



The Society for
Integrative &
Comparative
Biology

DIVISION OF PHYLOGENETICS AND COMPARATIVE BIOLOGY BYLAWS

*Adopted 1967, Amended June 1991, December 1993, July 1997, January 2005, June 2009,
July 2011, January 2014, September 2021*

Article I: Name and Purpose

Section 1. Name. The official name of this division of the Society for Integrative and Comparative Biology shall be “The Division of Phylogenetics and Comparative Biology.”

Section 2. Purpose. The field of systematic biology (nomenclature, taxonomy, phylogenetics) provides the fundamental scaffolding for all other areas of biological inquiry, whether the goal is to understand the origin and extent of biological diversity or to generate hypotheses of evolutionary relationships among organisms or genes. Moreover, its constituent parts are essential for all comparative approaches in evolutionary biology. The purpose of the Division shall be to advance, encourage, and coordinate research and publication in systematic biology and phylogenetic comparative methods, and to act as a liaison between workers in various scientific fields interested in the application of these approaches.

Section 3. Organization. The Division of Phylogenetics and Comparative Biology shall be governed by the Constitution and Bylaws of the Society for Integrative and Comparative Biology and the Bylaws of the Division.

Article II. Membership

Section 1. Any member of the Society for Integrative and Comparative Biology may become a member of the Division of Phylogenetics and Comparative Biology during annual membership renewal and/or by registering with the SICB business office.

Article III. Administrative Organization

Section 1. Officers. The officers of the Division shall be a Chair, Past Chair, Chair-Elect, Secretary, Secretary-Elect, Program Officer, and Program Officer-Elect. The Chair-Elect shall be elected before one annual meeting and serve for a term of one year, and shall then successively and automatically become Chair for a term of three years and then successively and automatically become Past Chair for two years. The Secretary-Elect shall be elected triennially, and shall hold office for a term of one year, and then successively and automatically become Secretary for three years. The Program Officer-Elect shall be elected to serve for one year and shall then successively and automatically become Program Officer for three years. All executive committee members may serve a maximum of two terms in the same position (consecutive or non-consecutive).

Section 2. Student/Postdoctoral Representative. The Division Chair shall appoint a Student/Postdoctoral Representative for a term concurrent with the Division Chair. The Student/Postdoctoral Representative will contribute to the biannual Division newsletter and will serve as the Division's representative on the Student/Postdoctoral Affairs Committee (SPDAC) in all of the committee's activities. The Student/Postdoctoral Representative will serve on the Division Executive Committee as a non-voting member.

Section 3. Elections. Election of officers shall be by mail or appropriately secure electronic ballot of the Division. The names of candidates for offices shall be published by the Division at least thirty (30) days in advance of the due date of the ballot. All officers and appointed representatives shall assume the duties of their office at the end of the second SICB Executive Committee meeting at the Annual Meeting in the year the term is to begin, and will end at the adjournment of the second SICB Executive Committee meeting at the Annual Meeting in the year the term is to expire. In the case when the Chair is unexpectedly vacated without a Chair-elect in place, the Past Chair, and if unavailable the Secretary, shall assume the office of Chair. In the case when the offices of Secretary or Program Officer are unexpectedly vacated without an officer-elect in place, the current Nominating Committee will recommend to the Chair an interim officer to be appointed to serve the remainder of the term.

Section 4. Nominating Committee. The Division Nominating Committee consists of three members named by the Chair and is chaired by an appointee of the Chair. All members of the

Nominating Committee must be members in good standing of the Society for Integrative and Comparative Biology.

Section 5. Nominations. Nominations for election to office shall be prepared by the Nominating Committee of the Division. At least two candidates for each position will normally be named. Each candidate must be a member in good standing of the Society for Integrative and Comparative Biology.

Section 6. Nominations by Petition. Candidates for elected offices may be nominated by petition of at least ten (10) Division members in good standing. Candidates nominated by petition must be members in good standing of the Society for Integrative and Comparative Biology.

Section 7. Executive Committee. The management of the Division shall be vested in an Executive Committee consisting of the officers of the Division and the Student/Postdoctoral Representative.

Section 8. Newsletter. A minimum of two Division of Phylogenetics and Comparative Biology Newsletters shall be distributed each year to inform the members of Division activities.

Section 9. Committees. Special committees may be authorized by the Executive Committee and shall be appointed by the Chair for one year. The Executive Committee shall review the need for each committee annually.

Section 10. Finances. The necessary expenses of the Division shall be paid from the treasury of the Society for Integrative and Comparative Biology but in no year shall the total expenses of the Division exceed the amount specified by the SICB. No officer or member of the Division shall have the authority to incur any expenses in the name of the Society except as above specified.

