

# BYLAWS

National Association for Research in Science Teaching

Approval by NARST Membership  
October 2008

## Table of Contents

	Page
<b><i>Article I: Organization</i></b>	<b>3</b>
Section 1: Name	3
Section 2: Purpose	3
<b><i>Article II: Membership</i></b>	<b>3</b>
Section 1: Members	3
Section 2: Classes of Membership and Dues	3
<b><i>Article III: Governance and Responsibilities</i></b>	<b>3</b>
Section 1: Governance	3
Section 2: Elected Members of the Board of Directors	3
Section 3: Ex-Officio Members of the Board of Directors	4
Section 4: Eligibility for Service on Board	4
Section 5: Nomination - Election to the Board and Terms of Office	4
Section 6: Appointment of the Executive Director	5
Section 7: Board Vacancies	5
Section 8: Annual Business Meeting	5
<b><i>Article IV: Board Meetings</i></b>	<b>5</b>
Section 1: Responsibilities of the Board	5
Section 2: Transacting Business	5
Section 3: Conduct of Meetings	6
Section 4: Board Policy and Procedures	6
<b><i>Article V: Publications</i></b>	<b>6</b>
Section 1: Types of Publications	6
Section 2: Content	6
<b><i>Article VI: Committees</i></b>	<b>6</b>
Section 1: Committee Types	6
Section 2: Committee Formation and Dissolution	7
Section 3: Appointment of Committee Members	7
Section 4: Chairs of Standing Committees	7
Section 5: Committee Membership	7
Section 6: Committee Reports	7
Section 7: Committee Procedures	7
<b><i>Article VII: Affiliation with External Organizations</i></b>	<b>8</b>
<b><i>Article VIII: Dissolution</i></b>	<b>8</b>
<b><i>Article IX: Amendment of Bylaws</i></b>	<b>8</b>

# BYLAWS

## National Association for Research in Science Teaching

### **Article I: Organization**

#### **Section 1: Name**

The organization is the National Association for Research in Science Teaching, hereinafter referred to as 'NARST' or 'the Association.'

#### **Section 2: Purpose**

The purpose of NARST is to promote research in science education and to disseminate the findings of this research to improve science teaching and learning. The Association publishes journals, articles, reviews and/or reports of research that are in harmony with the purposes of the Association.

### **Article II: Membership**

#### **Section 1: Members**

The Association consists of members who are committed to improving science teaching and learning through research.

#### **Section 2: Classes of Membership and Dues**

Membership categories, qualifications, and dues shall be established by the Board of Directors (hereinafter referred to as the 'Board') of the Association.

The Board shall have the right to refuse, suspend, or rescind membership for due cause.

### **Article III: Governance and Responsibilities**

#### **Section 1: Governance**

The Association shall be governed by a Board of Directors.

#### **Section 2: Elected Members of the Board of Directors**

The Board is comprised of 13 members who are elected by the membership of the Association. The elected members of the Board include: 3 elected Officers (President-elect,

President, and Immediate Past-president), 9 elected Directors-at-large, and 1 elected International Coordinator. All elected members of the Board have full voting rights.

### **Section 3: Ex-Officio Members of the Board of Directors**

Ex-officio members serve on the Board by virtue of representing Association positions (e.g., Executive Director, Editor/s of NARST publications) or by virtue of representing an affiliated organization.

The Board determines which Association positions carry ex-officio status.

The Board determines which affiliated organizations carry ex-officio status.

Ex-officio members of the Board may participate fully in Board discussions and deliberations, but they do not possess voting rights.

### **Section 4: Eligibility for Service on Board**

Only NARST members are eligible to be nominated for elected office and to serve on the Board. An elected member may serve only one term in the same office on the Board.

A nominee for President-elect must have served previously on the Board OR been a member of the Association for a minimum of 10 years. A candidate who has not served on the Board, but who has been a member of the Association for a minimum of 10 years, must have the President-elect nomination endorsed by at least 10 members of the current Board.

### **Section 5: Nomination - Election to the Board and Terms of Office**

The Membership and Election Committee proposes to the Board a slate of two or more nominees for each vacant office. Association members may offer nominations to the Membership and Election Committee by forwarding a petition to the Executive Director; each petition must be endorsed by 10 Association members.

Election to a position in which two candidates are running for a single office is determined by a simple majority of voting members. Election to a position in which multiple candidates are elected from amongst a pool of candidates is determined by the top vote recipients necessary to fill the number of vacant positions.

Terms of office begin at the close of the Annual International Conference following the election and continue until the close of the Annual International Conference of the year in which the term ends. The term of office for President-elect is for the duration of the Presidential cycle, which is three years. The President-elect serves one year as President-elect, followed by one year as President and one year as Immediate Past-president. The term of office for each Director-at-large and the International Coordinator is three years.

## **Section 6: Appointment of the Executive Director**

The Board solicits applications for and appoints the Executive Director. The term of office is five years with the possibility of renewal.

