

DAB Bylaws - Adopted Spring 2025 updated

Article I: Name and Purpose

Section 1. Officers. The officers of the Division shall be a Chair, Secretary, Secretary-Elect, and Program Officer. These four offices shall constitute the Divisional Executive Committee and shall be responsible for the affairs of the Division. The term of office for the Chair, and Program Officer shall be three years and the Secretary shall be two years. The term of office for the Secretary-Elect shall be one year after which the Secretary-Elect shall automatically assume the position of Secretary. Incoming Program Officers will hold at least two Zoom meetings with the outgoing Program Officer (one after abstracts are submitted and the other after the programming meeting to learn the duties and relay changes). All officers need to update the expected duties for their appropriate position prior to recruiting their replacement. The Chair shall not be eligible to serve consecutive terms. The Secretary and Program Officer shall be eligible for re-election. 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, Program Officer, or Secretary-Elect 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 will appoint someone to be the interim Chair until an election is held.

Section 2. Elections. Elections for the Secretary-Elect will be held such that their term of office begins 1 year prior to the end of the term of office for the Secretary. Elections for the Chair and Program officer will be held in the last year of their term of office. Elections of the officers shall be held by appropriately secure electronic ballots. The names of candidates for offices shall be published in advance of the election, and 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 Secretary shall notify the candidates for office of the results. In the event that a vote results in a tie, the members of the Divisional Executive Committee shall vote to resolve the tie. In the event of a tie vote by the officers of the division, the division chair shall cast the deciding votes.

Article II. Membership

Section 1. Any member of the Society for Integrative and Comparative Biology may become a Member of the Division of Animal Behavior without payment of additional dues.

Article III. Administrative Organization

Section 1. Officers. The officers of the Division shall be a Chair, Secretary, Secretary Elect, and Program Officer. These four offices shall constitute the Divisional Executive Committee and shall be responsible for the affairs of the Division. The term of office for the Chair, and Program Officer shall be three years and the Secretary shall be two years. The term of office for the Secretary-Elect shall be one year after which the Secretary-Elect shall automatically assume the

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Section 3. Nominations. Nominations for all offices shall be prepared by a Nominating Committee appointed by the Chair in consultation with the Division Executive Committee. At least two candidates for each office should be named, although one write-in candidate is acceptable, and all candidates must be members in good standing of the Society for Integrative and Comparative Biology. Additional nominations for any office may be made in writing to the Executive Committee by any ten members of the Division.

Section 4. Executive Committee. The management of the Division shall be vested in the Divisional Executive Committee.

Section 5. Newsletter. Officers of the Division of Animal Behavior shall prepare materials regularly for SICB Newsletters.

Section 6. Committees. Special committees may be authorized by the Executive Committee and shall be appointed by the Chair for one year. The Executive Committee should review the need for such committees as appropriate.

Section 7. Finances. The necessary expenses of the Division shall be disbursed 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. The Division budget shall be prepared and committed by the Chair in consultation with the Executive Director of the Society for Integrative and Comparative Biology and the Division officers.

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. The Chair shall liaise with the Animal Behavior Society and consult with the Executive of the Animal Behavior Society to promote shared interests.

Section 2. ~~Chair-Elect~~Secretary. The ~~Chair-Elect~~ Secretary shall keep the records of the Division, request and prepare materials for SICB Newsletters, and shall perform such other duties as may be necessary and/or assigned. The Secretary shall substitute for the Chair in the event that ~~both~~ the Chair ~~are~~ is absent or unable to act.

Section 3. Secretary-Elect shall serve for a term of one year and then automatically assume the position of Secretary. The Secretary-Elect shall attend meetings at which the Secretary officially represents the Division whenever possible, in order to prepare for their term of office, and shall assume the duties of the Secretary whenever that person is temporarily unable to act.

Section 4. Program Officer. The Program Officer shall solicit and arrange programs for meetings of the Division and shall coordinate special programs with the Program Officer of the Society for Integrative and Comparative Biology and of the Animal Behavior Society. The Program Officer shall substitute for the Chair in the event that the Chair, Secretary ~~Chair-Elect~~, and Secretary, are unable to act.

Article V. Meetings of the Division

Section 1. Business Meeting. A business meeting of the Division of the Animal Behavior 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 at least ten members of the Division. Notice shall be sent to each member of the Division sixty (60) days in advance of any such meeting.

Article VI. Quorum

Section 1. Ten members shall constitute a quorum of the Division and two a quorum of the Executive Committee.

Article VII. Best Student Presentation Awards

Section 1. At each annual meeting there may be three student presentation awards. There may be two Division of Animal Behavior Best Student Presentation Awards presented, one for the

student making the best oral presentation and one for the student making the best poster presentation. Additionally, there may be an Adrian M. Wenner Outstanding "Strong Inference" Award presented for the best oral or poster presentation based upon the strong inference approach in experimental design and execution. The rules governing participation in student presentation competitions and selection of awardees shall be determined by the Division Executive Committee.

Article VIII. Amendments to the Bylaws

Section 1. Proposed amendments to the Division Bylaws may be originated by the Executive Committee or by the members of the Division. Division 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 the members responding to an electronic ballot. Proposed amendments receiving at least two-thirds votes in the affirmative become effective 15 days after the ballots are counted.

Article IX. Cooperation

Section 1. The Division of Animal Behavior shall make every effort to coordinate its programs and activities with those of the Animal Behavior Society whenever such coordination and cooperation is in the best interests of the field of animal behavior, and therefore of both the Society for Integrative and Comparative Biology and the Animal Behavior Society.