

# **Political Forecasting Group**

## **Bylaws**

(adopted 31 August 2007, APSA meeting Chicago)

### **I. Membership**

The Political Forecasting Group (hereafter “the Group”) is an interdisciplinary organization comprised of persons who wish to forecast various forms of political phenomena. Membership in the Group is open to all persons who have an interest in political forecasting and who inform the Chair or Secretary-Treasurer of the Group of their desire to join.

### **II. Objectives**

The objectives of the Group are to:

- \* promote interest in forecasting political phenomena
- \* disseminate knowledge of techniques appropriate for forecasting political occurrences
- \* encourage the use of forecasting as a means of testing the validity of theories of politics
- \* provide a forum for the exchange of ideas and information related to political forecasting
- \* encourage the cumulation of knowledge in the various applications of political forecasting gained from prior research and practitioners’ experiences
- \* encourage the application of forecasting to political activity, including participation in elections and campaigns.

### **III. Leadership Positions**

Leadership positions within the Group include the elected positions of Chair, Vice-Chair, Secretary-Treasurer and the appointive positions of Web Site Manager and Listserv Manager.

#### **A. Chair**

1. The Chair provides overall leadership for the Group by coordinating its activities and ensuring that policies and programs adopted by the Council and the Annual Business Meeting are implemented.

2. The Chair calls meetings of the Council, chairs those meetings, and provides leadership for the Council's activities. Also, the Chair presides at the Annual Business Meeting.

3. With the approval of the Council, the Chair appoints members of the Nominating Committee and of other committees that the Council may create.

4. The Chair is elected at the Annual Business Meeting to serve a 2-year term.

#### **B. Vice-Chair**

1. The Vice-Chair serves as program chair for the Group. In that role the Vice-Chair is responsible for creating panels for the annual meeting of the American Political Science Association (hereafter "APSA") or selecting from among panels proposed by group members. The Vice-Chair also is responsible for arranging workshops or other program activities of the Group as the Council may decide.

2. The Vice-Chair presides over meetings of the Council and of the Annual Business Meeting when the Chair is unable to do so. The Vice-Chair provides other assistance to the Chair, as the Chair may request.

3. The Vice-Chair is elected at the Annual Business Meeting to serve a 2-year term.

#### **C. Secretary-Treasurer**

1. The Secretary-Treasurer maintains the membership roster of the Group, keeps minutes of Council meetings and of the Annual Business Meeting, and

communicates relevant information to group members, including the names of candidates for elective office.

2. The Secretary-Treasurer is the custodian of funds belonging to the Group. The Secretary-Treasurer is responsible for making expenditures to meet financial obligations of the Group, in accordance with policies and procedures established by the Council. The Secretary-Treasurer provides a written report to the Annual Business Meeting on the state of the Group's finances.

3. The Secretary-Treasurer is editor of the group's newsletter, which is published on a schedule that the Council determines.

4. The Secretary-Treasurer is elected at the Annual Business Meeting to serve a 2-year term.

#### D. Web Site Manager

1. The Web Site Manager maintains a web site on which group activities and other information pertinent to the Group are posted.

2. The Web Site Manager is appointed by the Chair with the concurrence of the Council and serves for a period of time that is mutually agreeable to the Chair and the person appointed to this position.

#### E. Listserv Manager

1. The Listserv Manager maintains a list of members of the Group who wish to participate in an e-mail discussion group (listserv), communicating with one another on matters of common professional interest. The Listserv Manager is responsible for determining whether e-mails submitted are appropriate for dissemination to the discussion group.

2. The Listserv Manager is appointed by the Chair with the concurrence of the Council and serves for a period of time that is mutually agreeable to the Chair and the person appointed to this position.

### **IV. Policy-Making Groups**

Two groups are charged with determining policy for the Political Forecasting Group: the Annual Business Meeting and the Council.

## A. Annual Business Meeting

1. The Annual Business Meeting is the highest policy-making body of the Group. This meeting is held at the APSA annual meeting.
2. The Annual Business Meeting elects officers of the Group and at-large council members. It also makes such policy decisions as it deems appropriate.
3. All members of the Group are eligible to vote at the Annual Business Meeting. Decisions of the meeting are made by simple majority vote of group members present and voting.

