutes at meetings of the Executive Council and Annual Section

Meeting; maintain a record of the minutes from previous meetings; develop and maintain the

Section’s database, mailing list, e-mail listserv, and APSA Connect site; receive petitions from Section members to put issues on the agenda of the Annual Section Meeting; and communicate relevant information to the membership.

***Treasurer***: Maintain the financial records of the Section; communicate relevant financial

information to the membership; and prepare an annual report for presentation to the Executive Council, Section membership, and APSA.

***Newsletter Editor***: Publish two newsletters per year, normally in December/January and

June/July; ensure that archived newsletters are posted on the Section and/or APSA Connect site.

***Executive Council***: Fill all vacancies in any office including its own membership when vacancies occur before the end of the term until the next election; audit the annual report of the Treasurer; in September, identify appropriate members for the standing committees; propose amendments to the Section’s by-laws or receive petitions for changes in the by-laws; change the duties of the standing committees; make decisions and recommendations for any other business of the Section; and interpret the Section’s by-laws.

***Awards Committee***: Designate annual awards for the best scholarship on migration and

citizenship (e.g., dissertation, book, article, chapter, conference paper). The Executive Council will decide details.

***Mentorship Committee***: Sponsor activities that will assist graduate student members and junior scholars in their efforts to develop promising research, complete graduate school requirements, find appropriate publication outlets, and obtain academic, public, or private employment.

1. The selection of Executive Council members shall proceed as follows:
2. In even years, one co-President, Secretary, Newsletter Editor, and three Executive Committee members are up for election. In odd years, one co-President, Treasurer, and three Executive Committee members are up for election. The Executive Council shall appoint the two Program Chairs and standing committee members annually.
3. Executive Council members can seek re-election without a break in service.
4. Offices that become vacant prematurely shall be added to the list of vacancies, with the term of that office expiring as scheduled.
5. In January, the co-Presidents establish an elections committee consisting of themselves and at least three other section members, representing the diverse interests of the Section. No candidate for office shall be a member of the elections committee.
6. In February, the elections committee solicits the membership for nominations, aiming to include the diverse interests of the Section. The call for nominations will be sent to all Section members. Any Section member may nominate or self-nominate for any vacant office. Nominations shall close at the end of March. The elections committee shall ensure that there is at least one graduate student candidate for the Executive Committee and that at least one position is contested. All candidates, including those for uncontested positions, shall provide the elections committee with a statement for circulation to the membership.
7. Candidates standing for officer positions that are contested are also automatically included on the list of Executive Committee candidates unless they expressly wish otherwise.
8. In early April, the elections committee circulates candidate statements to all Section members. The elections committee supervises an election in late April and/or May. Every Section member shall be entitled to vote. For Executive Committee positions, Section members may cast any number of votes up to the number of vacancies.
9. Executive Committee vacancies are filled by the candidates with the highest number of votes, except that candidates elected as officers are dropped from the list and that at least one vacancy must be filled by a graduate student. If a graduate student does not otherwise receive sufficient votes, the graduate student candidate with the highest number of votes is elected. In the case of an unanticipated vacancy, the graduate student candidate with the highest number of votes is elected to a two-year term and another candidate serves the one year term, so that there are always at least two Executive Committee members elected as graduate students. Executive Committee members elected as graduate students who cease to be graduate students following their election shall nonetheless be entitled to serve out their term.
10. Questions or conflicts regarding any election shall be settled by the Executive Council.
11. The elections committee shall inform the Membership of the election outcomes via a section listserv or APSA Connect.
12. A quorum of 10% of the section membership is required for the election to be valid
13. The terms of Executive Council members are as follows:

- Co-Presidents: staggered two-year terms

- Co-Program Chairs: one year

- Secretary, Treasurer, Newsletter Editor: staggered two-year terms

- Executive Committee members: staggered two-year terms

- Standing Committees: one year

IV. Membership in the Section

1. All members of the American Political Science Association are eligible for membership in this Section.
2. Associate membership in the Section is available to all non-APSA members who share an interest in Migration and Citizenship. Associate members may receive all benefits and services of regular members except that they may not participate in the election of officers or serve as officers.
3. Membership in the Section is established by payment of annual Section dues to APSA.
4. The dues for members and associate members will be set by the Executive Council at the level necessary to cover expenses for elections and other services provided by the Section.

V. Amendments to the By-Laws

Amendments to these by-laws may be proposed by the Executive Council, by a majority vote of the

participants at the Annual Section meeting, or by a petition containing the names of 25 percent of the

members of the Section submitted 30 days prior to the Annual Section meeting. Amendments should

be voted upon by email ballot. Amendments to the by-laws become effective immediately after

approval by two-thirds of the Section members returning their email ballots.