

North Central Branch of the  
**Entomological Society of America**  
**Constitution**

(Adopted at St. Louis Meeting, March 19-20, 1953, Proceedings Vol. 8, Published in 1954 Proceedings Vol. 9)

(Amended at Milwaukee Meeting, March 23-25, 1960, Proceedings Vol. 15)  
(Amended at Louisville Meeting, March 24-26, 1965, Proceedings Vol. 20)  
(Revised at Kansas City Meeting, March 29-31, 1972, Proceedings Vol. 27)  
(Amended at Denver Meeting, March 24-26, 1976, Proceedings Vol. 31)  
(Amended at Columbus Meeting, March 16-19, 1981)  
(Amended at Wichita Meeting, March 26-29, 1984)  
(Amended at Minneapolis Meeting, March 24-27, 1986)  
(Amended at Des Moines Meeting, March 22-25, 1987)  
(Amended at Indianapolis Meeting, March 12-15, 1989)  
(Amended at Kansas City Meeting, March 15-18, 1992)  
(Amended at West Lafayette Meeting, March 20-23, 2005)  
(Amended at Bloomington Meeting, March 26-29, 2006)  
(Amended at Winnipeg Meeting, March 25-28, 2007)  
(Amended at Cleveland Meeting, June 5-8, 2016)  
(Amended at the Madison Meeting, March 18-21, 2018)  
(Amended at the Virtual Business Meeting, April 15, 2020)  
(Amended at the Virtual Final Business Meeting, June 23, 2021)

**PREAMBLE**

Whereas, the American Association of Economic Entomologists ceased to exist in name through the pooling of its interests and resources with those of the Entomological Society of America on January 1, 1953, and whereas, the new joint society adopted a new Constitution and By-Laws under which it was to be governed and operated, it therefore became necessary for the regional organization initially established on March 29, 1946 as the North Central States Branch of the American Association of Economic Entomologists to change its name to the North Central Branch, the Entomological Society of America and to adopt a new Constitution and By-Laws. This was done March 19, 1953.

**ARTICLE I**  
**NAME AND OBJECT**

SECTION 1.

This organization shall be known as the North Central Branch of the Entomological Society of America.

SECTION 2.

It shall be the purpose of this organization to promote the interests of the Entomological Society of America and thereby the science of Entomology, to foster cooperation in all measures tending to that end, to hold meetings and conferences and to publish the minutes of its regular meetings.

**ARTICLE II**  
**MEMBERSHIP**

SECTION 1.

The classes of membership shall be the same as in the Entomological Society of America, namely, Regular Member, Honorary Member, Emeritus Member, Student Member, Student Transition, Early Professional and subcategories as determined by the Governing Board.

#### SECTION 2.

Any member of the parent Society in good standing who resides within the Branch area, or who resides outside the boundaries of The Branch area and elects membership in the Branch, may be a member of the Branch.

#### SECTION 3.

The North Central Region, for purpose of delimiting the Branch area, shall be understood to include the states of Colorado, Illinois, Indiana, Iowa, Kansas, Kentucky, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota, Wisconsin, Wyoming and the provinces of Manitoba and Ontario west of longitude 80, provided however, that the extent of the region may be altered by procedures defined by the By-Laws.

### **ARTICLE III OFFICERS**

#### SECTION 1.

The Officers of this organization shall be a President, a President-Elect, a Secretary-Treasurer, and a Representative to the Governing Board of the Entomological Society of America.

#### SECTION 2.

The President-Elect ordinarily shall serve for one year and will serve as president the following year. The individual will continue to serve the Branch administration during the year following as a member of the Executive Committee with the title of Immediate Past President.

#### SECTION 3.

The term of office of the Secretary-Treasurer shall be three years. This position can only be re-elected for one additional term.

#### SECTION 4.

The term of office of the Representative to the Governing Board shall be three years. This position can only be re-elected for one additional term.

### **ARTICLE IV EXECUTIVE COMMITTEE**

#### SECTION 1.

The Executive Committee shall consist of the following nine members with full voting privileges: President, President-Elect, Immediate Past President, Secretary-Treasurer, Representative to the ESA Governing Board, Chair of the Student Affairs Committee, Chair of the Early Career Professionals Committee, and two Members-at-Large.

#### SECTION 2.

The members of the Executive Committee shall be elected by written or electronic ballot by procedures specified in the By-Laws.

### **ARTICLE V SECTIONS**

#### SECTION 1.

The membership of the Branch may be arranged into Sections comparable to those in the parent society.

### **ARTICLE VI MEETINGS AND VOTING**

#### SECTION 1.

Annual meetings shall be held at the time and place selected by the Executive Committee. This Committee shall report at the annual business meeting and their selection of time and place be subject to approval of the members present.

