



BYLAWS

ASSOCIATION FOR INFORMATION SYSTEMS COLLEGE OF SENIOR SCHOLARS

ARTICLE I

PURPOSE AND ACTIVITIES

SECTION 1. NAME.

The name of this organization shall be the Association for Information Systems College of Senior Scholars and hereafter referred to as the College.

SECTION 2. STATEMENT OF PURPOSE.

The College of Senior Scholars is a college of the Association for Information Systems (AIS). The purpose of the College is to provide a forum for senior scholars to address important issues that affect (or will affect) the IS discipline.

SECTION 3. ACTIVITIES.

The College meets annually with a business meeting at the AIS International Conference on Information Systems (ICIS). The various activities of the College are to promote the exchange of professional communications among senior scholars in the information systems discipline. The activities of the College include, but are not limited to, promoting excellence in the information systems scholarly discipline, along with widespread recognition of this excellence. Examples include:

- Providing a forum for a scholarly discourse between senior scholars.
- Providing a forum for a scholarly discourse between senior scholars and members of the broader IS scholarly discipline.
- Encouraging the promotion of the IS discipline to deans, promotion committees and other colleagues.
- To promote recognition awards to excellent IS accomplishments in research, service, and teaching
- To promote excellence in the IS scholarly journal communication system, including recommendations for recognizing high quality IS journals.

All College activities must be in concert with the Constitution and Bylaws of AIS. The Executive Committee of the College may propose additional activities.

ARTICLE II MEMBERSHIP

SECTION 1. MEMBERSHIP

Membership of The College of Senior Scholars is by invitation only. College membership is available only to members of AIS in good standing. The following guidelines indicate those eligible for membership in the College:

- All Leo and AIS Fellow Award winners
- All current and former Presidents of AIS
- All current and former Editors-in-Chief of the journals listed in the Senior Scholars' basket of eight
- All current and former Conference Chairs and Program Chairs of ICIS

SECTION 3. MEMBER RIGHTS.

Each member in good standing shall have the right to vote, participate in all College and AIS activities, and hold office in the College.

SECTION 4. TERMINATION OF MEMBERSHIP.

Resignation. A member of the College may terminate his or her membership at any time by submitting a letter of resignation to the Executive Committee..

Expulsion. A member may be expelled for conduct deemed prejudicial to the College by a two-thirds majority of the individual members in attendance at a general business meeting of the College where a quorum is present, provided that the member shall first have been served with a written notice , by post or electronic means, explaining the reason(s) for the proposed expulsion, and shall be given an opportunity to challenge the proposed expulsion to those in attendance at the general business meeting.

ARTICLE III MEETINGS OF MEMBERS

SECTION 1. ANNUAL GENERAL MEETING

An annual general meeting (AGM) shall be held to install officers (if required by terms of office) and to conduct such business as required. The time, location, and other details of the meeting shall be determined by the Executive Committee of the College and communicated to the membership.

SECTION 2. NOTICE OF MEETINGS.

A written or other notice stating the place, time, date, and hour of meetings shall be delivered to the membership at least two (2) weeks prior to the meeting. If e-mailed, such notice shall be delivered to the e-mail address of each member as it appears on the records of the College. The AIS Executive Director shall also be notified of all College meetings within said time frame.

SECTION 3. QUORUM.

Prior notice of the AGM and general business meetings having been given, 10% of the College members shall constitute a quorum for the purpose of such meetings of the College. If a quorum is not present, the AGM or general business meeting shall be adjourned until a quorum can be obtained. A quorum is not required for other meetings or events of the College.

SECTION 4. VOTING.

Each member in good standing with the College shall be entitled to one vote on business pertaining to the College. Decisions shall be by a majority of those participating and eligible to vote. On matters of

general business, voting may be conducted by any means chosen by the Executive Committee, including email. In regard to the election of officers, voting may be conducted by any means chosen by the Election Committee, including email.

ARTICLE IV EXECUTIVE COMMITTEE

SECTION 1. MEMBERS OF THE EXECUTIVE COMMITTEE.