## **Section 7: Board Vacancies**

In the event the Office of President-elect is vacated, the Board appoints a member of the current Board to fill the unexpired term. Because the elected President-elect is unable to serve as President, the current President and Immediate Past-president shall serve for two years in their respective positions.

In the event the Office of President is vacated prior to the completion of the term, the Immediate Past-president will assume the presidency. Subsequently, the individual will again assume the position of Immediate Past-president the following year.

In the event the Office of Immediate Past-president is vacated prior to the completion of the term, the President will assume the responsibilities of the position.

In the event that a Director-at-large or International Coordinator vacates a position, the President, with the endorsement of the Board, will appoint a NARST member to complete the term of office.

Any member of the Board may be removed from office by a two-thirds vote of the Board.

## **Section 8: Annual Business Meeting**

At the Annual International Conference, the Board shall hold its Annual Business Meeting for all Association members. The agenda for the meeting will be published one month in advance; members will be invited to submit items of business to be included on the agenda. The Executive Director will present an annual report, which will include the Association's financial report.

## **Article IV: Board Meetings**

### **Section 1: Responsibilities of the Board**

The Board transacts all official business on behalf of the Association. The Board shall approve all fiscal matters.

### **Section 2: Transacting Business**

The Board meets three times annually. The Board meets during the third weekend of October (Friday through Sunday); immediately prior to the Annual International Conference and immediately following the Annual International Conference.

The Board may transact business that must be conducted between regularly scheduled meetings in accordance with terms and conditions set forth in the Policies and Procedures.

For the transaction of business, a quorum of the Board shall consist of the presence of a majority of the voting members. Decisions shall be made by a majority of the voting members present.

### **Section 3: Conduct of Meetings**

Robert's Rules of Order (Current Edition) governs the conduct of all meetings held by any group that addresses the business of the Association, except as otherwise specified in these Bylaws.

### **Section 4: Board Policy and Procedures**

The Board will operate by the terms and conditions of the Policies and Procedures manual. A change to a policy or a procedure may be endorsed by a majority vote of the Board.

## **Article V: Publications**

### **Section 1: Types of Publications**

The Association will publish summaries of the minutes of Board meetings.

The Association will publish in print and / or electronic form scholarly reports of research in science education.

The Association will publish in print and / or electronic form the activities of the Association.

### **Section 2: Content**

The Board will monitor the content and form of the Association's publications.

## **Article VI: Committees**

### **Section 1: Committee Types**

A Standing Committees is established by the Board to serve a long-term function of the Association.

An Ad hoc Committee is established by the Board to serve a short-term function and / or to complete a specific task of the Association. The term of an Ad hoc Committee shall be determined at the time of its formation.

## **Section 2: Committee Formation and Dissolution**

The Board shall establish all committees. The Board has the authority to dissolve a committee.

The following conditions shall be set at the time a committee is established: type of committee (Standing Committee or Ad hoc Committee), charge of the committee, leadership, membership and / or terms of office.

The Board can change the charge or composition of a committee.

An Ad hoc Committee may be nominated to become a Standing Committee when the work is essential to the long-term functioning of the Association.

## **Section 3: Appointment of Committee Members**

With the approval of the Board, the President-elect shall appoint members to fill vacancies on Standing Committees.

## **Section 4: Chairs of Standing Committees**

A member of the Board shall serve as the Chair of all Standing Committees.

With the approval of the Board, the Chairs of Standing Committees are appointed by the President-elect.

## **Section 5: Committee Membership**

All committee members must be NARST members. The President and Executive Director are ex-officio members of all committees.

## **Section 6: Committee Reports**

Committee chairs will prepare a report for presentation at each meeting of the Board. Committee chairs shall share the report with committee members.

## **Section 7: Committee Procedures**

Committees will operate by the terms and conditions outlined in the Committee Procedures. Any changes to the Committee Procedures must be approved by the Board.

## **Article VII: Affiliation with External Organizations**

The Board may identify external organizations with which NARST affiliates. The Board may identify ways in which it is most appropriate to have NARST interests represented with affiliated organizations, including having NARST representatives attend meetings and / or serve on the Board of affiliated organizations.

The Board may invite representatives of affiliated organizations to serve on the Board as *ex-officio* members.

## **Article VIII: Dissolution**

The following provisions as to dissolution shall be observed in so far as they are compatible with the Minnesota Nonprofit Corporation Act, NSA 317.44-61. In the event of dissolution of the Association, the Board shall, after authorizing payment of debts and obligations, transfer the net assets to an affiliated organization that is exempt from US Federal income taxes as a charitable and / or educational organization. Such assets shall be targeted for use in promoting research in science education. If, among the affiliated organizations, none are tax-exempt, then by a majority vote of the Board the net assets will be transferred to any nonprofit university or to any other US tax-exempt agency that has research in science education as one of its goals.

## **Article IX: Amendment of Bylaws**

Any changes and / or amendments to the Bylaws will be submitted to the Board. Upon approval by the Board, the proposed changes and / or amendments will be submitted to the membership for approval. If a majority of the membership votes in favor of the changes and / or amendments, then they shall be incorporated into the Bylaws and become effective immediately.