



The Society for
Integrative &
Comparative
Biology

DIVISION OF EVOLUTIONARY DEVELOPMENTAL BIOLOGY BYLAWS

*Adopted at the Atlanta meeting, Jan 7, 2000; amended June 2009; July 2011, June 2022,
August 2023, September 2024*

Article I. Purpose

The purpose of the Division of Evolutionary Developmental Biology shall be to advance, coordinate, and assist research and publication within this discipline, and to act as a liaison agency between workers in the various scientific fields involved.

Article II. Name

The official name of this division shall be “The Division of Evolutionary Developmental Biology of the Society for Integrative and Comparative Biology.”

Article III. Organization

The Division of Evolutionary Developmental Biology shall be a subdivision of the Society for Integrative and Comparative Biology and shall be governed in all its operation by the Constitution and Bylaws of that Society.

Article IV. Membership

Membership in the Division is open to all classes of members of the SICB. It is acquired by registration with the SICB business office.

Article V. Officers

The Officers of the Division shall be a Chair, a Chair-Elect, a Program Officer, a Program Officer-Elect, a Secretary and a Secretary-Elect. All Officers-Elect shall be elected by majority vote of all those members responding to a secure electronic ballot submitted to the entire membership of the division, as required by the bylaws of the Society, at least sixty days before the term of the Officer-Elect will begin. A brief biography of each candidate shall be made available on the ballot. Election ties will be handled according to the guidelines set in the SICB Constitution. The post of Chair shall be filled automatically by the elevation of the Chair-Elect, who should be elected one year prior to the expiration of the Chair's term. The post of Chair-Elect shall be limited to one year, the year prior to their elevation to the office of Chair. The post of Program Officer shall be filled automatically by the elevation of the Program Officer-Elect, who should be elected one year prior to the expiration of the Program Officer's term. The post of Program Officer-Elect shall be limited to one year, the year prior to their elevation to the office of Program Officer. The post of Secretary shall be filled automatically by the elevation of the Secretary-Elect, who should be elected one year prior to the expiration of the Secretary's term. The post of Secretary-Elect shall be limited to one year, the year prior to their elevation to the office of Secretary. The term of office of all elected officers and appointed representatives shall begin four weeks after the second SICB Executive Committee meeting at the Annual Meeting in the year the term is to begin and will end four weeks after the second SICB Executive Committee meeting at the Annual Meeting in the year the term is to expire.

The Chair, acting in consultation with the Divisional Executive Committee, shall suggest student or postdoc DEDB members to serve as a representative on the society-wide Student/Postdoctoral Affairs Committee (SPDAC). Appointment shall be made by the SICB

President for a term of up to three years. The Student/Postdoctoral Affairs Committee representative must be a member in good standing of SICB. The Student/Postdoctoral Affairs Committee representative will serve on the Divisional Executive Committee as a non-voting member.

Article Va. Vacancies in Office

In the circumstance where an elected officer is unable to complete their term of office, the following provisions are made: If the office of Secretary or Program Officer is vacated early, the Chair, in consultation with the Divisional Executive Committee, will appoint someone to serve until elections can be held to fill the position. If the office of Chair is vacant, the Divisional Executive Committee, in consultation with the SICB President, will appoint someone to be the interim Chair until an election is held.

Article VI. Chair

The Chair shall preside at the meetings of the Division and shall promote in every practical way the interests of the Division. The Chair shall represent the Division in dealings with the Executive Committee of the Society. The Chair shall appoint each year a Nominating Committee of three members of the Division and designate one of them as committee Chair, and such other committees as may be desirable. The Chair of the Division shall serve for a term of two years.

Article VII. Chair-Elect

The Chair-Elect shall assume the duties of the Chair whenever that person is unable to act. The Chair-Elect shall serve for a term of one year after which they shall automatically assume the position of Chair.

Article VIII. Program Officer

The Program Officer shall be responsible for the arrangement of programs at the meetings of the Division. The Program Officer shall serve for a term of three years and shall be eligible for re-election through the office of Program Officer-Elect. The Program Officer shall chair the Program

Planning Committee, a standing committee composed of the members of the Divisional Committee plus the Program Officer-Elect as stipulated in Article IX.

Article IX. Program Officer-Elect

The Program Officer-Elect shall serve on the Program Planning Committee for the one year preceding their elevation to the post of Program Officer.

Article X. Secretary

The Secretary shall keep the records of the Division and handle the business affairs and shall perform such other duties as may from time to time be assigned by the Chair. They shall serve for a term of two years and shall be eligible for re-election through the office of Secretary-Elect.

Article Xa. Secretary-Elect

The Secretary-Elect shall assume the duties of the Secretary whenever that person is unable to act. The Secretary-Elect shall serve for a term of one year after which they shall automatically assume the position of Secretary for a two-year term.

Article XI. Finances

The necessary expenses of the Division shall be paid from the treasury of the Society, but in no year shall the total expenses of the Division exceed the amount allotted for this purpose in the annual budget of the Society. No officer or member of the Division shall have authority to incur any expenses in the name of the Society, except as above specified.

Article XII. Divisional Committee

In intervals between meetings a Divisional Committee composed of the Chair, Chair-Elect, Program Officer, and Secretary of the Division may operate the Division.

Article XIII. Meetings

A business meeting of the Division shall be held at least once a year concurrently with the regular Annual Meeting of the Society for Integrative and Comparative Biology, but if such a concurrent meeting is not feasible, then the Divisional Committee shall decide when and where the business meeting will be held. Divisional meetings may be held at other times and places on call of the Chair of when requested by ten members of the Division. Notice shall be sent to each member of the Division sixty days in advance of any meeting.

Article XIV. Best Student Presentation Awards

Annual awards shall be made for the best presentations by students at the annual meeting, one for the best oral presentation and one for the best poster presentation. Students who have not yet been awarded the Ph.D. are eligible for the prize, as are new Ph.D.s who have received the degree no more than 12 months prior to the meeting and are presenting their graduate research. The work must be original and must have been carried out principally by the student presenting the work. A student who wins best oral presentation may not compete in the best oral presentation competition in this division in the future. A student who wins best poster presentation may not compete in the best poster presentation competition in this division in the future. Prior to the Annual Meeting, students who have submitted abstracts will be given the option of competing or not competing for the prize. However, if, in the opinion of the judges, none of the papers presented at a given meeting are deserving of a prize, the prize may be omitted for that year. In the case of a tie, duplicate prizes may be awarded. Judges will be solicited from the membership of the Division and all presentations competing for a prize must be attended by at least one judge, and preferably by three. No member who has a student competing for a prize shall be eligible to serve as a judge.

Article XV. Annual Report

The annual report of the Division and its official notices shall be included with the regular records and proceedings of the Society for Integrative and Comparative Biology.

Article XVI. Amendments

These Bylaws may be amended in response to a ballot by two-thirds vote of those ballots received, provided that notice has been given to all members sixty days in advance.

Article XVII.

The passage of regular business at the annual business meeting of the Division shall be by a majority vote of those in attendance. Regular business may also be carried out by ballot with passage dependent upon a majority vote of those received in return.