The Executive committee shall consist of the officers of the College (see Section V.1 below), the Coordinator, the Immediate Past Coordinator, and the Coordinator-Elect. The Coordinator (Section V.1) shall serve as the Chair of the Executive Committee.

SECTION 2. DUTIES OF THE EXECUTIVE COMMITTEE.

The Executive Committee shall serve as the governing authority of the College. The Executive Committee shall manage the property, business, and affairs of the College. The Executive Committee may exercise all such powers of the College as defined by these bylaws and the bylaws of AIS. The Executive Committee shall, in furtherance of, but not in limitation of its powers, and subject to review by AIS, have the authority and power to: represent the members of the College for all matters, internal and external; establish policies and practices for the College; and approve broad arrangements for all College activities.

SECTION 3. MEETINGS OF THE EXECUTIVE COMMITTEE.

There shall be at least one annual meeting of the Executive Committee. Additional meetings may be called by the Chair or by at least two members of the Executive Committee. The meetings shall be held at a time, place, and manner designated by the Chair. Notice of the meetings shall be given orally or in writing, either by post or by electronic means, at least two (2) weeks prior to the meeting. Other methods of meeting in addition to face-to-face may be used.

SECTION 4. QUORUM.

Presence of more than one-half of the members of the Executive Committee shall constitute a quorum for the transaction of business at any meeting of the Executive Committee.

SECTION 5. VOTING.

Decisions shall be by a simple majority of those present and voting. The Chair may exercise a deciding vote if the need arises.

SECTION 6. PARLIAMENTARY PROCEDURE

Robert's Rules of Order shall govern all parliamentary procedure unless otherwise specified.

ARTICLE V OFFICERS AND MEMBERS OF THE EXECUTIVE COMMITTEE

SECTION 1. OFFICERS.

The officers of the College shall consist of the Coordinator, the Immediate Past Coordinator, and the Coordinator-Elect. No person may hold multiple offices at the same time. The officers of the College must be members in good standing with the College and AIS. The period of each office is one year unless decided otherwise by the Executive Committee. However, extensions may also be approved by a

majority of the membership present at the AGM. In either case, the term of the office may be no more than three years.

SECTION 3. NOMINATION.

A Nominations and Election Committee chaired and selected by the Immediate Past Coordinator shall seek and nominate at least one candidate for each Officer and Program Leader position to be filled on the Executive Committee no later than 30 days prior to the annual election. Nominations may also be made by any member eligible to vote by sending the name of the nominee to the Election Committee no later than 30 days prior to the annual election providing the nominee has given prior consent.

SECTION 4. ELECTIONS.

The annual election of the College officers will be held during the annual general meeting of the College by a method to be chosen by the Nominations and Election Committee. Each voting member, as described in Article III.4 above, shall be entitled to one vote. Voting shall be conducted in a manner deemed appropriate by the Election Committee. The nominee receiving the most votes cast shall fill each position.

SECTION 5. REMOVAL.

Any officer or member of the Executive Committee may be removed by a vote of the majority of the voting members at an annual general or business meeting of the College, or by postal or e-mail voting by 25% of the College membership. Notification to the voting members that a vote will be conducted for removal of an officer or member of the Executive Committee must be made no less than two (2) weeks prior to the vote being taken.

SECTION 6. RESIGNATIONS.

Any officer or member of the Executive Committee may resign at any time by giving written notice, including e-mail, to the Coordinator. Such resignation shall take effect at the time specified therein; and, unless otherwise specified, the acceptance of such resignation shall not be necessary to make it effective. The Coordinator may resign at any time by giving written notice, including e-mail, to the AIS Executive Director and the AIS Vice-President of SIGs, Chapters, and Colleges.

SECTION 7. VACANCIES.

For offices other than Coordinator-Elect, a vacancy occurring in the elected offices for any reason shall be filled by appointment by the Coordinator with the approval of the majority of the Executive Committee. A vacancy in the office of Coordinator or Coordinator-Elect shall be filled by election, regular or special, by the College's membership. Such appointment shall continue until the next annual general meeting. In the event that a vacancy occurs in the first year of a three-year term, the person elected at the next annual meeting shall serve the remainder of the vacated term.