#### SECTION 2.

Fifty members shall constitute a quorum of the Branch and five a quorum of the Executive Committee for the transaction of business.

SECTION 3.  
A majority of votes cast shall be deciding in all matters put to a vote, unless otherwise specified in the Constitution or By-Laws.

### **ARTICLE VII CONSTITUTION**

#### SECTION 1.

Except as otherwise specifically provided in this Constitution and amendments thereto, the North Central Branch shall operate within the provisions of the By-Laws of the Entomological Society of America.

#### SECTION 2.

This Constitution may be amended by a two-thirds majority of members voting either via electronic ballot or in-person at business meetings. Proposed amendments and changes must be made available to NCB members at least 30 days prior to any vote either by publication on ESA-NCB's website or through email communication to NCB Membership.

### **By-Laws ARTICLE I MEMBERSHIP**

#### SECTION 1.

The extent of the North Central Region may be altered by withdrawal of a member state or Canadian province, or by addition of any contiguous state or province, on petition of two-third of the active members of the Entomological Society of America residing within that state or province, provided such petition is approved by the Executive Committee of the Branch and is endorsed by the Governing Board of the Entomological Society of America and approved by the Society.

#### SECTION 2.

Only Active Members (including Honorary and Emeritus) shall have the privilege of holding office, with the exception of the student member at large to the executive committee. Only student members shall have the privilege of holding the office of student member at Large. Student as well as Active Members shall have equal privileges to vote, and participate in programs and annual meetings.

### **ARTICLE II OFFICERS AND EXECUTIVE COMMITTEE - DUTIES AND ELECTION**

#### SECTION 1.

The President shall preside at meetings of the Branch and of the Executive-Committee and shall have and exercise such powers as are necessary to carry out official duties. In case of vacancy in the Presidency the President-Elect shall become President.

#### SECTION 2.

The President-Elect shall preside at sessions designated by the President and shall assume the duties of the President in the latter's absence. In case of vacancy in the Office of President-elect the Executive Committee Member at Large with the longest tenure of service as such shall become President-Elect.

#### SECTION 3.

The Secretary-Treasurer shall serve as business officer, keeping the accounts and records of the Branch; report annually to the Branch, having the accounts audited prior to the Branch meeting by a committee selected by the President; receive remuneration for personal expenses incurred in attending Branch meetings, subject to approval of the President; and can only be elected for one additional term. The election of the Secretary-Treasurer shall take place one year in advance of taking office.

#### SECTION 4.

The Representative to the Governing Board of the Entomological Society of America shall serve as liaison officer between the Branch and the Society, and shall represent the Branch in the conduct of the business of the Entomological Society of America. The individual shall be eligible for re-election once. Ordinarily the individual shall be one well versed in the affairs of the Branch and willing to attend meetings of the Governing Board; in case of inability to attend, the President shall designate an alternate representative.

#### SECTION 5.

The Officers and the Executive Committee Members at Large, unless otherwise specified, shall be elected by written or electronic ballot. All newly elected individuals except the Representative to the Governing Board shall take office at the close of the meeting at which they are elected. The newly elected Representative to the Governing Board shall not take office until the final business session at the subsequent annual meeting of the Entomological Society of America.

#### SECTION 6.

The Executive Committee shall select a Nominating Committee which shall consist of three Active Members not currently holding office. It shall be the duty of this Committee to nominate two candidates for each office where vacancies occur or terms of service of incumbents are due to expire at the following annual meeting. This Nominating Committee shall report its nominations to the President and to the Secretary-Treasurer. The Secretary-Treasurer shall announce the roster of candidates to the Active Members not less than one month prior to the annual meeting. The ballot shall be distributed in written or electronic form to the Branch membership prior to the annual meeting. Members will cast ballots so as to be received by the specified deadline prior to the annual meeting. In case of a tie vote for any office the Nominating Committee shall decide the tie.

#### SECTION 7.

The terms of office of the Representative to the Governing Board and of the Secretary-Treasurer shall be arranged that they do not terminate in the same year. The terms of service of two Executive Committee Members-at-Large shall be three years each, staggered to terminate in different years. The term of service of the third Member-at-Large, representing the Early Career Professionals Committee, shall be two years. The term of service of the Student Member-at-Large to the Executive Committee shall be one year, aligning with the term of service of the SAC Chair.

#### SECTION 8.

No member may occupy more than one office at any one time except for temporary appointments by the Executive Committee or the President.

#### SECTION 9.

A vacancy in the position of Secretary-Treasurer, Representative to the Governing Board, or Executive Committee Member at Large, occurring in the interval between meetings, may be filled until the next annual election by temporary appointment by the President with approval of the Executive Committee.

### **ARTICLE III DUES AND FEES**

#### SECTION 1.

There shall be no membership dues.

