

# INTERNATIONAL LINGUISTIC ASSOCIATION

## CONSTITUTION

### Article I: Name and Purpose

1. The name of this Association shall be the International Linguistic Association (herein referred to as “the Association,” formerly the Linguistic Circle of New York/Cercle Linguistique de New York).
2. The purpose of this Association shall be the encouragement of research in theoretical and applied linguistics through (a) the holding of public meetings and conferences, (b) the publication of a journal (*WORD*) and books, and (c) other activities directed toward this end.

### Article II: Membership and Institutional Affiliation

1. There shall be two types of affiliation: (i) individual, and (ii) institutional. Individual affiliation shall be divided into one of the following categories of membership: (a) regular members, (b) student members, (c) joint members, (d) retired members, and (e) honorary members.
2. A member may be in good standing or not in good standing, as provided in Article II of the Bylaws.

### Article III: Officers

1. The regular officers of the Association shall be: a President, a Vice-President, a Treasurer, and a Secretary. At the option of the Executive Committee, honorary officers may be designated.
2. The officers shall be elected annually, as provided in Article VIII. Their terms of office begin on 1 June.
3. The President and Vice-President shall serve for a term of one year. Either or both may be reelected, but neither may serve more than three consecutive terms. After a lapse of three years, a former President or Vice-President may again be elected to that office.

### Article IV: Executive and Other Committees

1. The Executive Committee shall consist of the officers of the Association enumerated in Article III, Section I, and not fewer than ten nor more than fifteen other members, the number to be determined by the Executive Committee. Members of the Editorial Board of *WORD*, who are voting members of the ILA Executive Committee, are excluded from the count of fifteen. At least two members of the Executive Committee shall be from outside the United States and its territories. In addition, honorary or emeritus/a board members may be appointed at the discretion of the board.
2. The members of the Executive Committee who are not officers of the Association shall be elected annually. Their terms of office begin on 1 June. Standing and other committees shall be appointed by the President, with the concurrence of the Executive Committee.
3. If a member of the Executive Committee residing within commuting distance from the place where the meetings are held is absent from three consecutive meetings without informing the President or Secretary beforehand, the Executive Committee may declare his/her seat vacant.

## Article V: Duties of Officers

### 1. The President:

(a) is the official representative of the Association and is responsible for overseeing the affairs of the Association, subject to this Constitution and Bylaws and to pertinent resolutions of the Executive Committee;

(b) shall preside at meetings of the Association and of the Executive Committee; in the absence of the President, one of the other officers shall preside, in the order of precedence of Vice-President, Treasurer, and Secretary.

2. The Vice-President shall perform such additional duties as the President or Executive Committee may assign.

### 3. The Treasurer shall:

(a) have custody of the funds of the Association, and maintain them in an account or accounts in the name of the Association;

(b) keep records of the receipts, disbursements, and other financial transactions carried out in the name of the Association;

(c) maintain records of the members and subscribers of the Association;

(d) receive payments from members and subscribers for deposit to the Association's accounts;

(e) make payments to creditors of the Association under such conditions as the Executive Committee may impose;

(f) report on the financial condition of the Association at regular intervals, or as the Executive Committee may direct;

(g) serve as Business Manager of *WORD*; and

(h) perform such additional duties as the Executive Committee may assign.

### 4. The Secretary shall:

(a) keep the minutes of all meetings of the Association and of the Executive Committee;

(b) be responsible for the occasional correspondence of the Association, as the President or Executive Committee may direct.

5. The officers may assign specific duties to consultants as approved by the Executive Committee.

#### **Article VI: Powers of the Executive Committee**

1. Between Annual Business Meetings, all administrative duties and powers of the Association shall be vested in the Executive Committee.

2. The Executive Committee shall have the power to fix the annual dues for the several categories of affiliation.

3. The Executive Committee may arrange general meetings of the Association at regular intervals for the reading of papers and other activities. The Association, through the Executive Committee, may also sponsor linguistic conferences to be held when and as the Executive Committee may direct.

#### **Article VII: Meetings**

I. At least one meeting of the Association shall be held every year, to be known as the Annual Business Meeting, at a time and place set by the Executive Committee. At this meeting, the president shall report to the membership on the state of the Association.

2. At any Annual Business Meeting of the Association, twenty members in good standing, at least one of whom is an officer, shall constitute a quorum. At meetings of the Executive Committee, any six members of the Committee, at least one of whom is an officer, shall constitute a quorum.

3. Notice of any Annual Business Meeting shall be sent to all members in good standing at least twelve days prior to the date of the meeting. Notice of any meeting of the Executive Committee shall be sent to all members of the Executive Committee at least twelve days prior to the date of the meeting.

#### **Article VIII: Elections**

1. The Election Committee shall consist of three persons elected in successive years, each for a term of three years, so arranged that no two terms begin in the same year. The member who has served for two years shall become chair during his/her third year.

2. The Election Committee shall be responsible for the conduct of elections for officers and additional members of the Executive Committee. It shall post on the ILA website a slate consisting of one nomination for each officer and additional members of the Executive Committee, and one member of the Election Committee to replace the outgoing member. Further nominations may be made in writing at least two weeks before the Annual Business Meeting to the Election Committee by any member in good standing, provided that every such nomination be supported by at least five other members in good standing.

