



## **WESTERN SOCIETY OF WEED SCIENCE CONSTITUTION AND BY-LAWS**

Revised March 2025

### **CONSTITUTION**

#### **ARTICLE I - NAME**

Section 1. The name of this organization shall be the "Western Society of Weed Science," hereinafter called the "Society". The Society area shall include Alaska, Arizona, California, Colorado, Hawaii, Idaho, Kansas, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington, Wyoming, Alberta, British Columbia, and Saskatchewan.

#### **ARTICLE II - OBJECTIVES**

The objectives of the Society shall be:

- Section 1. To foster cooperation among state, federal, provincial, and private agencies in matters of weed science in the Society area.
- Section 2. To support the Weed Science Society of America and foster state and regional organizations of persons and agencies interested in weed control and management.
- Section 3. To aid and support commercial, private, and public agencies in the prevention, identification and solution of weed problems.
- Section 4. To foster and encourage education and research in weed science.
- Section 5. To support legislation governing weed control and management programs and weed research and education programs.

- Section 6. To assist in the development of uniform weed control and management and eradication legislation and weed seed quarantine legislation and regulations.

### ARTICLE III - MEMBERSHIP

- Section 1. Membership shall be open to anyone interested in the objectives of the Society. Three types of membership are provided: (a) active, (b) honorary, and (c) sustaining.
- Section 2. Active members are individuals who are interested in weeds or their control and management, and who have paid their annual dues to the treasurer. Active members may attend all Society meetings, vote on Society matters, hold office, and receive official notices of all meetings.
- Section 3. Honorary members are selected individuals whose activities have been largely from outside the Western Society of Weed Science who have significantly contributed to the field of weed science, and who are elected by two-thirds majority of the Board of Directors. Honorary members shall receive all publications and announcements of the Society but will not be eligible to vote or hold office.
- Section 4. Sustaining members are public or private individuals or organizations interested in the objectives of the Society, who wish to participate in the activities of the Society and who have remitted their annual sustaining membership dues.

### ARTICLE IV- OFFICERS AND BOARD OF DIRECTORS

- Section 1. The officers of the Society shall be:
- (1) President
  - (2) President-Elect who serves as Program Chairperson
  - (3) Secretary
  - (4) Treasurer
- Section 2. The Board of Directors shall be composed of:
- (1) President
  - (2) President-Elect
  - (3) Secretary
  - (4) Treasurer
  - (5) Immediate Past-President
  - (6) Representative to WSSA
  - (7) Chairperson of the Research Section
  - (8) Chairperson of the Education and Regulatory Section
  - (9) Member-at-Large – public sector
  - (10) Member-at-Large – private sector
  - (11) Representative to CAST

(12) Student Liaison Chairperson

Non-voting Board members:

(13) Chairperson-Elect of the Research Section

(14) Chairperson-Elect of the Education and Regulatory Section

(15) Business Manager

(16) Representative for Constitution and Operating Procedures

(17) Student Liaison Chair-elect

- Section 3. The President, President-Elect, Secretary, *and Treasurer* shall begin their duties at the close of the regular business meeting at which they are installed and shall remain in office until the close of the next regular Society business meeting at the end of their respective terms. Other members of the Board of Directors shall begin their term at the close of the meeting at which they are installed, except the Representatives to WSSA and CAST whose term is described in ARTICLE IV, Section 5 and 7 of the Constitution.
- Section 4. The Chairperson of the Research Section and Chairperson of the Education and Regulatory Section shall serve a one-year term beginning at the close of the business meeting at which they become chairpersons.
- Section 5. The President, with the consent of the Board of Directors, shall appoint a Society Representative to the Weed Science Society of America who shall serve a three-year term beginning at the Weed Science Society of America Business meeting in the year following appointment.
- Section 6. The Board of Directors shall appoint a Business Manager to serve as they may direct.
- Section 7. The President, with the consent of the Board of Directors, shall appoint a Society Representative to the Council for Agricultural Science and Technology (CAST) to serve as they direct. The Representative to CAST shall serve three (3) years, beginning after the CAST fall meeting. The Representative to CAST shall be voting member of the Board of Directors.
- Section 8. The Chairperson-Elect of the Research Section and Chairperson-Elect of the Education and Regulatory Section shall serve a one-year, non-voting, term beginning at the close of the business meeting at which they become chairpersons-elect.
- Section 9. The President, with the consent of the Board of Directors shall appoint a person to serve as a Representative of Constitution and Operating Procedures to a term of five years. This person shall be parliamentarian on behalf of the President and shall serve as a non-voting member of the Board of Directors provided that (s)he is not concurrently serving as a duly elected member of that body.
- Section 10. The President-Elect will appoint a Member-at-Large who will take office at the same time as the President-Elect and will serve on the Board for two (2)