## B. Council

1. The Council is authorized to decide policy for the Group and to otherwise act on behalf of the Group between the annual business meetings. The Council approves committee appointments made by the group Chair and fills vacancies that occur in elective positions. The Council establishes policies and procedures governing the custody and expenditure of funds belonging to the Group.
2. Decisions of the Council are made by simple majority vote.
3. Membership on the Council includes the following positions. (Voting members are denoted by an asterisk [\*].)
  - a. Chair (\*)
  - b. Vice-Chair (\*)
  - c. Secretary-Treasurer (\*)
  - d. immediate past Chair, *ex officio* (\*)
  - e. Six at-large members (\*)
  - f. Web Site Manager, *ex officio*
  - g. Listserv Manager, *ex officio*
4. At-large council members are elected at the Annual Business Meeting to serve two-year terms.

## **V. Election Procedures**

### **A. Selection of Candidates for Positions**

Candidates for elective positions in the Group are proposed by the Nominating Committee and also may be proposed by individual group members.

#### **1. Nominating Committee**

a. The Nominating Committee is responsible for proposing a candidate for each elective position that is to be filled at the Annual Business Meeting. Before making its nominations the Nominating Committee shall solicit suggestions for nominees from the group membership. The Nominating Committee shall take into account the diverse forecasting interests represented within the Group and shall seek to make nominations to leadership positions that are representative of those interests.

b. The Nominating Committee is comprised of three members of the Group. Each year, no later than June 1, the Chair appoints the Nominating Committee with the approval of the Council. One of the three members of the Nominating Committee shall be the previous year's committee chair. The Chair of the Group designates one of the remaining two committee members to serve as the current chair of the committee.

c. Through the group Secretary-Treasurer, by July 1 the Nominating Committee informs the group membership as to its nominees for the respective positions.

#### **2. Other Candidates**

a. Any group member may propose additional candidates for elective positions to be filled at the Annual Business Meeting by submitting nominations to the group Chair by August 1.

b. By August 15 the group Secretary-Treasurer shall notify the membership of the Group of the names of any additional candidates together with a restatement of the list of nominees proposed by the Nominating Committee.

## B. Terms of Office

The terms of office for officers and at-large council members are two years and begin immediately following the Annual Business Meeting at which the election occurred. Officers (Chair, Vice-Chair, and Secretary-Treasurer) and three at-large council members shall be elected in odd-numbered years; three other at-large council members shall be elected in even-numbered years.

## C. Voting

Voting in elections for group officers and at-large council members shall be by secret ballot. The winner is determined by simple majority vote. If in an election no candidate receives a simple majority of the vote, the winner is determined by a runoff election between the two candidates receiving the largest number of votes.

## **VI. Amendments to Bylaws**

Amendments to the bylaws contained herein may be proposed by the Council or by petition of 15 members of the Group. Amendments proposed by petition must be submitted to the group Chair by June 1 of the year in which they are to be considered. Proposed amendments shall be sent to the group membership by the Secretary-Treasurer by July 1. To be adopted, the proposed amendments must be approved by simple majority vote of the Annual Business Meeting.

## **VII. Procedures for Implementing Bylaws**

A. These bylaws become effective upon approval by simple majority vote at the Annual Business Meeting to be held at the 2007 annual meeting of the APSA.

### B. Initial Elections

1. If the bylaws are adopted, at the same meeting a Chair, Vice-Chair, Secretary-Treasurer and three at-large council members will be elected for regular two-year terms; three other at-large council members will be elected for one-year terms. At the 2008 Annual Business Meeting three at-large council members will be elected for regular two-year terms.

2. A three-person Nominating Committee will be appointed by the Chair of the Organizing Committee of the Group. The Nominating Committee will propose one candidate for each of the nine elective positions to be filled at the 2007 Annual Business Meeting, listed in paragraph 1.

C. Prior to the 2007 Annual Business Meeting, the group membership will be sent a copy of the proposed bylaws and the list of nominees for the elective positions. Other candidates may be proposed by group members at the Annual Business Meeting.