

## BY-LAWS OF THE SOCIETY OF CATHOLIC SOCIAL SCIENTISTS

**1. *Effectuation of Purpose.*** The Society's purpose shall be carried out by scholarly, research, educational, and other, related activities that shall include presentations, conferences, workshops, publications, analyses of international, national, public, and Church issues and policies, establishing research centers and university chairs, instituting scholarships and awards, and promotional activities to call attention to distinctively Catholic approaches to the social sciences and applied fields related to them.

**2. *Membership.*** The criteria for membership in the Society shall be the following: (1) fidelity to the Magisterium of the Catholic Church in all it teaches including, and especially, her social teachings--always distinguishing between positions asserted in the social encyclicals which are morally obligatory and those which are not and allowing for legitimate differences in views about their application--and teachings on conjugal morality and family life, such as the important encyclical *Humanae Vitae*, and the teachings of Vatican Council II; (2) reasonable knowledge of and interest in deepening one's understanding of the Church's social teachings; and (3) support for the purpose of the Society as stated in Article Two of the Constitution; and 4) the minimum of an earned advanced degree (i.e., a degree beyond the bachelor's, such as an M.A. or J.D.) (except that all current members with less than an advanced degree at the time this provision is put into effect shall not have their membership status affected by it, and full-time master's degree-level or equivalent students shall be permitted to become student members at a lower yearly dues amount). Exceptions to these limitations may be made in extraordinary circumstances by the Membership Committee. Non-Catholics who meet the earned advanced degree requirement and are knowledgeable about and support the Church's teachings and the purpose of the Society may become special associate members of the Society (entitled to all the rights and privileges of regular members, except for holding a national office, serving as president or executive head of a local chapter or chairman of a disciplinary or special interest section, or sitting on the national Board of Directors), but, if their consciences do not permit, will not be expected to affirm fidelity to the Magisterium. Student members are not eligible to serve as national officers, members of the national Board of Directors, presidents or executive heads of local chapters, or chairmen of disciplinary or special interest sections of the Society. Student members will automatically become full regular or associate members, as the case may be, of the Society when they receive an advanced degree. All applicants, who are not known about by the Membership Committee and are not specifically invited to join the Society, will be required to submit a vita or other personal information in order to demonstrate, by their academic background, publications/writings, work, activity, or other service, that they meet the above criteria and are of the categories of people eligible to be members of the Society as

stated in Article Two of the Constitution. Also, unless so known about and invited, they will also normally be required to provide the names of at least two present members of the Society who can be approached by the Membership Committee as references. Absolutely no application for student membership shall be accepted unless it includes the name and signature of at least one current regular or associate member of the Society as a sponsor.

The Membership Committee shall be comprised of a Membership Chairman who shall be appointed by the President for a set two-year term, to run contiguously with the regular term of each group of officers, and four other Society members (at least one of whom shall be a national officer of the Society and another who shall be a member of the Society's Board of Directors). These remaining four members shall also be appointed by the President. The Committee terms of the national officer and the other member of the Board of Directors shall run contiguously with the terms of each group of national officers. The Committee terms of the remaining two members (i.e., the at-large members) shall run from the mid-point of the terms of each group of national officers (except that the two at-large members initially appointed shall be appointed for one-year terms until the mid-point of the appointing President's term). The Committee shall review applications and supporting credentials and decide about admitting members.

Current members are automatically dismissed from the Society for non-payment of dues in a given year according to the procedure spelled out in By-Law 3 below, with exceptions for financial hardship made at the discretion of the Society's President or Treasurer (see By-Law 3). Current members may be dismissed from the Society for other reasons, including but not limited to failure to adhere to the requirement of fidelity to the Catholic Church's Magisterium as a condition of membership as stated in By-Law 2, scandalous moral conduct, genuinely endangering the reputation of the Society by their actions, persistent disruption of Society programs and activities or otherwise persistently refusing in their actions to uphold standards of civil discourse within the Society (as opposed to engaging in legitimate disagreement in a charitable manner), and cynical, outright calumnious, and unjustified public attacks upon, the Society, its leaders, and its membership. Such dismissal from the Society pursuant to this provision (this provision shall be applied with due restraint) requires a 4/5 vote of the entire Membership Committee. A member so dismissed may appeal within fourteen calendar days to the Board of Directors by sending a letter stating such intent to the President in his capacity as Chairman of that Board. The dismissal will stand if agreed to by an absolute majority of the Board of Directors.