years. The person selected by the President-Elect should be from the private or public sector, whichever area is not already represented on the Board of Directors by the other Member-at-Large.

- Section 11. The Student Liaison is a two-year position; the first year as Chairperson-elect and the second year as Chairperson and voting member on the Board of Directors. The Chairperson-elect is voted into office at the annual student business meeting, then ascends to Chairperson at the end of the student business meeting the following year.

## ARTICLE V - SOCIETY SECTIONS

- Section 1. In promoting a full exchange of ideas and information on weed science and to facilitate programming of meetings, there shall be two general sections as follows:  
(1) The Research Section  
(2) The Education and Regulatory Section
- Section 2. These two sections may have sectional programs, project meetings and informal discussions of research reports and other pertinent information. Such meetings shall be at the regular meeting at a time designated by the Program Committee.
- Section 3. The Chairperson of each of these sections shall be a member of the Society Board of Directors and shall be elected as stated in Article VI, Section 3.

## ARTICLE VI - ELECTION OF OFFICERS

- Section 1. The Nominating Committee shall be appointed by the President, with the advice and consent of the Board of Directors. They shall present their nominations for each office to be filled to the Board of Directors for approval before presenting the nominees to the membership for election by ballot. No member's name shall be placed on the ballot without the member's consent. All candidates for office shall be selected from the Society membership and shall be elected by the majority of the members voting. In case of a tie vote, the winner shall be determined by flip of a coin in the presence of both nominees or their representatives at a meeting of the Board of Directors.
- Section 2. The terms of office shall be as follows: The officer moving through the office of President-Elect, President, and Immediate Past-President shall be a member of the Board of Directors for a three-year term; the Secretary shall serve a two-year term; the Treasurer shall serve a three-year term (and preferably have served on the Finance Committee in the past).
- Section 3. The Chairperson-Elect of the Research and the Education and Regulatory sections shall be elected by the Society and serve a one-year term. Following this, they shall succeed as Chairperson of their section for an additional one-year term. The Chairperson-Elect shall serve as Chairperson if the Chairperson is unable to serve his/her term.

- Section 4. If an elected officer cannot serve the full term, the vacancy shall be filled for the interim by appointment by the President with the advice and consent of the Board of Directors, unless otherwise provided for in this Constitution. The President-Elect shall serve as President if the President becomes unable to serve. This service shall not constitute his/her term as President. In case both the President and President-Elect are unable to serve, the most Immediate Past-President who is willing to serve shall serve as interim President until the members elect new officers.

