

SOCIETY FOR ALBANIAN STUDIES

BYLAWS

Article I- SAS

Article II- Membership

Article III- Members of the Board

Article IV- Officers

Article V- Elections

Article VI- Financial Operations

Article VII- General Meeting

Article VIII- Committees

Article IX- Publications

Article X- Honors and Awards

Article XI- Affiliation of SAS

Article XII- Amendments to Bylaws

Article XIII- Dissolution of the SAS

Article XIV- Final Dispositions

Article I. SAS

A. Name

This organization shall be known as the Society for Albanian Studies (SAS).

B. Purpose

1. The Society for Albanian Studies is an international interdisciplinary academic organization based in the United States of America dedicated to promoting the professional study, criticism, and research of all aspects of Albanian culture, society

and politics, particularly concerning the countries of Albania, Kosovo, Macedonia, and Montenegro, as well as the Albanian diaspora worldwide.

2. The SAS is a scholarly and academic association. It stands to promote the values of academic knowledge, free scientific inquiry, and scholarly integrity. Consequently, it shall not serve as a platform for political propaganda or for furthering the political interests or agenda of any individual, institution, organization, or government.

C. Means

The society holds annual meetings to promote Albanian studies, at least one General Meeting, in compliance with Article VII, in conjunction with the meetings of the Association for Slavic, East European, and Eurasian Studies (ASEEES), formerly the American Association for the Advancement of Slavic Studies (AAASS), with which SAS is affiliated. Additional meetings may be scheduled by the Board. SAS publishes a Newsletter to keep its membership informed, maintains a web site, and a list serve, and carries out other activities designed to advance the field of Albanian Studies.

Article II: Membership

A. Eligibility

1. The Society for Albanian Studies (SAS) is open to all academics (faculty, researchers, and students) who have an interest in Albanian studies, in Albania, Kosovo, Macedonia, Montenegro, and their diasporas, regardless of where they reside. Independent scholars, writers, jurists, retired academics, diplomats, librarians, professionals working in the private sector, students, and others with an interest in deepening their knowledge and understanding of Albanian societies, cultures, literature, history and politics are also invited to join.

2. There shall be six (6) categories of individual memberships: Regular Members, Graduate Student Members, Undergraduate Student Members, Sustaining Members, Sponsors, and Patrons.

2.1. Academics actively holding teaching and/or research appointments at an accredited university, including professorships and postdoctoral appointments, those who have duly served and retired from such positions, or independent scholars holding a Ph.D., shall be considered Regular Members.

2.2. Currently matriculated graduate students shall be considered Graduate Student Members and pay a reduced membership rate.

2.3. Currently matriculated undergraduate students shall be considered Undergraduate Student Members. Membership for this category shall not require any dues.

2.4. All non-academic members shall be considered Sustaining Members, Sponsors and Patrons, depending on their level of support for the organization, as established by the Board.

In addition, organizational sponsors and patrons may be approved by the Board on a case by case basis. Member organizations do not have a vote but their support will be acknowledged by SAS, including linking to organizational web sites.

3. Members shall be subject to such dues as may be determined from time to time by the Board.

4. Any person as defined under Article II.A.1 and in agreement with the statement of purpose given in Article 1.B may become a member by full payment of annual dues for the calendar year in which her/his membership is to begin.

5. If a member resigns during any given year, her/his dues for the calendar year in which s/he resigns will be forfeited.

6. It is the responsibility of any and all members to remain in good standing with the SAS, which also includes abiding by the Society's purpose and principles as stated in these by-laws. The Board of the SAS, as defined by Articles III and IV, shall have the power to review membership status accordingly and decide upon contested cases pursuant to Article III.D.

B. Membership Year

The membership year shall start on January 1 and end on December 31. Membership in the SAS shall be renewable on an annual basis.

C. Rights

Members shall have the right to participate, subject to rules established by the Board Council and the Bylaws, in programs and activities of the SAS. In addition, individual members shall have the right to:

1. vote for elective officers
2. vote on matters referred by the Board
3. seek to petition the Board.

Individual members, with the exception of Graduate Student Members and Undergraduate Student Members, shall have the right to:

4. hold office in the SAS, except for President and President-Elect (see C.5) and Newsletter Editor (see C.6).

