

SOUTHERN ASSOCIATION FOR WOMEN HISTORIANS

Bylaws

Preamble

The Southern Association for Women Historians originated in 1970 at the annual meeting of the Southern Historical Association in Louisville, Kentucky, and first adopted formal bylaws at the 1974 annual meeting of the Southern Historical Association in Dallas, Texas.

Article I

The name of the organization is the Southern Association for Women Historians (SAWH).

Article II

The purposes of the Southern Association for Women Historians are: (1) to advance the status of women in the historical profession in the South; (2) to provide communication among women historians regarding issues of professional concern; (3) to stimulate interest in the study of southern history and women's history; and (4) to publicize and promote issues of concern to the SAWH membership.

Article III

Membership in the Southern Association for Women Historians is open to all interested historians and graduate students in history. Institutions and other historical organizations may also join and may exercise and enjoy all the benefits and privileges of individual members except changes in dues or the conditions and categories of membership must be approved by the Membership at the annual meeting or by written ballot.

Article IV

The Southern Association for Women Historians convenes annually during the Southern Historical Association meeting. Other arrangements, however, are possible if recommended by the Executive Council and approved by the Membership.

Article V

The Southern Association for Women Historians publishes a newsletter three times during each calendar year and may choose to print other materials of interest to the Membership.

Article VI

The Southern Association for Women Historians sponsors the Willie Lee Rose Publication Prize in southern history, the Julia Cherry Spruill Publication Prize in southern women's history, the A. Elizabeth Taylor Publication Prize in southern women's history, the Jacquelyn Dowd Hall Prize for the two best papers presented by graduate students at the triennial Southern Conference on Women's History sponsored by the SAWH, and the Ann Firor Scott Midcareer Fellowship. a

stipend to an advanced assistant, associate, or full professor working on a second, third, or fourth book project that will contribute significantly to the field of southern women's history.

Article VII

Section 1. The officers of the Southern Association for Women Historians are: President, First Vice-President, Second Vice-President, Immediate Past President, Secretary, and Treasurer. The officers of the SAWH shall be members of the Southern Association for Women Historians and the Southern Historical Association.

Section 3. The Organization shall be governed by an Executive Council composed of the President, First Vice-President, Second Vice-President, Immediate Past President, Secretary, Treasurer, and five at-large council members. Three at-large council members will be selected from the general membership and two members will be graduate students. The Second Vice-President and the three at-large council members shall be elected from a slate of two candidates for each office. At-large council members representing the general membership shall serve staggered three-year terms. One at-large council member will be elected each year. Graduate Student Council Members shall serve staggered two-year terms. One graduate student member will be elected each year. All other terms are for one year except those of the Secretary and the Treasurer, who are named by the Executive Council for terms of five years subject to reappointment. In the event of an unexpired term, the President in consultation with the Executive Council is empowered to fill the position.

Section 4. The Executive Council generally convenes on the afternoon preceding the annual meeting of the Association. Announcements of meetings should be published well in advance, usually in the Newsletter that immediately precedes the scheduled meeting. In extraordinary situations the Executive Council may need to conduct business by correspondence or telephone. Duties of the Executive Council generally include routine governance of the Organization and such specific assignments as assisting with the preparation of the agenda for the annual meeting and naming the Secretary and the Treasurer as terms expire or vacancies occur. Meetings are open to all members of the Southern Association for Women Historians, but votes in Executive Council meetings may be cast only by the regular members of said council as specified in Section Three.

Section 5. Standing committees include: Awards, Finance, Graduate Studies, Membership, Mentoring, and Nominating. The President appoints the committees for terms of one year, except for Nominating, which is appointed by the Immediate Past President. Members of these committees may be reappointed for successive terms and may serve on more than one committee. The number serving on a particular committee is left to the discretion of the President and respective chairperson.

Section 6. Chairpersons of standing committees attend Executive Council meetings and present their reports. Any individual member of the Southern Association for Women Historians may also attend or request time to present a view pertaining to organizational business. Any item of business to be put before the Executive Council should be submitted in writing to the President no later than one month before this meeting is to occur so that it can be included on the agenda and allow adequate consideration by members of the Executive Council prior to the formal meeting.

Section 7. The professional residence of the Secretary-determines the headquarters of the Southern Association for Women Historians which is therefore subject to the possibility of change every five years. The candidate(s) for this position must submit a letter demonstrating the

commitment and support of her institution or business or her personal commitment to provide an office as well as filing, stenographic, and computer services. Financial arrangements between the supporting institution, business, or individual and the Southern Association for Women Historians should be set forth in a letter of agreement prior to the onset of the five-year term. It is the responsibility of the Secretary to maintain the working files of the SAWH and conduct the financial affairs of the organization, among them management of the prize funds and the SAWH endowment, in consultation with the Treasurer and the Executive Council and Finance Committee.

Section 8. The Treasurer shall serve a five-year term, to coincide with that of the Secretary's.

Section 9. Duties of the President include but are not limited to appointment of committees, preparation of the agenda for the Executive Council meeting, and conducting the Executive Council meeting and the annual business meeting of the SAWH. The President in consultation with the Secretary, Treasurer and the Finance Committee shall prepare a budget and submit it to the Executive Council for action at its annual meeting. The President, with the Executive Council serving in an advisory capacity, acts as official spokesperson of the SAWH.

Section 10. Duties of the First Vice-President include but are not limited to planning the annual business meeting in cooperation with the President and assisting the Finance Committee with the performance of its responsibilities.

Section 11. Duties of the Second Vice-President include but are not limited to compiling a list of the service of members in a given year; putting together a session and submitting it for consideration of the Program Committee of the Southern Historical Association by that committee's stipulated deadline; and reviewing the SAWH web site quarterly.

Section 12. A board of six editors, appointed by the President from among senior SAWH members, shall work in an advisory capacity with the President and Executive Council to appoint editors and review proposals, budgets, and timetables for all SAWH-sponsored publications. The board shall also work to ensure that the organization maintains an excellent working relationship with the University of Missouri Press, the SAWH publisher of record. In consultation with the director of the Press, a board member will be available to serve as an outside reader for each SAWH volume submitted to the Press. The board will work with the authors or editors in charge of the conference volumes and all other publications to ensure that deadlines are met and that the content and quality of the manuscript represents the organization well. The board should work with the author/editor of each SAWH publication to develop a schedule and a budget for each publication and should be kept apprised of the progress of SAWH publications. Board members will serve staggered four-year terms, with three members rotating off every two years.

Section 13. The SAWH will hold a Southern Conference on Women's History every three years.

Article VIII

Amendments to this document must be approved by the Membership. They may be initiated by a simple majority of the Executive Council or a petition from one-half of the Membership. Approval requires support of two-thirds of the Membership, in assembly or by correspondence, who cast votes.

Article IX

This document becomes effective if approved by the Executive Council and the Membership at the 1985 annual meeting in Houston, Texas, or by some other procedure to be determined by the Executive Council. Implementation of provisions herein will commence immediately upon ratification.

Revised Bylaws as adopted November 1985, with amendments approved November 1986, March 1994, November 1994, November 1997, and June 2001.