

Missouri Association of Professional Soil Scientists

February 4, 2009

MAPSS CONSTITUTION & BY-LAWS

To Advance The Knowledge And Wise Use Of Our Soil Resources



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CONSTITUTION OF THE MISSOURI ASSOCIATION OF PROFESSIONAL SOIL SCIENTISTS

PREAMBLE

The objectives of this Association are to foster professionalism among and by soil scientists and to advance the knowledge and wise use of our soil resources.

Full membership in this Association requires certain standards of training and length of experience. Through the maintenance of such standards for membership, this Association provides a public service that contributes to general welfare.

ARTICLE I - NAME

- Section 1 The name of this organization shall be the Missouri Association of Professional Soil Scientists.
- Section 2 Association herein shall mean the named organization in Article I, Section 1.

ARTICLE II - DEFINITIONS*

- Section 1 **Soil Science.** In this context "soil" is "the loose surface material of the earth in which plants grow" and soil science is the study of soil as a natural entity.
- Section 2 **Professional Soil Scientist.** A person with academic training to a Bachelor of Science degree or equivalent and training and experience in soil science as defined in Article II, Section 1. Experience in soil science may be soil mapping, soil survey quality control, on site evaluation of soil properties or behavior, soil survey interpretations, land surface evaluations by remote sensing, soil genesis studies including those of a geological aspect, and academic teaching of soil science.
- Section 3 **"Practice of Soil Science"** shall mean any service or work the adequate performance of which requires a professional soil scientist as defined in Article II, Section 2. A person shall be construed to be a practicing soil scientist or be offering to so practice within the meaning and intent herein who by verbal claim, sign, advertisement, letterhead, or card represents to be a soil scientist within the definition of the term as given in Article II, Section 1.

* Definition in quotes from Webster's Third Edition

ARTICLE III - ACCOMPLISHMENT OF OBJECTIVES

- Section 1 The objective shall be, through formal meetings, field trips, a newsletter, and registration, to advance the practice of soil science as follows:
- a) Promotion of communication and cooperation on technical matters among soil scientists;
 - b) Provide a vehicle for interaction with people in disciplines outside of soil science that are pertinent to soil science;
 - c) Increase public understanding and appreciation of soil science;
 - d) Maintain technical and ethical standards for the practice of soil science which protect the public interest.
 - e) Membership in the association shall not qualify or substitute for any type of professional certification or licensing.

ARTICLE IV MEMBERSHIP

- Section 1 There shall be four classes of membership: Full Member, Associate Member, Honorary Member, and Affiliate Member. Election of all classes of members shall be by a majority of the Executive Board.
- Section 2 **Classes of Membership**
- a) Full Member. Possess a baccalaureate degree with 30 semester hours, or equivalent, in the biological, physical, and earth sciences, with sufficient credit in the agronomic sciences to meet current Federal Civil Service

Commission standards for a GS-5 Soil Scientist, plus 2 years of experience in the practice of soil science, or possess a baccalaureate degree and have at least 4 years of experience in the practice of soil science. All Full Members prior to July 1, 1977, shall be Charter Full Members.

b) Associate Member. Meet the requirements of Full Membership except experience.

c) Honorary Member. This class is to honor individuals who have made a major contribution to the soil resources of Missouri.

d) Affiliate Member. Does not qualify for any of the above classes.

Section 3 **Membership Privileges**

a) All classes shall be permitted to attend meetings and take part in all discussions.

b) The voting privilege is limited to Full Members and Associate Members.

c) Only Full Members may be officers.

ARTICLE V - DUES

Section 1. Dues and activity fees shall be established by the Executive Board subject to approval by the Full and Associate Members.

Section 2. A “lifetime membership” may be made available to full members. This would be a one time payment of dues for life with amount subject to Section 1. “Lifetime membership” here only refers to dues.