5. Only a Regular Member in good standing may be nominated and elected President-Elect and serve as President.
6. Only a Regular Member in good standing may be nominated and elected Newsletter Editor. A Graduate Student Member may also be nominated and elected Newsletter Editor provided that the member is at the ABD stage at the time of nomination.
7. Individual Graduate Student Members may be nominated and elected to serve on the Board, as defined in Article III.A.

Article III: Members of the Board

A. Definition and Composition

The Board of the Society for Albanian Studies shall be responsible for the administration of SAS affairs. The Board shall consist of the President, President-Elect, immediate Past-President, Treasurer, Newsletter Editor, and at least four Board Members. At least one duly elected Graduate Student Member shall be a member of the Board.

1. The President shall appoint members at large to the Board if and when they agree to serve on committees convened by the President.

B. Terms of Office

Regular terms of office begin on January 15 following the general election.

1. The President-Elect serves two years and succeeds to the office of President upon completion of the President's term.
2. The President serves two years and succeeds to the office of the Past-President.
3. The Past-President serves two years.
4. The Treasurer serves a four-year term.
5. The Newsletter Editor serves a two-year term.
6. Board Members serve staggered terms, each to last four years.
7. The Board will elect a Secretary from among the Board Members. The Secretary serves a two-year term.

C. Duties of the Board

1. The Board shall be responsible for the administration of SAS affairs. The Board shall have authority to execute on behalf of the SAS all powers and functions of the SAS consonant with the Bylaws.
2. The Board shall meet either in person or electronically. The Board meetings shall be as frequent as needed and at least once every year. The Board is responsible for enabling full participation of all Board members.
3. The Board shall supervise the use of SAS funds, approve the annual budget, and receive the annual Budget and Financial Reports.
4. The Board shall also approve the sites and themes of regional and thematic meetings, if any are proposed.
5. The President shall be the presiding officer of the SAS and Chair of the Board. The President shall exercise the duties and responsibilities commonly associated with the office and as further defined under Article IV.
6. Program chairs of regional and thematic meetings may be appointed as needed. Their responsibilities will be mutually agreed: the agreement shall include the mission statement of the SAS and stipulate open calls for participation.

D. Decision-making

1. Valid decisions require that a quorum of at least two-thirds of the Board Members and the President or President-Elect be present (either in person or virtually) and voting.
2. Decisions by the Board shall be made by a simple majority.

E. Attendance

Each elected officer has the duty to participate in Board meetings in person or electronically.

F. Vacancies

1. In the event of death, resignation, or incapacity (as determined by two-thirds of the Board) of the President, the President-Elect shall assume the duties of the President and hold the title of Acting President until succeeding to the office of President after the end of the next General Election.
2. The Board may by appointment fill a vacancy for a Board member or officer and such appointment shall be effective until the next General Election. A special concurrent election may then be held for the remainder, if any, of the Board members.

3. Should the immediate Past-President be unable to serve, the position shall remain vacant.

4. In the event of another vacancy among officers, the President shall appoint an interim replacement.

Article IV: Officers

A. The officers of the SAS shall be the President, the President-Elect, the immediate Past-President, the Secretary, the Treasurer, and the Newsletter Editor elected by the membership.

B. The President shall preside at all meetings of members and shall be the Chair of the Board. S/he shall sign all contracts, agreements and other instruments which may be entered into by or on behalf of the SAS for activities mandated by these Bylaws or for which there has been Board approval.

C. The President-Elect shall assist the President in the execution of his/her functions and perform the duties of the President in the absence of the President. S/he shall also perform those specific duties assigned by the Board.

D. The Past-President shall assist the President and the President-Elect in the execution of their functions.

E. The Secretary shall keep the minutes of all meetings of the Society and of the Board; shall establish and maintain the Archives of the Association; shall keep a record of the SAS committee membership; shall receive and answer correspondence addressed to the Association in consultation with the President; and shall send notices of meetings and announcements regarding other associations. The Secretary shall receive and tabulate ballots and report on the result of elections.