#### SECTION 2.

A registration fee may be charged all persons attending the regular sessions of the annual meetings except Honorary and Emeritus members who shall be exempt from such fees. The amount of registration fee shall be set by the Executive Committee.

## **ARTICLE IV COMMITTEES**

### **SECTION 1.**

The President shall appoint Branch committees other than the Nominating Committee, as may be needed, in accordance with procedures adopted by the Executive Committee and the Membership. Such committees shall include:

- a. Standing Committees, include Program, Local Arrangements, Audit, Archivist, ESA Awards, Linnaean Games, NCB Awards, Nominating, Student Awards, Student Affairs, Photo Salon, and Membership. {note: the Early Career Professionals (ECP) Committee was already approved by the NCB Executive Committee}
- b. Ad Hoc Committees with specific duties and specified terms of activity.

All committees will submit an annual report to the executive committee at the annual meeting. When appropriate, the report should include recommendations for future operations of the committee. The Executive Committee will consider the report and act on specified recommendations as appropriate. The report and Executive Committee action will be posted to the Branch website.

The President shall designate the chairman of individual committees. In the case of committees with rotational membership, the President shall appoint, in keeping with procedures adopted, members to replace those retiring or resigning from that committee membership. Ad Hoc committees may be established at any time by the Executive Committee or by the President.

### **SECTION 2.**

The Local Arrangements Committee shall make all arrangements for the annual meeting, including hotel and meeting room reservations, handle local publicity, aid in registration, be responsible for computers and other audio-visual-equipment and supervise a banquet and/or a guest program if such activities are desired.

### **SECTION 3.**

The Program Committee is responsible for the scientific content of the annual meeting and shall communicate with the membership for program suggestions, arrange for the printing and transport of the program to the meeting site, and deliver an electronic copy of the completed program to the Secretary-Treasurer not less than 6 weeks prior to the annual meeting for posting on the NCB-ESA website. The Chairman of this Committee will serve as a member of the next subsequent Program Committee.

### **SECTION 4.**

The Auditing Committee shall audit the Secretary-Treasurer's accounts, examine the annual financial statement and submit a report for acceptance by the Branch members at the annual meeting.

### **SECTION 5.**

The Linnaean Games committee shall function to organize and manage the Linnaean Games at the annual meeting. It shall consist of five members including three members serving three-year rotating terms, the Gamesmaster, and a student member.

### **SECTION 6.**

The Membership Committee shall consist of one member appointed by the president, who shall serve for three years as the Branch representative to the National Committee.

### **SECTION 7.**

The Photo Salon Committee shall consist of at least two members. This Committee will promote the acquisition and display of outstanding photos or slides of insects at Branch meetings and cooperate when appropriate with a similar committee at the annual meeting of the parent society.

### **SECTION 8.**

The Awards Committee will administer the Professional awards (Award of Excellence in Integrated Pest Management, Distinguished Achievement Award in Extension, Distinguished Achievement Award in Teaching, Legacy Contribution Award, Excellence in Early Career Award) and the Honorary Awards (C.V. Riley and Award of Merit). The committee shall, when requested, establish selection guidelines and solicit nominations for awards to be granted by the Branch or parent Society. The committee will be composed of six members who will serve for three years. The Awards committee will be coordinated by the

President-Elect. The Student Affairs Committee and the Early Career Professionals (ECP) Committee will elect a student and ECP representative, respectively.

#### SECTION 9.

The Student Affairs Committee shall consist of at least three student members (Chair, Chair-Elect, and Secretary-Treasurer) elected by the North Central Branch student body. The Student Affairs Committee develops programs of interest to students such as the Student Symposium, the Employment Opportunity Center, and the Student Mixer. Members of the Student Affairs Committee will encourage student participation in the Society.

#### SECTION 10.

The NCB Early Career Professionals (ECP) Committee shall consist of the following three officers: Chair, Chair-Elect, and NCB Representative to the ESA Early Career Professionals Committee. The ECP Committee Chair shall also represent ECP membership within the Branch as a voting member of the NCB Executive Committee. The Chair-elect and the NCB Representative to the ESA ECP Committee shall be elected by the ECP members within the NCB. The NCB ECP Committee develops programs of interest to early career professionals such as relevant symposia, networking and professional development activities, and social events. Members of the NCB ECP Committee will encourage ECP member participation and retention within the Branch and Society.

### **ARTICLE V AMENDMENTS TO BY-LAWS**

#### SECTION 1.

Changes in these By-Laws may be made by a two-thirds majority of members voting either via electronic ballot or in-person at business meetings. Proposed changes must be made available to NCB members at least 30 days prior to any vote either by publication on ESA-NCB's website or through email communication to NCB Membership.