



The Society for
Integrative &
Comparative
Biology

DIVISION OF PHYSIOLOGY

BYLAWS

Created February 3, 2025

Article I. Organization

The name of this division shall be the Division of Physiology of the Society for Integrative and Comparative Biology. It shall be governed in accordance with the Constitution and Bylaws of the Society.

Article II. 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 III. Purpose

The purpose of the Division shall be to facilitate communication among Integrative and Comparative Physiologists

Article IV. Officers

Officers of the Division shall be a Chair, a Chair-Elect, a Past Chair, a Program Officer, a Past-Program Officer, a Secretary, and a Past-Secretary. Elections of officers shall be held by appropriately secure electronic ballots. A brief biography of each candidate shall be made available on the ballot. 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 Officers plus the Student/Postdoctoral Representative shall constitute an Executive Committee responsible for divisional affairs.

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 Divisional 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 V. Chair

The Chair shall preside at business meetings of the Division, and shall represent the Division on the Executive Committee of the Society. Each year the Chair shall appoint a Nominating Committee composed of the Past Chair and two divisional members and such other committees or representatives to committees as may be desirable to promote affairs of the Division in the Society. All proposals submitted on behalf of the Division to granting agencies shall be signed by the Chair or be delegated by the Chair for approval by the Chair-elect. The Chair shall serve a term of two years and shall not be eligible for reelection within three years.

Article VI. Chair-Elect

The Chair-Elect shall assume the duties of the Chair whenever that person is unable to act, and shall succeed the Chair. Election shall be for a term of one year, beginning with the second year of the Chair term.

Article VII. Past Chair

The Past Chair shall assist the Chair and other members of the divisional Executive Committee in handling divisional affairs. The Past Chair assumes this position upon completion of a term as chair and shall serve for two years. The Past Chair shall serve as a member of the Nominating Committee. The Nominating Committee will present two candidates for each office and certify to the Secretary that each candidate has declared a willingness to run for office, and to serve if elected.

Article VIII. Program Officer

The Program Officer shall arrange programs for meetings of the Division, which shall include coordination of joint or special programs with the Program Officer of the Society for Integrative and Comparative Biology and with the program officers or secretaries of other divisions or societies when desirable. Election shall be for a term of two years. The Program Officer shall not be eligible for reelection within two years.

Article IX: Program Officer-Elect

The Program Officer-Elect shall assume the duties of the Program Officer whenever that person is unable to act, and shall succeed the Program Officer. Election shall be for a term of one year, beginning with the second year of the Program Officer term.

Article X: Past-Program Officer

The Past-Program Officer shall automatically assume this position upon completion of a term as Program Officer and shall serve for one year. The primary responsibility of the Past-Program Officer shall be to support officer transitions by providing advice and context to the acting Program Officer. In this capacity, the Past- Program Officer shall attend all meetings of the Division Officers and be on-call for the acting Program Officer during the on-site planning meeting held annually as part of the Society meeting organization. The Past- Program Officer may also assist the acting Program Officer in handling divisional affairs if required.

Article XI. Secretary

The Secretary shall keep divisional records, coordinate the production of the biannual Divisional newsletter, and conduct business affairs in consultation with the Executive Director, the Society for Integrative and Comparative Biology. The term of elective office shall be two years and alternate with the term of the Program Officer. The Secretary shall not be eligible for reelection within two years.

Article XII: Secretary-Elect

The Secretary-Elect shall assume the duties of the Secretary whenever that person is unable to act, and shall succeed the Secretary. Election shall be for a term of one year, beginning with the second year of the Secretary term.

Article XIII: Past-Secretary

The Past-Secretary shall automatically assume this position upon completion of a term as Secretary and shall serve for one year. The primary responsibility of the Past-Secretary shall be to support transitions between Secretaries. In this capacity, the Past-Secretary shall attend all meetings of the Division Officers. The Past-Secretary may also assist the acting Secretary in handling divisional affairs if required.