Article IV. Duties of the Officers

Section 1. Chair. The Chair shall preside at the business meeting of the Division, shall be responsible for the program and meetings of the Division and shall promote in every practical way the interests of the Division. The Chair shall represent the Division on the Executive Committee of the Society for Integrative and Comparative Biology.

Section 2. Past Chair. The Past Chair shall assist the Chair and other members of the divisional Executive Committee in handling divisional affairs. Should the Chair have reason to resign, or for other reason be unable to continue, without a Chair-Elect in place, the Past Chair shall be prepared to assume the office of Chair for the remainder of the term.

Section 3. Chair-Elect. The Chair-Elect shall attend meetings at which the Chair officially represents the Division whenever possible, in order to prepare for their term of office. Should the Chair have reason to resign, or for other reason be unable to continue, the Chair-Elect shall be prepared to assume the office of Chair.

Section 4. Secretary. The Secretary shall keep the records of the Division, prepare the Division Newsletters and shall perform other duties as may be assigned by the Chair. The Secretary shall substitute for the Chair in the event that the Chair, Chair-elect, and Past Chair are unable to act.

Section 5. Secretary-Elect. The Secretary-Elect shall assume the duties of the Secretary whenever that person is unable to act.

Section 6. Program Officer. The Program Officer shall arrange programs for meetings of the Division and shall coordinate special programs with the Program Officer of the Society for Integrative and Comparative Biology. The Program Officer will represent the division in meetings with the Program Officer of the society, as outlined in the relevant sections of the society by-laws.

Section 7. Program Officer-Elect. The Program Officer-Elect shall assume the duties of the Program Officer whenever that person is unable to act.

Section 8. Student/Postdoctoral Affairs Representative. The Student/Postdoctoral Affairs Representative shall represent Student and Postdoctoral members of the division on the divisional Executive Committee, and on behalf of the division society-wide.

Article V. Meetings of the Division

Section 1. Business Meeting. A business meeting of the Division of Phylogenetics and Comparative Biology shall be held at least once a year in conjunction with the annual meeting of the Society for Integrative and Comparative Biology.

Section 2. Special Meetings. Division meetings may be held at other times and places on call of the Chair or when requested in writing by petition by ten (10) members of the Division. Notice shall be sent to each member of the Division thirty (30) days in advance of any meeting.

Article VI. Quorum

Section 1. Ten members shall constitute a quorum of the Division for a Business Meeting; and two a quorum for a meeting of the Executive Committee.

Article VII. David and Marvalee Wake Award for Best Student Presentations

Section 1. Awards. At each annual meeting of the Society, two awards, each consisting of an appropriate monetary sum and a certificate, may be made for student research in systematic biology. One award may be made to the best student oral presentation, and one to the best student poster presentation.

Section 2. Participation. Undergraduate/High School Student Members, Graduate Student Members and those SICB members who have received a degree within 12 months of the competition are eligible to compete for awards. The work should be original and principally the work of the student presenter. A student who wins best oral presentation may not compete in the best oral presentation contest in this division in the future. A student who wins best poster presentation may not compete in the best poster presentation contest in this division in the future.

Section 3. Selection Committee. A selection committee shall be appointed each year by the Program Officer, consisting of at least three members of the Division of Phylogenetics and Comparative Biology. The selection committee will reserve the right to decline to make an award at any given meeting.

Section 4. Award Procedures. The Secretary shall collect and tally BSP scores from all judges. Awards will be issued accounting for numerical score and qualitative ranking outlined in the evaluation criteria, and in conference with the selection committee.

Article VIII. Amendments to the Bylaws

Section 1. Proposed amendments to the Divisional Bylaws may be originated by the Executive Committee or by the members of the Division. Divisional Bylaws may be amended by at least two-thirds vote of the members of the Division present at any annual meeting of the Division or by at least two-thirds of members responding to an electronic ballot. Proposed changes in the Bylaws must be posted on the Society's website by the Secretary at least thirty (30) days prior to any vote being taken. Proposed amendments receiving at least two-thirds votes in the affirmative become effective 15 days after the ballots are counted. The Secretary will notify the Executive Committee and post the results on the Society's website as well as in the appropriate Newsletter

Article IX. Cooperation

Section 1. The Division of Phylogenetics and Comparative Biology shall make every effort to coordinate its programs and activities with those of the Society of Systematic Biologists and other organizations presenting material of interest to systematic biologists, whenever such coordination and cooperation is in the best interests of the field of systematic biology.