F. The Treasurer shall have the care and custody of all funds of the Society which shall come into her/his hands and shall deposit the same in such manner and in such banks as the Board or the President may direct, and shall disburse such funds under the direction of the Board. S/he shall keep true books of account and render statements thereof whenever required, and in no case less frequently than once a year, at the annual meeting of the Society. S/he shall manage the collection of dues, and shall keep accurate lists of the members in each category. S/he shall provide to members present at the annual meeting of the Society a written statement of disbursements and assets for the current fiscal year.

G. The Newsletter Editor shall have the responsibility of soliciting news from members and of compiling the SAS newsletter.

Article V: Elections

A. Eligibility

All SAS members in good standing during the voting period may vote for the election of officers.

B. Nominating Committee

1. The Past-President shall chair the Nominating Committee, which shall consist of one Board Member selected by the Past-President, and one person appointed by the President.
2. The Nominating Committee shall prepare a slate of candidates with at least one nominee for President-Elect and each upcoming Board vacancy. The Committee shall strive to promote balanced representation in regard to age, gender, professional background, locations of residence, and geographical and disciplinary areas of specialization, but shall not be bound by any particular formula. The Nominating Committee may not nominate any of its members.
3. The Committee shall ascertain that each candidate is a member of the SAS in good standing, and that the candidate has given the Committee formal consent to be nominated.
4. The slate of nominees shall be given to the President no later than September 1st of the election year, and immediately forwarded to the Board.
5. In the case of an officer's term being interrupted by resignation or any other reason an ad-hoc nominating committee shall be formed by the President from among Board members. Candidates identified by the Nominating Committee shall then be presented to the membership and an election for the unfilled portion of the officer's term shall be held.

C. Ballots

1. Ballots containing the Nominating Committee's slate and any other valid nominations shall be sent to the membership electronically no later than November 30 of the election year.
2. Ballots shall be returned to the Secretary no later than December 1 of the election year. The Secretary shall tabulate the results and forward them to the President no later than December 15th. Results will be announced no later than January 1st.

D. Voting

1. The procedure for voting shall strive to ensure that voting is secret and that only members in good standing may vote.
2. Voting will be by electronic media.

Article VI: Financial Operations

A. Fiscal Year: The fiscal year for the SAS shall be January 1 to December 31.

B. Funding: The SAS shall endeavor to raise funds from donors and membership dues. The Board may approve additional fund-raising activities.

C. Membership Dues

1. Dues shall be set by the Board. The Board may create various categories and durations of membership.
2. If membership dues are not paid, memberships shall expire one calendar month after the renewal date.

D. Financial Control

1. The Board exercises financial control over the SAS funds. To facilitate this control, the Treasurer shall render statements thereof whenever required, in compliance with Article IV.F.
2. The Treasurer shall disburse such funds under the direction of the Board. For amounts greater than USD500, the Treasurer shall seek prior Board approval.
3. The Treasurer shall be able to disburse amounts up to USD500 as needed, to cover postage, newsletter expenses, web site construction and maintenance, and the like.

Article VII: General Meeting

A. The General Meeting shall consist of a Membership Meeting and a planned program of discussions organized by the Board.

B. The Membership Meeting shall be open to all members and guests of the SAS. Reports shall be presented by the President and the Treasurer. Other committees and individuals as appropriate may also give reports.

C. Elections for the Board and amendments to the Bylaws shall not be conducted at the General Meeting but shall be conducted according to Article V.

Article VIII: Committees

A. The Board or the President shall establish such committees as may be necessary for the conduct of the SAS affairs. Such committees shall be established as either standing committees or ad hoc committees.

B. Committee Membership. The Board shall serve as a Committee on Committees, advising the President as to the establishment, abolition, and composition of standing and ad hoc committees. All committee members shall be appointed by the President subject to the approval of the Board.

C. Standing Committees. Standing Committees of the SAS include the following: the Book Prize Committee, the Graduate Essay Prize Committee, and the Nominating Committee. Other standing committees can be created at the suggestion of the President with approval of the Board.

Article IX: Publications

A. The Newsletter. The SAS shall publish a Newsletter, distributed electronically to all SAS members in good standing. The Newsletter Editor is a member of the Board.

B. Other Publications. The SAS shall publish such other regular or occasional publications as the Board deems necessary in the promotion of the SAS's objectives.

