

STANDING RULES

June 2010 Revision

Minutes for the SWS AAPG Board of Director's meetings were reviewed to determine what actions might qualify as "Standing Rules". No hierarchy is meant by the order of the "rules". The "Rules" have been grouped by "category" where appropriate. Where known, the date of the minutes is noted for each "Rule".

1. It was recalled from a previous year's motion (date unknown) that: A host society cannot enter into a contractual obligation with any convention organization without Board approval.
2. The Section shall bear all convention losses.
3. The SWS member society hosting the convention is entitled to a maximum of 50% of the net profits from that convention (to be approved by the Board prior to the convention). **Revised October 2002**
4. The host society can (and should) take its profit (not to exceed 50%) from the net convention proceeds before forwarding the Section's share to the SWS Treasurer. **Revised October 2002**
5. Budget for the Transactions as part of the convention registration costs. (Since 1997 typical charge has been \$20.00 during registration; \$20.00 + postage after the convention.) **June 1989**
6. Excess monies after publication of the transactions will be returned to the SWS after the proper splits between the host society and the Section have been made.
7. A convention checklist will be created by each annual convention committee and forwarded to the next year's convention committee. **June 1992**
8. Convention short courses are free to the first 200 registrants. **April 1992**
Continuing Education course at the annual convention is free to those who register for the convention. The host society determines the charge for "walk-ups" on a space available basis. This applies to a single course offering at the convention. Multiple courses were not addressed. **February 1999**
The convention committee will conduct the convention short course(s), not the SWS Continuing Education Committee. **June 1999**

The SWS Board will determine the amount of money available to an annual convention for its short courses at the June meeting preceding that year's convention. **June 1999**

9. Scholarships can be awarded to undergraduates. **June 1989**
At least 5 and no more than 9 scholarships shall be awarded. **March 1990**
Scholarships shall be \$500.00 **March 1990**
\$500.00 will be awarded to Graduates, \$250.00 to Undergraduates.
The Board will decide the scholarship value based upon the number of recipients. **June 1999** (For example, in 1999 only three scholarships were awarded. They had a value of \$1,000.00.)
Scholarships are awarded for studies by students in member society areas for topics on interest to the SWS. **June 1999**
10. First Class postage will be used for election ballots. **June 1999**
11. The SWS will endorse member society recommendations for AAPG awards or office, not just those who have been active in SWS affairs. **June 1999**
12. The Bylaws Committee will be made up of the President-Elect (chairman), President, Past President, and Secretary. **June 1999**
13. The Treasurer will be the chairman of the Loan Committee. **June 1999**
14. The Board will meet on the first Friday in October or in conjunction with the Fall Continuing Education Course. The meeting will be held in Abilene, as it is the most central location. **June 1999**
15. Within two months of a term's end, the President, Secretary and Treasurer shall meet and complete one book of records, which shall serve as the Secretary's corporate record.
16. Conventions can set up their own credit card facility for registration with local banks.
17. The Advisory Council Representative will be made a permanent, non-voting (**June 2003**) member of the Honors and Awards Committee. **March 2003**
18. The Honors and Awards Committee will be responsible for obtaining plaques for the annual SWS awards and for outgoing officers.
19. The Fall Continuint Education Course will be named "The Bill Hailey Memorial Continuing Education Short Course" (October 2003).

20. The Vice President's responsibilities shall include monitoring and updating website information regarding current SWS officers, delegates, committee chairs, committee members, and local society contacts (May 2006).

21. More Rocks in Your Head. When the "More Rocks in Your Head" course is held in conjunction with the Annual SWS Convention, the AAPG and SWS split the cost up to \$3000 each. AAPG will pay only up to \$3000. The host society has to pay for everything up front and then send a written request to AAPG for the reimbursement. If the "More Rocks in Your Head" course is given at any other time by a member society, then SWS will pay up to \$2000 in support of the program. SWS may support up to four "More Rocks in Your Head" offerings per year (April 2009).

Revised June 11, 2010

Pamela A. Stephens
SWS Secretary 2009-2010