## ARTICLE VII - STANDING COMMITTEES

- Section 1. There shall be fifteen Standing Committees: Program, Finance, Publications, Local Arrangements, Nominating, Public Relations, Nominations of Fellows and Honorary Members, Site Selection, Awards, Poster, Student Paper Judging, Necrology, Sustaining Membership, Legislative, and Herbicide Resistant Plants appointed by the President with the advice and consent of the Board of Directors.
- Section 2. The Program Committee shall consist of the President-Elect as Chairperson, the two Section Chairpersons, and such other members appointed by the Program Committee Chairperson as required to give all phases of weed science adequate representation.
- Section 3. The Finance Committee shall consist of the Treasurer serving as Chairperson and three members. Terms for committee membership shall be three years, established to expire alternately so that at least two members continue over each year.
- Section 4. The Publications Committee shall consist of the President-Elect (Chairperson), Proceedings Editor, Research Reports Editor, Newsletter Editor, and Website Editor.
- Section 5. The Local Arrangements Committee shall consist of a Chairperson and others as needed. Terms of office of this committee shall be as in Section 3 above.
- Section 6. The Nominating Committee shall consist of Chairperson, Immediate Past-President, and two rotating members. Terms of office of this committee, excluding the Immediate Past-President, shall be as in Section 3 above.
- Section 7. The Public Relations Committee shall consist of a Chairperson and two additional members. Terms of office of this committee shall be as in Section 3 above.
- Section 8. The Committee for Nominations of Fellows and Honorary Members shall consist of three Fellows of the Society and the Immediate Past-President. Terms of office of this committee shall be as in Section 3 above.
- Section 9. The Site Selection Committee shall consist of a Chairperson and two additional members. Terms of office of this committee shall be as in Section 3 above.

- Section 10. The Awards Committee shall consist of a Chairperson and two additional members. Terms of office of this committee shall be as in Section 3 above.
- Section 11. The Poster Committee shall consist of a Chairperson and two additional members. Terms of office of this committee shall be as in Section 3 above.
- Section 12. The Student Paper Judging Committee shall consist of a Chairperson and two additional members. Terms of office of this committee shall be as in Section 3 above.
- Section 13. The Necrology Committee shall consist of a Chairperson and two additional members. Terms of office of this committee shall be as in Section 3 above.
- Section 14. The Sustaining Membership Committee shall consist of a Chairperson and two additional members. Terms of office of this committee shall be as in Section 3 above.
- Section 15. The Legislative Committee shall consist of a Chairperson and two additional members. Terms of office of this committee shall be as in Section 3 above. Members shall be eligible for re-appointment to serve a second 3-year term.
- Section 16. The Herbicide Resistant Plants Committee shall consist of a Chairperson and at least two additional members. A Society student may also be named member of this committee. Terms of office of this committee shall be as in Section 3 above.
- Section 17. The Diversity and Inclusion Committee shall consist of a Chairperson and at least two additional members. A Society student may also be named member of this committee. Terms of office of this committee shall be as in Section 3 above.

#### ARTICLE VIII - DUES

- Section 1. The amount of dues and the method of collecting such dues shall be determined by the Board of Directors.
- Section 2. In the event of the dissolution of the Western Society of Weed Science, the physical assets shall be sold and after payment of all debts, money possessed by the Society shall be given prorated on a membership basis without let or hindrance to agricultural education institutes in the states and provinces listed in Article I, Section 1, by the Board of Directors holding office at the time of dissolution

#### ARTICLE IX - MEETINGS

- Section 1. Meetings shall be held at such time and places as may be determined by the President in consultation with the Board of Directors.

## ARTICLE X - BY-LAWS

Section 1. The Society may adopt By-Laws.

## ARTICLE XI - AMENDMENTS

Section 1. The Constitution and By-Laws may be amended by majority vote of the members present at any regular meeting.