Article X: Honors and Awards

A. The SAS confers two major awards on an annual basis. These are the Stavro Skendi Book Prize for Achievement in Albanian Studies and the Arshi Pipa Best Graduate Student Paper Award. Any English-language book in the field of Albanian Studies published within the last three years prior to the award's conferral shall be eligible for the Stavro Skendi Book Prize. Nominations for the book prize shall be made to the Book Prize Committee prior to the deadline established by the said Committee. Nominations shall be open to all and self-nominations shall also be accepted. The winning book shall be chosen by the Book Prize Committee. If no nominations are received, the year's Book Prize Award will not be presented.

The Arshi Pipa Best Graduate Student Paper Award shall recognize significant and important original research made by a Graduate Student Member that advances the field of Albanian Studies and the student's prospects for ongoing future contributions to Albanian Studies. Nominations for the Best Graduate Student Paper Award shall be made to the Graduate Essay Prize Committee prior to a deadline established by the said Committee. Nominations can be made by any member in good standing and self-nominations shall also be accepted. The author of the paper must be a Graduate Student Member of the SAS at the time of nomination and the paper must have been written no more than two years before the paper's nomination. The winning paper shall be chosen by the Graduate Essay Prize Committee. If financially feasible, the Graduate Student Paper Award shall be accompanied by a small monetary reward. If no nominations are received, the year's Graduate Student Paper Award will not be presented.

B. From time to time, the SAS may give the Fan S. Noli Lifetime Achievement Award for the Advancement of Albanian Studies, which recognizes an individual's career work in the advancement and promotion of Albanian Studies in the United States and internationally. A

nomination can be made on a rolling basis by any member accompanied by the signatures of at least twenty-five (25) percent of the association's members. The nominee need not be a member of the SAS. Nominations shall be made to the Board and must include a letter detailing the nominee's merits justifying conferral of the award. The nomination must also include a file containing a detailed Curriculum Vitae of the nominee documenting the nominee's scholarly output, institutional roles, and other academic and non-academic activities, a significant portion of which must have been dedicated to the support and advancement of Albanian Studies.

Upon receipt of the nomination, the President shall, without undue delay, appoint an ad hoc Lifetime Achievement Award Recommendation Committee, consisting of at least three members, and at least one of which, but no more than two, must be from the nominee's own academic discipline. The Lifetime Achievement Award Recommendation Committee shall review and evaluate the merits of the nominee's accomplishments and their contribution for the advancement of Albanian Studies, and make a recommendation to the Board. The final decision on the Award's conferral shall be made by the Board with a majority vote.

The Lifetime Achievement Award may be awarded posthumously. The SAS shall not confer more than one Lifetime Achievement Award every three years.

C. The Board may establish other honors, awards, and prizes as deemed appropriate.

Article XI: Affiliation of SAS

The SAS is currently affiliated with the Association for Slavic, East European and Eurasian Studies (ASEEES) and the Southeast European Studies Association (SESA). The Board shall decide future affiliation to other scholarly societies.

Article XII: Amendments to Bylaws

A. Amendments to these Bylaws may be proposed by the Board or by written petition to the Board signed by five percent of the voting membership.

B. Proposed amendments shall be submitted to the membership for ratification according to Article II. A and Article V. A. Proposed amendments shall usually appear on the ballot for election of officers but may, at the discretion of the Board, be submitted to the membership at other times.

C. Amendments shall pass with a simple majority of votes cast.

Article XIII: Dissolution of the SAS

The SAS can be dissolved by a membership referendum, with a two-thirds majority of votes cast. In case the SAS is dissolved, its assets shall be used to cover liabilities. The remaining assets shall be donated to further research and other work that is commensurate with the goals of the SAS as stated in the Bylaws. It is the responsibility of the Treasurer to provide full disclosures and reports on the status of finances and assets prior to each distribution step. While all members

will be able to suggest suitable recipients for the donation, the decision shall be made by the Board with a simple majority vote. The President has the power to break a voting deadlock. A full final report by the President, officers, and the Board on all dissolution proceedings shall be distributed by electronically to the membership. With the distribution of the final report, all officers and Board members are relieved of their duties, powers, and responsibilities, and the organization ceases to exist.

Article XIV: Final Dispositions

These Bylaws enter into force on December 1, 2015.