ARTICLE VI - OFFICERS

Section 1 The Officers shall be a President, Vice-President - who shall be President-elect, Secretary, and a Treasurer.

a) The President advances from the office of Vice-President at the beginning of the administrative year and serves for one year.

b) The Vice-President is elected for a 2-year term and advances to President at the beginning of the second administrative year or earlier if there is a vacancy in the office of President.

c) The Treasurer is elected and serves for 2 administrative years.

d) The Secretary is elected and serves for 2 administrative years

e) The Executive Board shall fill by appointment vacancies on the Board. The appointees shall serve until the next scheduled election. A majority of the Board shall agree to the appointment. In case of a tie, the President shall make the decision.

Section 2 **Nomination and Election**

a) Nominations shall be made by a Nomination Committee consisting of three members, one of whom, if available, shall be the immediate past President who will act as chairman.

b) Nominations may be made from the floor at the Annual business Meeting.

c) Election shall be by plurality at the Annual Business Meeting and by secret ballot.

ARTICLE VII - EXECUTIVE BOARD

- Section 1 The Executive Board shall consist of the most recent past President available, the President, the Vice-President, the Secretary, the Treasurer, and two or more Full Members as required to bring the Board membership to seven.
- Section 2 The Nominations Committee shall obtain a slate of Full Members for the positions on the Executive Board not filled by officers.
- Section 3 The election of members to the Executive Board shall be by the same means as employed to elect officers. Members shall serve for two years. The initial Executive Board in addition to the officers shall have two Full Members, one serving a one year and the other a three year term.
- Section 4 A majority of the Executive Board constitutes a quorum. A simple majority vote of the members present at meeting is required to pass a motion consistent with the Constitution and By-Laws.

ARTICLE VIII - MEETINGS

- Section 1 The Association shall hold an annual business meeting at such time and place as selected by the Executive Board.
- Section 2 Special meetings may be called by the President on the request of a majority of the Executive Board, or by one-fourth of the voting membership.
- Section 3 The President shall convene the Executive Board at least twice yearly. A majority of the members of the Executive Board may petition that a meeting be held at any time.

ARTICLE IX - COMMITTEES

- Section 1 Standing committees are stipulated in the By-Laws. Special committees may be established by the President on a year-to-year basis.
- Section 2 The President appoints committee members subject to the concurrence of the majority of the Executive Board.
- Section 3 Chairmen of standing committees shall be announced at the annual business meeting by the incoming President and other members of standing committees shall be appointed within 30 days.

ARTICLE X - AMENDMENTS

- Section 1 This Constitution may be amended by a two-thirds affirmative vote of those

present at an Annual Business Meeting. The amendment must be distributed to the membership at least two weeks before such meeting.

Section 2 An amendment becomes effective immediately upon an affirmative vote.

ARTICLE XI - BY-LAWS

By-Laws may be changed only at the Annual Business Meeting. If there is time, the membership shall be informed of the proposed change at least two weeks before the Meeting. If so informed, a majority vote of the Full and Associate Members present is required. For proposed changes on which the membership is not informed at least two weeks before the Annual Business Meeting, a two thirds majority vote of the Full and Associate Members is required. Changes may be proposed at the Annual Business Meeting.

ARTICLE XII - AWARDS

Section 1 All awards presented by the Association shall be approved by a majority of the Executive Board.

Section 2 **Formal Awards**

- a) *Honorary Member* (see Article-Membership, of the Constitution)
- b) *Lifetime Achievement Award*
- c) *Turn-Key Award*

Section 3 **Nominations for Awards**

Candidates for awards shall be nominated by a Full Member of the Association in good standing. The nomination will include documentation of merit submitted to the Executive Board.

