

American Oriental Society

Western Branch

established 1951

PROCEDURES OF OPERATION

1. Governance. The Western Branch of the AOS shall be governed by an Executive Committee consisting of seven voting members and one non-voting member as follows: voting members shall be the President, Vice-President, immediate past President, and four additional members; the non-voting member shall be the Secretary-Treasurer.
2. Terms of Office. The President, Vice-President, and immediate past President shall hold their positions for two years. The additional members of the Executive Committee shall serve for three years each, in staggered terms such that no more than two of the four positions shall become vacant in a single year. The Secretary-Treasurer shall serve for five years.
3. Responsibilities of the Officers. The President shall chair all meetings of the Western Branch, general plenary and restricted sessions alike, and shall have the usual and customary powers and authority that are normally invested in the President of such an organization. The Vice-President shall replace the President whenever the latter so requests, or otherwise cannot fulfill his/her duties for any reason. The Executive Committee shall be charged with the responsibility for nominating candidates for office that become vacant, and must nominate from outside of the Executive Committee itself. Apart from this, the Executive Committee shall govern the Western Branch by considering all matters that come before it, decisions to be made by a simple majority vote. The Secretary-Treasurer shall be responsible for keeping all Western Branch records, financial and business alike, and for maintaining communications between the Executive Committee and the membership at-large. In particular the Secretary-Treasurer each Spring shall announce the venue for the Fall meeting, together with an invitation to attend and a solicitation of papers to be presented. At the same time the Secretary-Treasurer shall announce the nominations from the Executive Committee for all positions expected to become vacant in the Fall, and shall invite further nominations by mail or from the floor from the membership at-large.
4. Procedures for the Nomination and Installation of New Officers. The Vice-President shall automatically succeed to the Presidency upon the completion of the President's term. Nominations for all other positions shall come from the Executive Committee as specified above, or from the membership at-large as follows: by mail in the form of a letter from any member in good standing, seconded by a second letter from another member (letters to be delivered to the Secretary-Treasurer); or from the floor at the annual business meeting prior to the vote, seconded by voice. The Secretary-Treasurer shall present the names of all properly nominated persons at the business meeting, and a show of hands vote shall be taken for each position, a simple majority being sufficient to decide each contest. When there is only a single nominee for a given position, a show of hands vote shall be sufficient to elect that nominee. Newly elected officers shall assume their positions with the close of the business meeting at which they were elected.

Ratified by the membership at-large, Fall 1987; adopted at the annual meeting, November, 1987, and effective from that date.