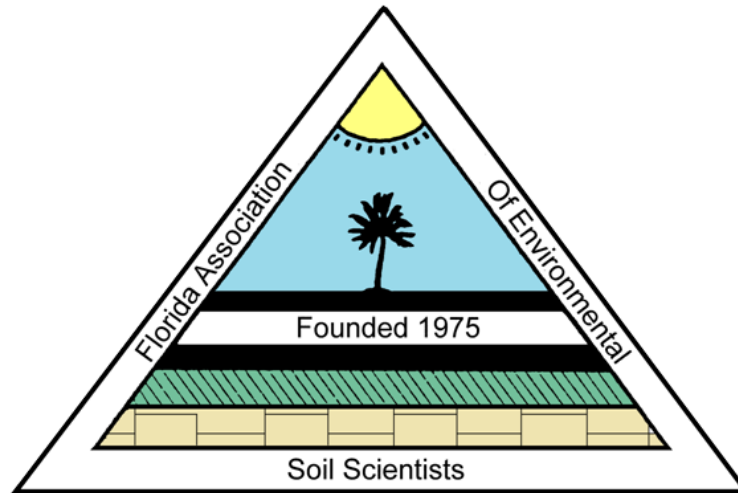


**CONSTITUTION AND BYLAWS
OF THE
FLORIDA ASSOCIATION OF ENVIRONMENTAL SOIL
SCIENTISTS**



2012 Revision

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CONSTITUTION

PREAMBLE

Recognizing that soil is a natural body and one of our most valued resources, and recognizing that the public demands evidence of professional competence from those whose activities affect land use, the Florida Association of Environmental Soil Scientists is hereby dedicated to foster the profession of Soil Science and to further the increase and dissemination of informing concerning all phases of Soil Science in order to contribute to the general welfare of the people of the State of Florida.

ARTICLE I - NAME

Section 1 - Association Name

The name of this association shall be Florida Association of Environmental Soil Scientists, Inc.

Section 2 - FAESS

Association shall mean Florida Association of Environmental Soil Scientists.

ARTICLE II - DEFINITIONS

Section 1 - SSSA

SSSA, the Soil Science Society of America is a progressive international society that fosters the transfer of knowledge and practices to sustain global soils and is dedicated to advancing the field of soil science.

Section 2 - Soil

Soil is all of the groups of natural bodies occupying the unconsolidated portion of the earth's surface capable of supporting plant life and having properties due to the combined effect of climate and living organisms, as modified by topography and time, upon parent material.

Section 3 - Soil Science

Soil Science is the academic discipline that applies physical, chemical, and biological sciences to soil as natural bodies, focusing especially on morphology, classification, mapping and interpretation.

Section 4 - Environmental Soil Scientist

Environmental Soil Scientist shall mean a person who has completed a minimum of 30 semester hours in biological, physical and earth sciences, with a minimum of 15 semester hours in soils at an accredited institution.

Section 5 - Gender

All references to the male gender in the constitution and bylaws are used for convenience only and shall be construed to include both males and females.

ARTICLE III - OBJECTIVES

Section 1 - Association Objectives

The objectives of this Association shall be to advance the Profession of Soil Science and promote the professional and social interest of the Environmental Soil Scientist. This shall be deemed to include the following:

- a. Promote the wise utilization of soils as a natural resource.
- b. Protect the public welfare by promoting the identification of professionals in soil survey, by obtaining group affiliation and individual certification with SSSA.
- c. Advance the professional interest of all members.
- d. Promote high standards of education in soil science.
- e. Enhance public appreciation of the soil science profession.
- f. Establish and maintain high standards of ethical conduct in all professional matters.
- g. Provide a forum for the exchange of ideas and information.

ARTICLE IV - MEMBERSHIP

Section 1 - Acceptance/Termination

Membership in the Association may be accepted or terminated as provided in the Bylaws.

