

## **NAPA Bylaws**

### **Bylaws of the National Association for the Practice of Anthropology:**

#### **Section of the American Anthropological Association**

(Adopted April 2017, replacing Bylaws of October 2006)

#### **Article I. Name**

1. The Section shall be known as the National Association for the Practice of Anthropology (NAPA), a section of the American Anthropological Association.

#### **Article II. Purposes**

1. The purpose of NAPA shall be to represent the practice of anthropology and the interests of practicing anthropologists within the American Anthropological Association, to other organizations, and to the general public, and to further the practice of anthropology as a profession, and as an applied discipline.

#### **Article III. Powers**

1. NAPA shall be autonomous in all matters within its field that are not reserved by the Bylaws of the American Anthropological Association's interests, or prohibited by law.
2. NAPA shall have an elected President, President-elect, Past President, Secretary, and other elected or appointed officers as set forth in these Bylaws.
3. NAPA shall have a standing Treasurer, appointed and confirmed by the NAPA Governing Council.
4. NAPA is empowered to determine membership dues.
5. NAPA shall determine voting requirements on all Division/Section matters.
6. NAPA may engage in publishing, program, and other activities, appoint editors, committees and other agents, and set publication, program, and other policies appropriate to its purposes.
7. NAPA shall adopt and maintain Bylaws or Rules of Procedure consistent with American Anthropological Association Bylaws. NAPA shall file with the American Anthropological Association Secretary a copy of its current Bylaws.

#### **Article IV. Membership**

1. Membership in NAPA shall be open to any member in good standing of the American Anthropological Association who supports the above purposes, subject to the payment of dues stipulated by the Governing Council of NAPA.
2. A Member in good standing shall be eligible to hold elective or appointive office, participate in the program, receive publications, and have one vote in nominating and electing officers and the transaction of other business of the Section.
3. For just cause, a Member may be deprived of membership by a majority vote of the Governing Council, subject to appeal to the Members at the NAPA Annual Business Meeting. Membership categories, as approved by the NAPA Governing Council, will be in congruence with those of the AAA.

## **Article V. Dues**

1. The Governing Council shall set the annual dues of Members and may establish rates for special categories.
2. Any Member in arrears in the payment of dues shall lose all membership privileges.

## **Article VI. Officers**

1. The officers shall be a President, President-elect, Part President, Secretary, and Treasurer.
2. The President shall be the presiding officer of NAPA and, should NAPA be entitled to such representation, its first representative to the Executive Board of the American Anthropological Association and its representative to the Section Assembly of the American Anthropological Association.
3. The President-elect shall assume the duties of the President in the event of absence, death, resignation or incapacity of the President and shall succeed to the office of President at the expiration of the term as President-elect. The President-elect shall be NAPA's second representative to the American Anthropological Association Section Assembly, should NAPA be entitled to more than one representative.
4. The Past President shall continue as an official of the Section and perform duties assigned by the President.
5. The Treasurer shall have charge of the financial records of NAPA and shall submit a draft budget for the approval of the Governing Council not less than sixty (60) days before the Annual Meeting.
6. The Secretary shall keep and distribute minutes of all NAPA minutes of all NAPA Governing Council meetings, as well as the NAPA Annual Business Meeting, shall serve as editor of NAPA's section in the Anthropology Newsletter, and shall have such additional duties as assigned by the President and Governing Council of NAPA.
7. The terms of office of all elected officers shall be two (2) years, commencing at the conclusion of the Annual Meeting of the American Anthropological Association.
8. No individual may serve in the same office for more than two (2) consecutive terms.

## **Article VII. Governing Council**

1. There shall be a Governing Council of NAPA consisting of all officers, three (3) at large members, and a student representative, all elected by the membership of NAPA.
2. Subject to directives and limitations imposed by the Members of NAPA, the Governing Council shall have the authority to execute on behalf of NAPA all powers and functions defined in these Bylaws.
3. The Governing Council shall meet at least twice annually, once at the time of the Annual AAA Meeting and at one other part of the year, and may meet additionally in person or by teleconference on the call of the President or a majority vote of the Governing Council.
4. The Governing Council shall make all non-elective appointments and may make interim appointments to fill vacancies in any elective office until the next regularly scheduled election.
5. All meetings of the Governing Council are open meetings, which any NAPA member may attend. During any Council meeting the Governing Council may go into executive session for specific periods by majority vote.