**3. Procedure for Dues Collection and Termination of Members for Nonpayment of Dues.** All regular and associate members of the Society are required to pay dues (while members of the Board of Advisors and the Bishops Board and are considered regular members of the Society entitled to all the rights and privileges of membership, they are exempt from dues). During November of the year prior to the one for which dues payment is sought, the first notice for dues to

be paid will be sent to the membership. A second notice will be sent in February to those who have not paid since the first notice. A third notice will be sent in April to those who still have not paid. Any member who has not paid dues before receiving the third notice will be assessed a late fee whose amount shall be determined by the Board of Directors. A final notice will be sent to those who still have not paid within thirty days after receiving this third notice or May 31 (whichever is later) informing them that if they do not pay their dues within another thirty days, by June 30 (a grace period), their membership in the Society will automatically be terminated. Persons so terminated will be required to go through the entire procedure of reapplication if they wish to rejoin the Society if more than two years have elapsed since the termination. Upon a member's request, the Society's President or Treasurer may waive dues for a given year for financial hardship reasons. New members who join the Society and pay their dues for the first time in the last quarter of the year will be considered to have met their dues obligation for the following year.

**4. Officers.** There shall be both a 1st and a 2nd Vice President of the Society.

**5. Procedure for Election of Officers (exclusive of the Chaplain) and for the Conduct of Referenda.** The President shall appoint an ad hoc Nominations and Election Committee of three persons (one of whom shall be Chairman) from among the members of the Board of Directors who will not be seeking an office at the Board of Directors meeting just prior to each election of officers (i.e., in the summer of odd-numbered years) in order, first, to solicit the names of members who wish to run for the various national offices and, after consultation with the Board of Advisors, shall make recommendations for nominations to the full Board of Directors. The Board of Directors shall then make the nominations. Their nominations may be made from among the regular members who put forth their names to the Nominations and Election Committee (specifying the offices they are seeking nomination to) or other regular members. In order to receive a nomination or in order to have any votes for him in an election declared valid, a person must have paid his dues for the year of the election (this does not apply to members of the Board of Advisors or the Bishops Board, but does apply to persons otherwise excused from dues payment). Persons receiving a plurality of the vote for a particular office from the Board of Directors shall receive the nomination for that office, unless it shall have been previously agreed by the Board that up to two persons shall be nominated for each office, in which case the top two vote-getters for an office shall be nominated for that office. The Committee then shall conduct the election. On the first weekday of September that is not a national holiday, it shall see to it that election ballots are sent to all members (regular and associate; student members are not eligible to vote in elections or referenda).

The procedure for the conduct of referenda to approve proposed constitutional amendments and any advisory referenda authorized by the Board of Directors shall be as follows. Proposed constitutional amendments must be submitted for the

approving referenda to the membership within six weeks after the Board of Directors votes to approve them. At the time the Board of Directors authorizes a referendum, the President shall appoint an ad hoc Referendum Committee to conduct the balloting, with the same composition as the ad hoc Nominations and Election Committee discussed above. Any member eligible to vote in an election for officers is eligible to vote in a constitutional amendment or advisory referendum.

In the case of either elections or referenda, mail ballots will be used and will have to then be received from the members for counting by the Executive Secretary by a date indicated on the ballot (no less than three weeks after ballots are mailed, although the Board of Directors may vote to make it as long as six weeks), or be invalidated. If the designated period for return ends on a Sunday on the calendar, then the next day, Monday, shall become the final date ballots may be received. If the designated period for return ends on a Monday which is a national holiday without mail delivery, or if the designated period for return ends on a Sunday and the day after it is a Monday which is a national holiday without mail delivery, then the Tuesday right afterward shall become the final date ballots may be received. The counting shall take place on a day designated in the election instructions and shall be carried out by the Executive Secretary and two other members of the Society designated by the President at the time he appoints the Nominations and Election or the Referendum Committee. Any member of the Society may be present during the counting of the ballots in either an election or referendum. The Nominations and Election Committee or the Referendum Committee, as the case may be, shall make the final decision about eligibility to vote, the validity of ballots, and all other matters concerning a particular election or referendum.