## **WSWS BY-LAWS**

### ARTICLE 1 - DUTIES OF OFFICERS

- Section 1. The President shall be the Chief Executive Officer of the Society. (S)He shall act as Chairperson of the Board of Directors, carry out the spirit of the Constitution and the decisions of the Board of Directors, appoint designated officers and committees, and perform other usual duties of that office. (S)he may confer if, in his/her opinion, a member of the Society has demonstrated distinguished service, the Presidential Award of Merit. Presentation of this award must have majority approval of the Board of Directors.
- Section 2. The President-Elect shall perform the duties of President if (s)he cannot serve; serve as Chairperson of Program Committee; develop program outlines of the Society meetings; assign responsibilities to Program Committee; issue calls for papers; advise Board of Directors of program status one month before the meeting; and present a copy of the program to the Business Manager for publication.
- Section 3. The Secretary shall prepare minutes of Society and Board of Directors meetings, prepare and maintain an up-to-date list of officers including Board of Directors, all standing committees and special committees, and perform other duties when designated by the President.
- Section 4. The Treasurer provides oversight of the Business Manager related to the financial transactions of the Society and serves as Chairperson of the Finance Committee; Schedules quarterly meetings or teleconference calls with the Finance Committee and the Business Manager to review financial transactions of the Society; Provides a financial report to the Board of Directors prior to the summer Board meeting and prior to the annual meeting.

### TIME SCHEDULE – TREASURER

Schedule quarterly meeting or teleconference calls with the Finance Committee.

April 15

July 15

October 15

January 15  
Late-July: Provide a report to the summer Board of Directors' meeting  
Mid-February: Contact the Program Chair and Business Manager to schedule a time and place to hold a committee meeting during the annual meeting in March.  
Early March: Provide a report to the Board of Directors prior to the annual meeting.

## ARTICLE II - DUTIES OF BUSINESS MANAGER

Section 1. The Business Manager will receive, manage and disperse monies of the Society in accordance with prescribed policies and instructions of the Board of Directors, maintain financial records and records of property, prepare records for quarterly review and meeting with the Finance Committee, maintain supplies of Proceedings and Research Progress Reports, receive and fill orders for above publications and collect payment for same, maintain standing orders and mailing lists for distribution of publications, and arrange for, and consummate publications for the Society. The Business Manager may be financially compensated for services rendered as decided by majority vote of the Board of Directors.

## ARTICLE III - DUTIES OF WEED SCIENCE SOCIETY OF AMERICA (WSSA) REPRESENTATIVE

Section 1. The WSSA Representative shall serve on the Board of Directors of WSSA and shall act as liaison between the Society and WSSA. (S)he will keep WSSA informed of all activities and actions of the Society and will, in turn, keep the Society informed of all activities and actions of WSSA.

## ARTICLE IV - DUTIES OF MEMBERS-AT-LARGE

Section 1. The Members-at-Large shall maintain liaison with the President and other officers of the Society and shall bring to the attention of the Board of Directors the various concerns of the members of the Society. The Members-at-Large shall perform other duties delegated by the President and the Board of Directors.

## ARTICLE V - DUTIES OF CAST REPRESENTATIVE

Section 1. The CAST Representative shall represent the Society, present ideas and proposals from the Society to CAST, and recommend persons from the Society for participation in CAST activities.

## ARTICLE VI - DUTIES OF IMMEDIATE PAST-PRESIDENT



- Section 1. The Immediate Past-President shall serve on the Board of Directors, on the Nominating Committee, and on the committee for Nominations of Fellows and Honorary Members. (S)He shall maintain close liaison with the President in an advisory capacity. (S)He shall also serve as the liaison and advisor for members desiring that a resolution be put before the Society at the annual meeting. (S)He will assist in the writing of new resolutions and getting them to the Board of Directors and members of the Society.