6. Between regular Council meeting votes on a matter of urgency can be conducted by the President electronically. Votes submitted electronically are to be reported as part of the minutes of the next regular Governing Council meeting.
7. The Governing Council shall establish committees and appoint chairs to carry out the functions of the organization.
8. The term of office for the members-at-large and the student representative shall be two (2) year. Two (2) at-large members will be elected in odd years and one (1) in even years.
9. No individual may serve in the same office for more than (2) consecutive terms.

#### **Article VIII. Annual Report**

1. At the time of each NAPA Annual Business Meeting, the Governing Council shall report its activities to the Members. The report shall include the reports of the Secretary and Treasurer, editors of publications, committees, and other agents representing NAPA.
2. The NAPA annual reports shall be posted on the NAPA website and may also be circulated electronically to the members if the Governing Council so decides.
3. The NAPA President shall prepare an annual report and submit it to the AAA Executive Board.

#### **Article IX. Annual Business Meeting**

1. NAPA shall hold an Annual Business Meeting, open to all members, at the time of the Annual Meeting of the American Anthropological Association.
2. The place and date of the Annual Business Meeting shall be disclosed to the Members not less than thirty (30) days in advance of the meeting.
3. The Governing Council shall appoint a Program Chair who shall organize the program of NAPA.
4. Special meetings of the membership may be called by the Governing Council or upon written request of five (5) percent of the Members.

#### **Article X. Quorum**

1. Twenty (20) members or five (5) percent of the Members in good standing, whichever is less, shall constitute a quorum at the Annual Business Meeting.
2. A majority of the members of the Governing Council shall constitute a quorum for transacting business.
3. The business of NAPA shall be transacted by majority vote unless otherwise provided in these Bylaws.

#### **Article XI. Nominations and Elections**

1. Candidates for any elective office may be nominated by the Governing Council, by a Nominations Committee, or by Member. All candidates shall be Members in good standing of NAPA.
2. A Nominations Committee of three (3) Members shall be appointed annually by the Governing Council.
3. The Nominations Committee shall nominate two (2) persons, if possible, for each elective office. These nominations shall appear in the AAA's annual ballot and be voted upon within the AAA's annual voting cycle.

4. Five (5) percent of the Members in good standing may nominate an additional candidate for any office, provided the nomination is received in writing by the Nominations Committee at least thirty days in advance of the AAA annual published deadline for nominations.
5. The Nominations Committee shall inform the prospective nominee of the probable extent of the duties and responsibilities of the office. A nomination becomes effective only upon filing with the Nominations Committee a statement of the nominee's willingness and ability to devote such time to the affairs of NAPA as necessary to the effective execution of office.

#### **Article XII. Balloting**

1. A Member in good standing shall be entitled to cast one ballot in any election or referendum.
2. NAPA elections shall be conducted as part of the annual AAA election cycle.
3. The candidate receiving the most votes for a contested office shall be elected; the Governing Council shall hold a run-off election within ninety (90) days by mail or electronic ballot to resolve all ties.

#### **Article XIII. Referenda**

1. A referendum may be conducted either in conjunction with the AAA's annual ballot cycle, or at any other time, at the discretion of the Governing Council. Referenda can be scheduled upon initiative of the Governing Council of NAPA or upon receipt of a petition signed by twenty (20) percent of the Members in good standing. A majority of votes received shall constitute a favorable vote.

#### **Article XIV. Finances**

1. The fiscal year of NAPA shall be that of the American Anthropological Association.
2. NAPA shall submit an annual operating budget to the American Anthropological Association Executive Board, which, when approved, shall govern NAPA activities.
3. The income from annual dues and from investments and other sources shall constitute a working fund, available for operating, publication, and current expenses consistent with the purposes of NAPA.
4. No financial obligation in excess of funds available in the treasury shall be assumed by the Governing Council or by any officer on behalf of NAPA except that for the purpose of this section, estimated receipts from annual dues and other accounts receivable for the current year may be considered as available funds.
5. NAPA may establish special funds to be administered by the American Anthropological Association for purposes NAPA may designate.

#### **Article XV. Amendment**

1. These may be amended by the Members by mail ballot, provided that a proposed amendment is approved by two-thirds (2/3) of the votes cast.
2. Amendments may be proposed by the Governing Council or by twenty (20) percent of the Members in good standing. The Governing Council shall have the proposed amendment circulated to the Members and it shall allow thirty-five (35) days for the return of ballots.

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3. The amendments and provisions of these Bylaws upon passage in accordance with these procedure, shall be effective immediately and shall supersede and nullify all previous applicable amendments and provisions.