Section 2 - Classes

There shall be classes of membership as follows:

- a. Full Member, hereinafter referred to as Member (FAESS)
- b. Associate Member
- c. Honorary Member
- d. Affiliate Member
- e. Lifetime Member
- f. Student Member

Section 3 - Qualifications

Membership Qualifications

- a. **Member** shall be one who possess a B.S., M.S., or Ph.D with major study in Soil Science, and three years, two years, or one year, respectively as a practicing professional, and meets the educational requirements under Article II, Sec. 4.
- b. **Associate Member** shall possess all the qualifications of a Member except tenure.
- c. **Honorary Member** shall be one whom the Association desires to honor because of outstanding contribution to the profession, state, or nation.
- d. **Affiliate Member** shall be one who does not qualify under a, b, or c, above, but desires to participate in the advancement of the profession.
- e. **Lifetime Member** shall be an individual in any membership class who has paid the Lifetime Member dues. The annual dues are waived for the life of the member, but does not alter their qualifications or membership rights and privileges. No additional dues will be required if a lifetime member qualifies for a higher level of membership (e.g., from Associate to Full).
- f. **Student Member** shall be one who is enrolled in a graduate or undergraduate degree seeking program and desires to participate in the advancement of the profession, but does not qualify under a, b, or c, above.

Section 4 - Privileges

Membership Privileges

- a. All classes of membership shall be permitted to attend meetings of the Association and to take part in the discussion of all business.
- b. Only a Member (FAESS) shall be eligible to hold office.
- c. All classes of membership may serve on committees, but only Members (FAESS) may chair committees. Members and Associate Members shall constitute the majority of all committees.

Section 5 - Voting

Voting Privileges

- a. Only Members and Associate Members shall vote for Association officers and Association business.

ARTICLE V - DUES

Dues of the Association shall be determined by the Executive Council.

ARTICLE VI - ADMINISTRATION

The membership is responsible for the management of the Association: However, the Executive Council, comprised of the immediate past President, President, President-elect, Vice-President, and Secretary-Treasurer, is established to manage the Association between meetings as provided in the Bylaws. The Executive Council shall hold at least one meeting each year.

ARTICLE VII - OFFICERS

Section 1 - Listing

Officers of the Association shall be the President, President-elect, Vice-President, and Secretary-Treasurer.

- a. The President attains office by advancing from the office of President-elect at the beginning of the administrative term and serves for two years.
- b. The President-elect is elected at the beginning of the administrative term and after serving two years advances to the position of the President.
- c. The Vice-President is elected and serves for two years.
- d. The Secretary-Treasurer is elected and serves for two years.
- e. The Vice-President and Secretary-Treasurer shall be eligible to succeed themselves.

Section 2 - Eligibility

Eligibility for retention of an elective office of the Association shall be contingent upon residence in the State of Florida and continued qualification as defined under Article IV, Sec. 3 of the constitution.

Section 3 - General Duties

Duties of the officers shall be as defined in the Bylaws.

Section 4 - Fiscal Duties

Fiscal duties of the Association shall be performed by the Secretary-Treasurer. He may be bonded at the expense of the Association for such amounts as determined by the Council.

Section 5 - Term

Officers shall assume their duties immediately after election and shall hold office until a successor has been duly elected or appointed.

Section 6 - Vacancy

Should a vacancy occur in either the office of President or President-elect, the Vice-President shall assume the office so vacated. Other vacancies among the elected officers shall be filled for the unexpired term by appointment by the council.

ARTICLE VIII - NOMINATION AND ELECTION OF OFFICERS

Procedure for nominations and election of officers shall be as defined in the Bylaws.

ARTICLE IX - MEETINGS

At least one annual meeting of the membership shall be held. The time and place of which shall be determined by the Executive Council. Meetings of the Association membership shall be held when convenient for 51% of the members as determined by the Council. Association business may be transacted by mail, email, or other method as appropriate in addition to annual meetings.