## ARTICLE VII - DUTIES OF STANDING COMMITTEES

- Section 1. The Program Committee shall develop the program for the meetings of the Society. The President-Elect, who is Chairperson, shall delegate duties to members as (s)he deems advisable (see duties of President-Elect).
- Section 2. The Finance Committee shall analyze the financial conditions of the Society and recommend, if needed, immediate and long-range plans for sound growth of the Society, recommend budget policies, recommend policies regarding registration fees and prices of publications, audit the financial accounts at least annually, and make a report to the Society.
- Section 3. The Publications Committee shall be responsible for all publications of the Society including the Proceedings, Research Progress Reports, newsletter and website.
- Section 4. The Local Arrangements Committee shall make arrangements for the conduct of an efficient Society meeting. They shall work in concert with the Program Chairperson in designating meeting rooms for each section, and arranging for a Board of Director's meeting room, and provide space and tables for registration. The Committee shall be responsible for providing or arranging for typewriters and personnel for registration and appropriate audio-visual and other equipment as designated by the Program Chairperson.
- Section 5. The Nominating Committee shall nominate candidates for the officers of President-Elect, Secretary, Chairperson-Elect of the Research Section, and Chairperson-Elect of the Education and Regulatory Section when necessary. Such candidates shall be contacted and cleared as set forth in ARTICLE VI of the Constitution. The intent is to alternate candidates for President-Elect from the private and public sectors.
- Section 6. The Public Relations Committee shall take every feasible opportunity to inform the scientific community and the general public of the activities and benefits of the Society and of weed science in general. Any statement, which may be construed as reflecting policy of the Society, should be approved by the President before release.
- Section 7. The Committee for Nominations of Fellows and Honorary Members shall prepare nominations for these awards under the provisions of ARTICLE III, Section 3 of the Constitution, and ARTICLE XI, Sections 1 and 2 of the By-Laws. They shall prepare biographical data for publications in the Proceedings and shall work with

the Public Relations Committee in preparation of news releases concerning the award recipients.

- Section 8. The Site Selection Committee shall make all arrangements in all matters pertaining to the reservation of facilities for future meetings. They shall select the city and hotel and, after receiving approval from the Board of Directors, they shall finalize business agreements between the Society and hotel management and transfer the records of these agreements to the Local Arrangements Committee for the site at the earliest possible date.
- Section 9. The Awards Committee shall solicit nominations and review applications for any awards that have been approved by the Society. The Committee shall make recommendations of qualified candidates to the Board of Directors for action.
- Section 10. The Poster Committee shall oversee all aspects of the Poster session for the annual meeting. The Chairperson will work closely with the Program Chairperson and the Local Arrangements Committee Chairperson in doing this.
- Section 11. The Student Paper Judging Committee shall oversee all aspects of the Student Paper Contest at the annual meeting. It shall arrange for judges, determine guidelines for judging, and do the final scoring to determine contest winners. The Chairperson shall work closely with the Program Chairperson in scheduling the papers.
- Section 12. When any Society member or individual within the weed science profession has passed away during the year, the Necrology Committee shall obtain a biography or obituary of the deceased individual(s) and make a report at the business meeting each year. A written report should be included in the Proceedings.
- Section 13. The Sustaining Membership Committee shall solicit for the Society the membership of public and private organizations interested in weeds or their control and management, help maintain liaison between these organizations and the Society, and provide an annual updated listing of Sustaining Members to the Program Committee Chairperson for publication in the Annual Meeting Program and to the Proceedings Editor for publications in the Proceedings. Paid Sustaining Members will receive one copy each of the Progress Report and annual meeting Proceedings, and free booth space for an educational exhibit.
- Section 14. The Legislative Committee shall be responsible for keeping the Board of Directors informed on legislative issues of interest to Society members and the activities of WSSA's Director of Science Policy in Washington, DC, and with organizing Society membership on legislative issues
- Section 15. The Herbicide Resistant Plants Committee shall be responsible for keeping the Board of Directors informed about issues concerning herbicide resistant plants and organizing educational materials and workshops to address critical aspects of herbicide resistance.
- Section 16. The Diversity and Inclusion Committee will serve as a resource and advisory body for the society and the Board of Directors, offering expertise and guidance on matters pertaining to diversity and inclusion within the organization.