SECTION 8. DUTIES OF THE COORDINATOR.

The Coordinator shall be the chief executive officer of the College. The Coordinator shall perform all duties that pertain to the office of the Coordinator and that may be assigned by the Executive Committee. The Coordinator's primary duties shall be:

- Preside over all meetings of the members of the College.
- Call and chair all Executive Committee meetings.
- Designate all committees and their chairpersons, with the concurrence of the Executive Committee.
- Supervise all other officers of the College and see that their duties are properly performed.

- Accept and receive donations, gifts, devises, and bequests.
- Coordinate the College's activities and conduct any necessary business with external organizations.
- Ensure that all orders and resolutions of the Executive Committee are put into effect.
- Submit at the annual general meeting an annual activity report of the operations of the College for the preceding year.
- Initiate and manage on-going communications with individuals as they become eligible for members, insure that they are added to email and other lists and are apprised of opportunities presented by membership
- Submit the annual activity report to the AIS VP for SIGS, Chapters, and Colleges.

Collaborate with AIS officers regarding issues of mutual planning and coordination.

SECTION 9. DUTIES OF THE PROGRAM LEADERS.

The Program Leaders shall serve as organizers for all College activities (section I.3) as assigned by the Coordinator.

SECTION 10. DUTIES OF COORDINATOR-ELECT.

The Coordinator-Elect shall serve as a general assistant to the Coordinator and shall assume the office of Coordinator at the end of the term of office of the Coordinator.

SECTION 11. DUTIES OF THE IMMEDIATE PAST COORDINATOR.

The Immediate Past Coordinator of the College shall serve as a voting member of the Executive Committee and as the chair of the Nominating and Election committee. The Immediate Past Coordinator will assist the Coordinator as required, and chair annual and special meetings in the absence of the Coordinator.

**ARTICLE VI
COMMITTEES**

SECTION 1. SPECIAL COMMITTEES.

The Coordinator, with the concurrence of the Executive Committee, may establish and appoint special committees, not having and exercising the authority of the Executive Committee, to aid and assist the Coordinator and the Executive Committee in the management of the affairs of the College.

SECTION 2. NOMINATING AND ELECTION COMMITTEE.

Not less than forty (40) days prior to the annual election of officers, the Immediate Past Coordinator, with the consent of the Executive Committee, shall appoint at least two (2) additional members to a Nominating and Election Committee chaired by the Immediate Past Coordinator. Members of this Committee must be voting members of the College. This committee will prepare a slate of nominees for College offices and conduct the subsequent annual election of officers of the College according to the processes and procedures set out in preceding sections.

**ARTICLE VII
FINANCES**

SECTION 1. FISCAL YEAR.

The fiscal year of the College shall coincide with the fiscal year of AIS (July 1-June 30).

SECTION 2. FINANCIAL ACCOUNTS.

The College will not establish or maintain separate bank accounts.

SECTION 3. ASSETS.

The College may not buy, own, and/or dispose of assets, financial or otherwise. The College, in the event of receiving or creating any assets, financial or otherwise, including donations, bequests, gifts, or devices, will grant to AIS the responsibility for owning and managing these.

SECTION 4. LIABILITIES.

The College shall not enter into any contract or agreement or undertake any action that could result in any obligation or liability to AIS without the express written consent of the AIS Executive Director.

**ARTICLE VIII
AMENDMENTS**

SECTION 1. AMENDMENTS

Amendments to these bylaws shall be adopted by two-thirds (2/3) vote of the members present at any regular meeting held one month or more after a regular meeting at which the proposed amendment(s) were read, or after giving written notice thereof (electronic is acceptable) to the membership one week prior to the action on such amendment(s).

Section 2. APPROVAL

These bylaws and all amendments or additions thereto shall not become effective until approved by the Association for Information Systems.

These Bylaws were adopted and approved on _____, 20_____.

College Coordinator signature

(College Coordinator printed name)

APPROVED:

Executive Director
Association for Information Systems

Executive Director signature

(Executive Director printed name)