The candidates for the various offices who secure the most votes from the members who return their mail ballots shall be elected, and shall assume their offices on January 1 of the year after the election. A constitutional amendment that meets the approval requirements of Article Six of the Constitution goes into effect immediately, unless the text of the amendment stipulates otherwise.

**6. Board of Directors.** The Membership Chairman of the Society and the Editor-in-Chief of *The Catholic Social Science Review* shall be entitled to a seat on the Board of Directors. In addition to the members designated by the Constitution or By-Laws to serve on the Board of Directors, the President shall appoint, with the consent of the Board of Directors, five other members of the Society to serve as at-large members for two-year terms to run contiguously with the regular terms of each group of officers. The Board of Directors may permit other designated Society members, such as chapter presidents who are not sitting as full voting members, to serve as non-voting Board members. The Board of Directors shall decide on the means by which any such non-voting members shall be selected for the Board and their terms of office and related questions. Any member of the Board of Directors whose removal (e.g., before expiration of his term) is not covered by any other provision of the Constitution or By-Laws may be removed by a vote of two-thirds of the entire Board of Directors. In case of the legitimate absence of a member or

members of the Board of Directors at a meeting, the President is empowered to appoint no more than one proxy for the purpose of a quorum.

**7. Board of Advisors.** Pursuant to the provisions of Article Four, Section III of the Constitution, the President shall appoint persons to the Board of Advisors. The entire Board is appointed to a common three-year term, except that persons appointed during the course of that common term shall be initially appointed to a term that lasts only until the expiration of that common term. Members may be reappointed without limitation. The President shall also appoint, pursuant to the provisions of Article Four, Section III of the Constitution, one or two members of the Board of Advisors to be its Chairman or Co-Chairmen for a three-year term to run contiguously with the common term of appointment of the Board, except that persons appointed as Chairman or Co-Chairmen during the course of that common term shall be initially appointed to such position(s) for a term that lasts only until the expiration of that common term. The President shall make an appointment of a Chairman or Co-Chairmen with every term of the Board of Advisors. The three-year common term began with January 1 of the year of this By-Law's modification (2009).

**8. Bishops Board.** The Society maintains a Bishops Board who members are recommended by the President and approved by the Board of Directors. The Society chooses bishops who are champions of the Faith, consistent with the mission and activities of the Society. Bishops are normally appointed for five-year terms.

**9. Committees.** The Society shall have the following standing committees: **Awards**, which shall recommend to the Board of Directors a person (who need not be a Society member) to receive the Society's annual Pope Pius XI Award for contributions toward the building up of a true Catholic social science and persons (who need not be Society members) periodically to receive the Society's Blessed Frederic Ozanam Award for Catholic Social Action, and shall also recommend to the Board of Directors recipients of any other awards authorized by it, such as those recognizing achievements in Catholic education (the final decision on recipients of the Pius XI and Ozanam Awards or any other awards shall be made by the Board of Directors, which may accept the Committee's recommendations or name another person or decide to give no awards for a particular year). **Constitution and By-Law Review**, which periodically shall review the Society's Constitution and By-Laws and propose to the Board of Directors any changes to be made in them. **Finance, Fund-Raising, and Chairs**, which assists and advises the President, the Treasurer, and the Board of Directors in carrying out the on-going financial operations of the Society, proposes fund-raising ideas to the Board of Directors, carries out fund-raising activities (except for dues collection) of the Society under the direction of the Board of Directors (except that the Board has the right to handle any fund-raising activities on its own), and proposes to the Board of Directors institutions and individuals to receive funds for chairs in Catholic social