Article XIV. Student/Postdoctoral Affairs Committee Representative

The Chair, acting in consultation with the Divisional Executive Committee, shall suggest members to serve as the Division's 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 and shall be renewable. 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 XV. Finances

Necessary expenditures of the Division shall be paid from the treasury of the Society within the limits set by the Executive Committee of the Society in the annual budget. Expenditures in support of international societies of which the Division is a member will be paid from an assessment levied annually on Division members, in addition to SICB dues. The amount of the assessment will be determined by the DOP Executive Committee. Assessment funds will accrue across years, and be managed through the management company, and disbursed with authorization by the Chair, upon the recommendation of the Executive Committee of the Division. The Chair shall authorize all disbursements and coordinate financial procedures with the Executive Director of the Society.

Article XVI. Meetings

A business meeting of the Division shall be held annually, normally concurrent with meetings of the Society for Integrative and Comparative Biology. Notice of this and other meetings shall be sent at least thirty (30) days in advance to all members of the Division.

Article XVII. Awards

A. Best Student Presentation Awards

Two awards will be given in the Best Student Presentation competition at the Annual Meeting, one for the best oral presentation and one for the best poster presentation. Each award will include a certificate and monetary prize. Undergraduate students and graduate students who have not yet been awarded the PhD are eligible for the award, as are new PhD's who have received the degree no more than 12 months prior to the meeting. The work must be original and must be carried out principally by the student presenting the paper or poster. A student

who applies must be a member of the Division of Physiology. In any one year, a student can enter either the oral or poster competition, and a student cannot win the same award twice. The DOP Chair will appoint a DOP member to chair the student competition and, in consultation with that member, will select the other judges.

B. Bartholomew Award

An annual prize may be given to an early career investigator for distinguished contributions to comparative physiology and biochemistry or to related fields of functional and integrative biology. The formal title for this award is "The George A. Bartholomew Award." Eligible candidates are those who are members of the SICB and who have completed their doctorate within the past seven years. The Chair of the Division shall appoint an Award Committee consisting of at least three divisional members with diverse interests to serve as judges. The Chair of the Division will designate one of the members as the chair of the Award Committee. Committee members will normally serve for no more than three years, with at least one member being replaced each year. Candidates may apply directly or be nominated, but both types of candidates will be evaluated equivalently. Applicants shall submit to the Chair of the Award Committee a short description of their work, selected reprints, and curriculum vitae. Nominators must arrange for the submission of these materials. The Committee may recommend for approval one candidate to the Chair of the Division. Each year's winner will be invited to present a special address at the annual meeting. The Chair of the Division may authorize reimbursement of appropriate expenses incurred by the winner in attending the meeting. The Chair may also authorize a cash prize. The awardee will be presented with a certificate signed by all current Divisional officers.

C. Bern Award

An annual prize may be given to a late career investigator for distinguished contributions to comparative endocrinology or to related fields of functional and integrative biology. The formal title for this award is "The Howard Bern Award." The Chair of the Division shall appoint an Award Committee consisting of at least three divisional members with diverse interests to serve as judges. The Chair of the Division will designate one of the members as the chair of the Award Committee. Committee members will normally serve for no more than three years, with at least one member being replaced each year. Candidates may apply directly or be nominated, but both types of candidates will be evaluated equivalently. Applicants shall submit to the Chair of the Award Committee a short description of their work, selected reprints, and curriculum vitae. Nominators must arrange for the submission of these materials. The Committee may recommend for approval one candidate to the Chair of the Division. Each year's winner will be invited to present a special address at the annual meeting. The Chair of the Division may authorize reimbursement of appropriate expenses incurred by the winner in attending the meeting. The Chair may also authorize a cash prize. The awardee will be presented with a certificate signed by all current Divisional officers.

Article XVIII. Annual Report

The Division shall report in writing to the Secretary, the Society for Integrative and Comparative Biology, in advance of the annual meeting of the Society. Its official notices and voted actions shall be included in the records of the Society.

Article XIX. Amendments

The Bylaws may be amended at any annual meeting by a two-thirds vote of those present provided that notice has been given to all members at least thirty (30) days in advance or by at least two-thirds vote of the members responding to an electronic ballot. In either case, it is the responsibility of the Executive Committee to assure that opportunities for discussion, either verbal or written, occur before a ballot is taken.