## ARTICLE VIII - DUTIES OF THE SECTION CHAIRPERSONS

- Section 1. The Chairperson of the Research Section shall organize sectional and project meetings of those engaged in research in the Society to exchange information and ideas and for improvement of research in weed science. (S)He shall solicit and assemble papers in conjunction with the Editor for the Research Progress Report from research workers for publication by the Society each year. The Chairperson may delegate to the Chairperson-Elect part of his/her duties.
- Section 2. The Chairperson of the Education and Regulatory Section shall organize sectional meetings of those engaged in this phase of weed science in the Society for exchange of information and improvement of the work. (S)he shall solicit program reports of education and regulatory work in weed science for publication in the Society Proceedings. The Chairperson may delegate part of these duties to the Chairperson- Elect.
- Section 3. The Chairpersons-Elect of the Research and Education and Regulatory Sections are members of the Board of Directors but may not vote.

## ARTICLE IX – REPRESENTATIVE FOR CONSTITUTION AND OPERATING PROCEDURES

- Section 1. The Constitution and Operating Procedures Person shall review the Constitution, By-laws and Operating Guide of the Society, and make recommendations for improvement to the Board of Directors. (S)He shall receive copies of correspondence of the officers and committee chairs that relate to the Constitution, By-Laws, and Operating Procedures.

## ARTICLE X – STUDENT LIAISONS

- Section 1. The Student Liaisons, Chairperson and Chair-elect, shall represent the students of WSWs by volunteering and election at the annual meeting of the Society. The Chair-elect shall ascend to Chairperson during the second year term of being a student liaison. The Student Liaisons shall attend the Board of Directors meetings.
- Section 2. The Student Liaisons shall represent the interests of the student members of the Society and shall bring to the Board of Directors the concerns of the student members of the Society. The Student Liaisons shall coordinate various student activities and encourage students' participation during the annual meeting of the Society. The Student Liaisons shall represent the WSWs and its student members by attending WSSA annual meetings and participating in WSSA graduate student organization activities.
- Section 3. The Student Liaisons are members of the Board of Directors and the Chairperson will be a voting member. The Chairperson-elect shall serve as Chairperson if the Chairperson is unable to serve his/her term.

## ARTICLE XI – WEBSITE EDITOR

- Section 1. The Website Editor shall maintain the Society website to facilitate and enhance communications for its members. The Website Editor manages the functions of the website to enable interactive online member services.

## ARTICLE XII - PUBLICATIONS

- Section 1. The Proceedings of the Annual Meeting and the Research Progress Report shall be published annually. Proceedings will consist of reports and papers given at the meeting, reports of the Standing Committees and special committees, minutes of the business meeting, minutes from all Board of Directors' meetings, and reports from the Research and the Education and Regulatory Sections. Research Progress Reports shall be available at the annual meeting. Other publications may be authorized from time to time by the Board of Directors. Two editors, selected by the Board of Directors, will compile an index and supervise the printing of the Research Progress Report and the Proceedings. Minutes of Board of Directors' meetings will be available on the Society website.

## ARTICLE XIII - FELLOWS AND HONORARY MEMBERS

- Section 1. Fellows of the Society are members who have given meritorious service to the Society and in weed science, and who are elected by two-thirds majority of the Board of Directors. Not more than two Fellows shall be selected each year. A cumulative list of Fellows shall be published each year in the Program and in the Proceedings.
- Section 2. Honorary Members shall be selected as set forth in ARTICLE III, Section 3 of the Constitution. A cumulative list of Honorary Members shall be published each year in the Program and in the Proceedings.
- Section 3. All Fellows, upon retirement and Honorary Members shall receive publications of the Society and complimentary registration and luncheon privileges at all Society meetings that they attend. Persons selected as Honorary Members prior to 1974 shall be listed annually in the Program and in the Proceedings under the heading, Fellows (formerly Honorary Members).

## ARTICLE XIV- RULES OF ORDER

- Section 1. Business at all regular meetings of the Society shall be conducted according to Robert's Rules of Order.

## ARTICLE XV- QUORUM

- Section 1. All members of the Society in good standing who are present at any regular meeting shall constitute a quorum.

## ARTICLE XVI - AUTHORIZATION

Section 1. The adoption of this Constitution and By-Laws shall render null and void all previous rules and regulations of this Society.