ARTICLE X - HEADQUARTERS

Location of the headquarters of the Association shall be determined by the Council.

ARTICLE XI - COMMITTEES

Section 1 - Chairs

All committee chairpersons, except nominations and membership shall be appointed by the President.

Section 2 - Names

Standing committees shall be those as named in the Bylaws.

Section 3 - Standing Committee Duties

Duties of standing committees shall be as provided in the bylaws

Section 4 - Special Committee Duties

Duties of special committee shall be as defined by the President.

ARTICLE XII - AMENDMENTS

Section 1 - Required Vote

This Constitution may be amended by a two-thirds affirmative vote of eligible voters present at any meeting, or by mail, provided the proposed amendment shall have been submitted to the membership at least one month prior to the time it is to be voted upon.

Section 2 - Adoption

Any amendment to this Constitution, adopted according to the procedure specified herein, shall become effective upon its adoption.

ARTICLE XIII - BYLAWS

Section 1 - Governance

The Bylaws shall govern all procedures under this Constitution, including those of the Council and of the committees.

Section 2 - Required Vote and Notice

Bylaws may be introduced or amended without prior notice at any meeting by an affirmative vote of the majority of eligible voters present.

ARTICLE XIV - EFFECTIVE DATE

This Constitution shall become effective upon its adoption by an affirmative vote of the majority of the eligible voters present at a meeting of the membership.

ARTICLE XV - STATUS AND DISSOLUTION

Section 1 - Nonprofit

This Association is a nonprofit organization without capital stock, dedicated to the furtherance of soil science for the benefit of the general public and not for monetary profit nor gain of its members.

Section 2 - Debts and Disbursement

In the event this Association is dissolved, the last Council shall pay all just debts of the Association from the Association funds, and transfer all remaining monies and assets to the University of Florida for use in establishing a scholarship for the study of Soil Science or for research directly related to Soil Science.

BYLAWS

ARTICLE I - NAME

The name of this Association shall be the Florida Association of Environmental Soil Scientists, Inc. (FAESS).

ARTICLE II - FISCAL & ADMINISTRATIVE YEAR

Section 1 - Fiscal

The fiscal year of the Association shall be from January 1 through December 31.

Section 2 - Administrative

The administrative year of the Association shall be from election of officers to next election of officers

ARTICLE III - MEMBERSHIP

Section 1 - Application

Candidates for membership in the Association shall submit an application to any officer of the Association, or to the membership committee. This application, if approved by the Council, shall be forwarded to the Secretary-Treasurer for processing.

Section 2 - Honorary Membership

A candidate for Honorary membership shall be nominated by any member of the Association in good standing at a meeting of the Association membership. If approved, an Honorary member shall be elected for life or until such as his membership is revoked by a majority vote of the membership for just and sufficient cause.

Section 3 - Severance

Severance of Membership

- a. Voluntary - a member in good standing may resign his membership without prejudice at any time.
- b. Involuntary -
 - 1) A person shall automatically cease to be a member of the Association when membership has been permitted to lapse or membership has been revoked or withdrawn for good cause by the Council.
 - 2) Any member shall be listed as delinquent if dues remain unpaid for thirty (30) days after the due date, and shall be dropped from the membership rolls of the

Association if the dues remain unpaid for ninety (90) days after the due date. The request of such a person for readmission must be accompanied by the dues for the current year plus any reinstatement fee which the Council shall prescribe.

- 3) Members may be expelled from the Association by a two-thirds vote of the eligible voters present at any Association meeting, and only when the matter has been presented to the Association by formal action of the Council.
- 4) Any applicant or member who has been refused membership, suspended, censored, or expelled shall have the right to appeal to the Council.

ARTICLE IV - DUTIES OF THE EXECUTIVE COUNCIL

Section 1 - General

The Council is charged with general welfare of the Association, shall carry on the work of the Association between meetings, and other necessary and desirable activities in accord with the purposes of the Association not provided for otherwise.