3. If no additional nominations are made by individual members, the President may authorize the Secretary to cast a single vote for the slate in behalf of the electors. If additional nominations are made by individual members, then the Election Committee shall post on the ILA website a slate composed of all nominees that have met the criteria for nomination, whether nominated by the Election Committee or by individual members. If the slate includes nominations by individual members, the election shall be by secret ballot at the Annual Business Meeting. Only members in good standing in attendance at the Annual Business Meeting may vote. Those nominees receiving the highest number of votes cast for their respective offices shall be declared elected. In case of a tie, the Executive Committee shall cast one vote for one of the candidates.

4. The chair of the Election Committee shall inform the incumbent President of the results of its nominations, of its solicitation of additional nominations, and of the election, if held. The incumbent president shall post the results of the election on the website not later than the first of May.

5. Any vacancy on the Executive Committee may be filled with an appointment by the Executive Committee.

#### **Article IX: Publications**

1. The Association shall issue a journal, entitled WORD, at intervals to be fixed by the Executive Committee. Monographs, special publications, supplements to WORD, and other publications of the Association may also be authorized by the Executive Committee.

2. Institutional and individual nonmember subscription rates to WORD and prices of single issues of WORD and of its supplements, as well as monographs and special publications of the Association, shall be fixed by the Business Manager, with the approval of the Executive Committee.

3. The Executive Committee shall appoint a Board of Editors, who shall have joint responsibility for the production of WORD. There shall be at least three editors, one to be designated by the Executive Committee as Managing Editor and another as Book Review Editor. The term of each editor shall be three years, renewable at the option of the Executive Committee.

### **Article X: Amendments to Constitution**

1. An amendment to this constitution or to the Bylaws, proposed by five members in good standing, shall be considered by the Executive Committee. If approved by a majority of the members of the Executive Committee, it shall be submitted to all members in good standing to be voted on at the next Annual Business Meeting. If ratified by two-thirds of those voting, it shall become effective.

## **BYLAWS**

### **Article I: Agenda**

The order of business at a meeting of the Executive Committee shall normally be: 1) call to order, (2) approval of minutes of previous meeting, (3) communications and correspondence, (4) committee reports, (5) old business, (6) new business, and (7) announcements and items of general interest.

### **Article II: Rights and Privileges of Members**

1. Persons may become members of the Association upon acceptance of their applications by the Executive Committee and payment of dues for the current calendar year.
2. During any calendar year for which a member shall fail to pay the annual dues, that person shall cease to be a member in good standing and shall lose the right to receive the journal, to vote, and to hold office. A member failing to pay dues for two successive years shall, at the option of Treasurer, forfeit membership in the Association. Upon payment of dues for the current calendar year and for the calendar year immediately preceding, that person shall be reinstated by the Treasurer as a member in good standing with all privileges.
3. Regular membership includes the right to receive the journal, to vote in elections for officers and members of the Executive Committee of the Association, and to hold office. However, no member may be elected to any office who has not been a member in good standing for at least three consecutive years prior to the year in which the term of that office begins. Student membership shall rest upon the condition of being a full-time student pursuing courses toward an academic degree; such membership shall confer all rights except the right to vote and to hold office. Joint membership confers upon two members the right to receive one journal; both parties in such a membership shall have the right to vote and to hold office. Institutional affiliation shall confer the right to receive the journal, but not the right to vote or to hold office.

### **Article III: Specific Duties of the Treasurer**

The specific duties of the Treasurer shall be the following:

1. to handle all orders and invoices, including sending annual invoices to individual members and

institutions and sending invoices to publishers represented in the book exhibit at the annual conference;

2. to handle all correspondence of a financial nature;
3. to handle the granting of requests for permission to reprint material from WORD, in consultation with the Managing Editor of WORD and the President;
4. to be responsible for registration at the annual conference; and
5. to see that additions, deletions, and other changes are incorporated regularly on the list of members in good standing.

#### **Article IV: Responsibilities of the Managing Editor of WORD**

The Managing Editor shall (a) serve as Chairman of the Board of Editors, (b) be responsible for the flow of manuscripts through the production process, (c) see that the receipt of manuscripts is acknowledged, (d) maintain a record of the disposition of each manuscript received, (e) maintain a regular publishing schedule, and (f) submit a written report to the Board at least once a year.

#### **Article V: Amendments to Bylaws**

An amendment to these Bylaws may be proposed by any five members of the Association in good standing, who may also be officers or other members of the Executive Committee. If the proposed amendment is approved by a majority vote of the Executive Committee, it shall be submitted by the Election Committee for ratification by members in good standing who are present at the next Annual Business Meeting. If ratified by a majority of members voting, it shall become effective.

#### **Article VI: Parliamentary Rules**

The most recent edition of Robert's Rules of Order shall govern the Association in its parliamentary procedure in all cases in which such rules are applicable and not inconsistent with this Constitution and its Bylaws.

Approved by the ILA Membership

April 16, 2011