Amended October 28, 1988

Amended October 12, 1993

Amended October 25, 1996 / January 28, 2004

Amended January 31, 2007

Amended February 4, 2009

Article I - Fiscal & Administrative Year	Article II - Membership
Article III - Duties of the Executive Board	Article IV - Dues
Article V - Meetings	Article VI - Duties of Officers
Article VII - Committees	

**BY-LAWS
OF THE
MISSOURI ASSOCIATION OF PROFESSIONAL SOIL SCIENTISTS**

ARTICLE I - FISCAL AND ADMINISTRATIVE YEAR

- Section 1 The fiscal year of the Association shall be from January 1 through December 31.
- Section 2 The administrative year of the Association shall be from Annual Business Meeting to Annual Business Meeting.

ARTICLE II - MEMBERSHIP

- Section 1 **Election to membership**
a) Candidates for membership in the Association shall submit an application to any officer of the Association. This application shall be approved by the majority of the Executive Board and forwarded to the Treasurer for entry to membership records.
b) Honorary Member, see Amendment- Awards, of the Constitution. An honorary member shall be elected for life.
- Section 2 **Severance of membership.**
a) **Voluntary**
(1) Members in good standing may resign their memberships 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 any reason by the Executive Board.
(2) Any member shall be listed as 'delinquent' if dues remain unpaid for ninety (90) days after the due date (Fall Annual Meeting), and shall be dropped from the membership rolls of the Association if the dues remain unpaid for 6 months after the due date. The request of such a person for readmission must be accompanied by the dues for the current administrative year plus any reinstatement fee which the Executive Board shall prescribe.
(3) Members of all classes may be suspended, censored, or expelled from the Association by a two-thirds vote of the eligible voters present at an

Annual Business Meeting, and then only when the matter has been presented to the Association by formal action of the Executive Board.
(4) Any applicant or member who has been refused membership or suspended, censured, or expelled, shall have the right to appeal to the Executive Board.

ARTICLE III - DUTIES OF THE EXECUTIVE BOARD

- Section 1 The Executive Board is charged with the general welfare of the Association, shall carry on the work of the Association between Annual Meetings, shall make arrangements for the Annual Meetings, and other necessary and desirable activities in accord with the purposes of the Association not provided for otherwise.
- Section 2 The Executive Board shall consider all questions before it involving the rights and standing of members. The Executive Board shall hear and decide all questions affecting the conduct of members.

ARTICLE IV - DUES

- Section 1 Annual dues and activity fees shall be payable to the Treasurer upon receipt of notice.

ARTICLE V - MEETINGS

- Section 1 The Nominations Committee shall report the name of the nominees for each office of the Association to the Treasurer forty-five (45) days before the Annual Business Meeting. The names of the nominees shall be circulated to the membership no later than twenty-one (21) days prior to the Annual Business Meeting.
- Section 2 Two or more nominations shall be made for each office of the Association, but no member of the Nominations Committee shall be eligible for the nomination by the Committee. The Nominations Committee shall secure the consent of the nominees before placing their names in nomination for a given office. Additional nominations may be made in accordance with Article VI, Section 2, of the Constitution.
- Section 3 Any Full Member may request an absentee ballot from the Secretary if unable to attend the Annual Business Meeting. This request must be made in writing at least fifteen (15) days prior to the Meeting. The absentee ballot must be returned to the Secretary in a sealed envelope marked "ballot" prior to the Annual Business Meeting. Absentee ballots will be opened and counted at the Meeting.