Section 2 - Consideration

The Council shall consider all questions before it involving the rights and standings of members. The Council shall hear and decide all questions affecting the conduct of members, and its decision shall be final.

Section 3 - Required Vote

An affirmative vote of a majority of the Council present at any regular or duly called meeting shall be required to pass any motion.

Section 4 - Funds

The Council shall direct the invest and care of Association funds and shall make appropriations for specific purposes.

Section 5 - Trustees

The Council shall at all times constitute the trustees of the Association.

Section 6 - Compensation

No member of the Council shall receive a salary, compensation, or gift, paid for from Association funds, except for expenses incurred in the behalf of the Association as approved by the Council.

ARTICLE V - DUES

Dues shall be payable to the Secretary-Treasurer upon receipt of dues notice.

ARTICLE VI - MEETINGS

Section 1 - Frequency

Meeting of the Association shall be held at a time and place designated by the Council.

Section 2 - Quorum

At least twenty (20%) of the voting membership of the Association shall constitute a quorum.

Section 3 - Special Meetings

Special meetings of the Association shall be called by the President on request by a majority of the Council, or upon petition by twenty percent (20%) of the membership.

Section 4 - Business Meetings

The Council shall hold business meetings as deemed necessary by the President. All meetings of the Council shall be called by the President or upon petition of the majority of the Council.

Section 5 - Communication Outside Meetings

Business requiring participation of the Association membership may be transacted by mail, email, or other method as appropriate, in lieu of special meetings.

ARTICLE VII - NOMINATION AND ELECTION OF OFFICERS

Section 1 - Nominations Committee

Nomination for elective offices shall be made by the nominations committee, which shall consist of the immediate past-President as chairperson, and two other members in good standing selected as required in Article IX, Sec. 2 of the Bylaws.

Section 2 - Additional Nominations

Additional nominations may be made from the floor during meetings , or by write-in ballot when elections are conducted by mail or email. Prior consent of the nominee must be obtained before placing his name in nomination.

Section 3 - Mode of Elections

Election of officers shall be made at the meeting by a plurality vote on secret ballot, or by mail ballots in lieu of meeting.

Section 4 - Circulation of Names

The Nominations Committee shall report the names of the nominees, for each office of the Association to Secretary-Treasurer forty-five (45) days before election date. The names of nominees shall be circulated to the membership not later than one month prior to the election date.

Section 5 - Multiple Nominations

Two or more nominations shall be made for each different office of the Association, but no member of the nominations committee shall be eligible for nomination by the committee.

ARTICLE VIII - DUTIES OF OFFICERS

Section 1 - President

President

- a. The President shall preside at all meetings of the Association and the Council and shall appoint chairpersons of all standing committees, except Membership and Nominations committee. He shall be an ex-officio member of all committees except nominations. He shall conduct the business of the Association under the direction of the Council.
- b. In the absence of the President, the order of succession as presiding officer at meetings of Association or Council, shall be the Vice President, immediate past-President, and President-elect.

Section 2 - President-Elect

President-elect

The President-elect shall be a member of the Council and shall serve as a chairperson of the membership committee.

Section 3 - Vice President

Vice-President

In the absence or disability of the President, the Vice-President shall perform all the duties of the President. Should a vacancy occur in either the office of President or President-elect, the Vice-President shall assume the office so vacated as prescribed in Article VII, Sec. 6 of the Constitution.