science the Society seeks to establish. **Intellectual Resources and Websites**, which shall work to identify and acquire scholarly, educational, and other materials and resources that the Society would like to disseminate and/or which would aid it in its apostolate; and shall coordinate and oversee the operation of the Society's websites and electronic communication discussion groups (the President shall automatically be a member of the Committee and must give his consent to the inclusion of any material on the websites before it is posted). **Membership**, which is discussed in By-Law 2. **Public and Church Affairs**, which shall coordinate, under the direction of the Board of Directors and the President, efforts of the Society to express its views, based on Catholic teaching and Natural Law principles, on important public policy matters to governmental decisionmakers and on intra-Catholic Church matters to appropriate ecclesiastical authorities, via such means as letter-writing, presenting statements or position papers, or arranging expert testimony by Society members before legislative committees and other governmental bodies and Church organs (the Committee, however, shall not engage in lobbying or direct contacts with governmental decisionmakers to influence legislation and its efforts shall not constitute a substantial part of the Society's activities, nor may it participate or intervene in elections). **Public Relations and Media**, which shall help with Society publicity and shall coordinate Society efforts to bring Church teaching and Natural Law principles to bear on contemporary social questions via the press, media, and related outlets (the Committee, however, shall not engage in lobbying or direct contacts with governmental decisionmakers to influence legislation nor participate or intervene in elections). **Publications**, which consists exclusively of the sitting members of the Board of Directors (the Board functions as the Society's Publications Committee), shall make decisions about approving book manuscripts to be included in the Society's Catholic Social Thought Book Series through Rowman and Littlefield Publishers that have been recommended to it by the Editor of the Series (after they have been submitted to him for consideration) and shall also act to commission other books and publication projects of the Society to be included as part of the Series or otherwise. The Series Editor shall be a Society member appointed by the President with the consent of the Board of Directors for a three-year term, although he may be removed before the completion of his term by a vote of two-thirds of the entire Board of Directors and the agreement of the President. **UN Non-Governmental Organization (NGO)**, which coordinates the Society's activities at the United Nations organization pursuant to its status as a recognized non-governmental organization of the UN Economic and Social Council. The President, at his discretion, may, from time to time, establish additional, ad hoc committees to deal with specific matters, as he sees fit. These shall be temporary in nature, not to last for longer than two years without the consent of the Board of Directors. The decisions of any committee cannot be implemented without the approval of the President who on appropriate occasions will present the case for final disposition to the Board of Directors.

**10. Disbursements.** Financial disbursements of the Society, financial recordkeeping, and dues collection may be handled either by the President or the Treasurer. All disbursements of over \$50 require the joint authorization of both the President and the Treasurer.

**11. Meetings and Actions of the Board of Directors.** The Board of Directors shall meet annually at the Society's annual fall meeting-conference. Additional meetings--in-person, by conference telephone call, or by electronic communication--may be convened by the President, if he deems it necessary. In order to make binding decisions, at least 40% of the Board members must be present at or taking part in a Board meeting. If the President deems it necessary, however, votes of the Board of Directors may be carried out by regular or electronic mail ballot.

**12. Local Chapters and Regional Coordinators.** The national Board of Directors makes decisions about granting recognition and affiliation to local chapters (the term "local" here is used also to indicate regional chapters). The President may grant interim recognition to a chapter until such time as the Board can take up the question. The Board may withdraw recognition from any chapter it deems is not acting in a manner consistent with the purpose of the Society as stated in Article Two of the Constitution, or upholding all provisions of the Constitution or these By-Laws, or adhering to all Board policies. The President may suspend any such chapter until such time as the Board can take up the question. Local chapters may set up the means of their governance and select their officers or other governing officials (they must have a president or other executive head) in a way they shall determine. However, the national Board of Directors may reject any means chosen and require that different procedures be drawn up and may also veto any officers or governing officials chosen. Before the Board takes action in the latter situation, the national President may suspend any of the officers chosen. An active chapter is one that sponsors or co-sponsors and holds at least one event (lecture, panel, conference, luncheon, etc.) or works on at least one project per year. The national Board of Directors will periodically review the various chapters to determine if they are continuing to meet this requirement for active status. In geographical areas where there are no chapters or few members, the President may appoint, with to approval of the Board of Directors, regional coordinators, to help organize regional Society conferences and other programs, to help promote and publicize the work and programs of the Society, and recruit new members.