ARTICLE VI - DUTIES OF OFFICERS

- Section 1 **President**
a) The President shall preside at all meetings of the Association and the Executive Board, shall be an ex-officio member of all committees except the Nominations Committee and shall conduct the business of the Association under the direction of the Board.
b) In the absence of the President, the order of succession as presiding officer at meetings of the Association or the Board shall be the Vice-President, the immediate past President, the Secretary, and the Treasurer.
- Section 2 **Vice-President**
a) In the absence or disability of the President, the Vice-President shall perform all the duties of the President. Should a vacancy occur in the office of the President, the Vice-President shall assume the office so vacated. The Vice-President shall be an ex-officio member of all standing committees.
- Section 3 **Secretary**
a) The Secretary shall keep an accurate record of the proceedings of the Association and the Executive Board meetings, shall inform the President and the Board from time to time of duties to be performed at stated times or at stated intervals, issue all calls and notices as instructed by the President or the Executive Board, shall conduct the correspondence of the Association and shall have custody of all related records.
b) The Secretary shall keep the Association properly informed in a variety of ways including e-mails, publications, the Association's newsletter, and website in coordination with respective committees.
- Section 4 **Treasurer**
a) The Treasurer shall maintain a set of books showing receipts and disbursements of the Association (including fund raising and merchandise sales) and the account of each member, shall submit a complete financial report at each Annual Meeting, shall have custody of all funds of the Association and deposit same as directed by the Executive Board and shall pay out all moneys of the Association as authorized and directed by the Executive Board, and shall have custody of all related records.
b) The Treasurer shall keep an accurate record of Association membership and maintain a complete record of past members of the Executive Board and officers for the purpose of establishing information for appointment or election.

ARTICLE VII - COMMITTEES

- Section 1 The standing committees of the Association shall be:
a) Finance
b) Constitution and By-Laws
c) Membership and Public Relations
d) Nominations
e) Education & Ethics

- f) Website
- Section 2 All committees, except the Nominations Committee, shall be appointed by the President.
- Section 3 Each committee shall make an annual report to the Executive Board and the Association.
- Section 4 **Finance Committee**
a) The Finance Committee shall consist of at least three Full Members.
b) The duties shall be as follows:
(1) To prepare and present to the Executive Board for its approval a budget for the control of the expenditures of the Association;
(2) To make an annual audit of the books of the Association at the close of the year and make a report thereof to the Association; and
(3) To study the financial structure of the Association and recommend to the Board ways and means of improving the financial condition of the Association.
- Section 5 **Constitution and By-Laws Committee**
a) The Constitution and By-Laws Committee shall consist of at least three Full Members.
b) The duties shall be as follows:
(1) To maintain a continuing study of the Constitution and By-Laws of the Association and the application of the provisions thereof;
(2) To receive and initiate proposed amendments to the Constitution and By-Laws of the Association;
(3) To study carefully all suggestions for revisions to the Constitution and By-Laws of the Association;
(4) To initiate appropriate resolutions at the request of the Executive Board; and
(5) To receive and study resolutions submitted to the Association and refer them to the proper committees for consideration.
- Section 6 **Nominations Committee**
The structure and duties of the Nominations Committee shall be as specified in Article VI of the Constitution. The chairman shall be appointed by the President if the immediate past President is not available. The committee shall attempt to obtain a number of candidates that is at least twice the number of positions.
- Section 7 **Membership and Public Relations Committee**
a) The Membership and Public Relations Committee shall consist of at least three members.
b) The duties shall be as follows:
(1) Promote the maintenance and enlargement of the membership of the Association;
(2) Advise and assist the Executive Board with matters pertaining to the satisfaction by the membership in the operation of the Association;
(3) Develop a publicity program to bring the objectives of the organization before potential members and the public; and

Section 8 **Education & Ethics Committee**

- a) The Education Committee shall consist of at least three Full Members.
- b) The duties shall be as follows:
 - (1) To inform people of the opportunities in the field of soil science, and in particular, to inform young people of the opportunities to study soil science in education institutions; and
 - (2) To improve the exchange of technical information among soil scientists and provide opportunities for soil scientists to be exposed to new scientific work through speakers at annual meetings and articles in a newsletter.
 - (3) To investigate any charges of professionally unethical conduct and report to the Executive Board for action;
 - (4) To act in an advisory capacity to the Executive Board on disciplinary matters that involve the issue of unethical professional conduct.

Section 9 **Website Committee**

- a) The Website Committee shall consist of at least three members.
- b) The duties of the Committee shall be as follows:
 - (1) Review incoming MAPSS information and update/maintain website.
 - (2) Provide newsletter for members of the Association.

Amended October 28, 1988
Amended October 12, 1993
Amended January 31, 2007
Amended February 4, 2009