Section 4 - Secretary-Treasurer

Secretary-Treasurer

- a. The Secretary-Treasurer shall keep an accurate record of Association membership and proceedings of Association and Council meetings. He shall issue all calls and notices instructed by the President or the Council. He shall inform the President and Council, from time to time, of duties to be performed at stated times. He shall conduct the correspondence of the Association and shall have custody of all books, papers, records, and documents. He shall maintain a complete record of past members of the Council and officers for the purpose of establishing information for appointment or election. He shall maintain a set of books showing receipts and disbursements of Association, and the account of each member. He shall submit a complete financial report to the membership annually. His books shall be audited as directed by the Council. He shall have custody of all Association funds and shall deposit same as directed by the Council. He shall pay out all monies as authorized and as directed by the Council.
- b. In the absence or disability of the Secretary-Treasurer the Council shall appoint an acting Secretary-Treasurer to complete the term of office.

ARTICLE IX - COMMITTEES

Section 1 - Standing Committees

The standing committees of the Association will consist of three members and shall be:

- a. Finance
- b. Constitution and Bylaws
- c. Ethics, Certification, and Registration
- d. Membership
- e. Nominations
- f. Public Relations and Education

Section 2 - Membership

Committee members shall be appointed by the Committee Chairpersons.

Section 3 - Reporting

Each committee shall present an annual report to the Association and report to the Council when appropriate or as requested by the Council.

Section 4 - Special Committees

The Council will provide, as required, for the formation of joint committees or special committees with other groups for promotion of measures in harmony with the declared objectives of the Association.

Section 5 - Finance Committee

Finance Committee

- a. The Finance Committee shall be chaired by the Secretary-Treasurer consist of not less than three (2) additional members.
- b. Duties of the Finance Committee shall be as follows:
 - 1) To prepare and present to the Council for its approval a budget for the control of the expenditures of the Association.
 - 2) To make annual audit of the books of the Association and make a report thereof to the Association.
 - 3) To study the financial structure of the Association and recommend to the Council ways and means of improving the financial condition of the Association to further promote the objectives of the Association.

Section 6 - Constitution and Bylaws Committee

Constitution and Bylaws Committee

- a. The Constitution and Bylaws Committee shall consist of not less than three (3) members.
- b. Duties of the Constitution and Bylaws Committee shall consist of the following:
 - 1) To maintain a continuing study of the Constitution and Bylaws of the Association and the application of the provisions thereof.
 - 2) To receive and initiate proposed amendments to the Constitution and Bylaws.
 - 3) To study carefully all suggestions for revisions to the Constitution and Bylaws.
 - 4) To initiate appropriate resolutions at the request of the Council.
 - 5) To receive and study resolutions submitted to the Association and refer them to the proper committees for consideration.

Section 7 - Ethics, Certification, and Registration Committee

Ethics, Certification, and Registration Committee

- a. The Ethics, Certification, and Registration Committee shall consist of not less than three (3) members. The majority of this Committee shall consist of members Certified by SSSA.
- b. Duties of the Ethics, Certification, and Registration Committee shall be as follows:
 - 1) To maintain a liaison with SSSA on all matters pertaining to ethics, certification, and registration.

- 2) To investigate any charges of unprofessional conduct and report same to the Council for action.
- 3) To keep abreast of opportunities for registration with the Florida Board of Professional Regulation and report same to the council for action.

Section 8 - Membership Committee

Membership Committee

- a. The Membership shall consist of not less than three (3) members.
- b. The duties of this committee are as follows:
 - 1) To bring the objectives and program of this Association before the entire profession in order to enlist endorsement and support and encourage affiliation with the Association.
 - 2) To encourage continuation of membership.

Section 9 - Nominations Committee

Nominations Committee

The structure and duties of the Nominations Committee shall be as specified in Article VII of the Bylaws.

Section 10 - Public Relations and Education Committee

Public Relations and Education Committee

- a. Public Relations and Education Committee shall consist of not less than three (3) members.
- b. The duties of this committee are as follows:
 - 1) To conduct a planned publicity campaign on behalf of the Association.
 - 2) To encourage promising people to study Soil Science in Florida's Educational Institutions and to follow a career in soil science.
 - 3) To research opportunities to financially support projects designed to enhance soil science, and report same to Council for action.