**13. Disciplinary and Special Interest Sections.** The Society may establish subsidiary sections for members in its various constituent academic and professional disciplines, or for those interested in pursuing a special subject-matter or topical area within the scope of the Society's purpose as stated in Article Two of the Constitution, in order to provide the opportunities for camaraderie among members in common areas and to permit the opportunity to carry on common projects and activities. In order to operate, each section must be granted recognition

and its Chairman (which each must have) and any other officers or governing officials must be approved by the Board of Directors. The President shall decide if interim recognition of a section and approval of its leadership is to be given prior to the next regular Board of Directors meeting. Before the results of any research or any project or other effort of a section may be promulgated or published by or on behalf of the Society, it must be approved by the President. If, in the President's judgment, any section is not acting in a manner consistent with the purpose of the Society pursuant to Article Two of the Constitution or it is not deferring to the authority of the President and the Board of Directors, he may suspend its activities and leadership until the next regular Board of Directors meeting when the Board shall decide about the section's status and continued recognition and/or whether its leadership shall continue.

**14. *Journal.*** The Society's official journal for scholarly and professional publications and for announcements of official Society business shall be *The Catholic Social Science Review*. It shall be directed by an Editor-in-Chief, who shall have the primary responsibility for soliciting articles and other submissions, the production and dissemination of the journal, and its promotion. The Editor-in-Chief shall be a Society member appointed by the President with the consent of the Board of Directors for a five-year term, although he may be removed before the completion of his term by a vote of two-thirds of the entire Board of Directors and the agreement of the President. The Editor-in-Chief shall automatically be a member of the Intellectual Resources and Websites and Publications Committees. The President shall be listed as Publisher of the journal and, since it is the main official publication of the Society, must give his consent to the contents before any specific issue may proceed to publication. The Editor-in-Chief, in consultation with the President, shall appoint an Editorial Advisory Board for the journal whose members' terms shall run concurrently with that of the Editor-in-Chief. The Editor-in-Chief, in consultation with the President, may appoint persons who shall serve at his pleasure to fill other subsidiary positions needed to carry out the journal's operation. They along with the Publisher and the Editor-in-Chief, who shall serve as its Chairman, shall constitute the Editorial Board of the journal.

**15. *Interpretation of the Constitution and By-Laws.*** The procedures to appeal any decision(s) interpreting the Constitution or By-Laws by the President are as follows: If the interpretation is made during a meeting of the general membership of the Society, an appeal may be made by any member(s) of the Society in person to a meeting of the Board of Directors if such a meeting is scheduled within seven calendar days of said general membership meeting. If the interpretation is made at a Board of Directors meeting, the appeal may be made forthwith at that meeting by any member of the Board of Directors or any other member(s) of the Society in attendance. Otherwise appeals, which may be made by members only, must be in writing, stating the particular instance of interpretation being appealed and the reason why the member believes the interpretation is

incorrect. The appeal either must be personally handed to the Executive Secretary of the Society within ten calendar days of the rendering of the disputed interpretation or sent in the mail to him, postmarked within the period of ten calendar days (not including Sundays and national holidays) after the rendering of the disputed interpretation. If these procedures are not complied with, the Board of Directors shall not hear the appeal. Once the Executive Secretary receives a valid appeal, he shall notify the President who shall then be obliged to call a meeting of the Board of Directors--in-person, by conference telephone call, or by electronic mail--or send a mail ballot to each Board member within fourteen calendar days of such notification by the Executive Secretary so as to secure a vote of the Board on the point of disputed interpretation.

**16. *Amendment.*** Amendments, changes, deletions, etc. of these By-Laws may be made by vote of a majority of the members of the Board of Directors who vote on a particular proposal.