Adopted 11-23-85  
NCSS Annual Meeting  
Chicago, Illinois  
Amended 1-28-05  
Baltimore, MD

BYLAWS
for the
SPECIAL INTEREST GROUP ON
TEACHING AND LEARNING ABOUT ASIA –
National Council for the Social Studies

Section I

Title: This suborganization of the National Council for the Social Studies shall be known as the Special Interest Group for Teaching and Learning about Asia (Asia SIG).

Section II

Purpose: The basic purpose of the Asia SIG is to promote and advance teaching and advance teaching and learning about Asia, and to serve as a vehicle by which members can communicate, interact, and share ideas, research, and common concerns pertaining to teaching and learning about Asia.

Section III

Membership: Membership shall be open to any active member of the National Council for the Social Studies.

Section IV

Dues: The amount of annual dues shall be proposed by the Executive Committee and voted upon by the members present at the annual business meeting. A majority vote is required for passage.

Section V

Organization: The Asia SIG shall be organized within the structure of the National Council for the Social Studies.

A) Annual Meeting: The SIG shall hold a business meeting and shall sponsor a program in conjunction with the annual meeting of NCSS.
B) **Voting:** Voting at business meetings will be restricted to members of the SIG.

C) **Executive Committee:** The Executive Committee shall be comprised of the SIG’s officers, selected by the SIG members present at the annual meeting.

Each year the Executive Committee shall solicit from SIG members nominations for officers to be elected and shall draw up a slate of nominees to be voted on at the annual meeting.

The following officers shall comprise the Executive Committee:

1) **Chairperson:** With the approval of the SIG members, the chairperson shall serve a one year term, having the previous year served as vice-chairperson. The chairperson shall chair the Executive Committee, serve as the Chief Liaison between the SIG and the NCSS, coordinate the overall functioning of the SIG, assure that SIG activities are consistent with the purposes of the organization, assume responsibilities for compiling and distributing the SIG newsletter, and file an annual report with NCSS regarding SIG activities.

2) **Vice Chairperson:** With the approval of the SIG members, the vice chairperson shall serve a one year term, having served the previous year as the secretary/treasurer. The vice chairperson shall be responsible for organizing the program for the annual meeting and for aiding the chairperson in carrying out his/her responsibilities. The vice chairperson shall assume the position of chairperson when the term of the person holding that position has expired.

3) **Secretary/Treasurer:** The secretary/treasurer shall be elected at the annual meeting and shall serve a one year term. The secretary/treasurer shall collect annual dues from SIG members, maintain the SIG’s financial records and manage the SIG’s bank account, maintain an up-to-date membership list, and compile and file minutes of the annual business meeting. With the approval of the SIG members, the secretary/treasurer shall assume the position of vice chairperson when the person currently holding that position assumes the responsibilities of the Chairperson.

4) **Ex Officio Member:** The immediate past chairperson shall serve on the Executive Committee for one year in an advisory capacity.
D) **Functioning of the Executive Committee**: The duties and powers of the Executive Committee shall include the following:

1) Help to facilitate the functioning of the SIG.
2) Recommend dues for consideration at the annual SIG business meeting.
3) Submit a slate of nominees for SIG officers to be voted on at the annual business meeting.
4) Represent and act for the SIG in activities occurring at times other than regular business meetings.
5) Appoint ad hoc committees as the need arises.
6) Call special meetings other than the annual business meeting when deemed appropriate by all members of the Executive Committee.

E) **Quorum**: A quorum at the annual business meeting shall consist of the members present.

F) **Procedures**: Meetings shall be conducted in accordance with Roberts Rules of Orders.

G) **Amending the Bylaws**: The SIG Bylaws may be amended by the following procedures:

   a) Presentation of the proposed amendment in writing to the Executive Committee at least thirty days prior to the annual meeting.
   b) A two-thirds vote of those members attending the annual business meeting.