

Bylaws of AEGS

Revised on February 20, 2014

Revised on November 10, 2017

Amended on December 29, 2017

Article I: *Name*

The name of the association is International Association of Gender and Sexuality Studies (AEGS).

Article II: *Purpose*

On November – December of 2013, the following motion was approved in order to modify the purpose:

“The purpose of the Association is to promote diffusion, research and critical reflections on the cultural productions of the Americas and the Iberian sphere from feminist studies, gender studies, sexualities and from other categories of analysis relevant to women. The Association will offer the member the opportunity to have a critical space for the presentation of papers, seminars, round tables, special tables and for the dissemination of research through annual meetings, publications and electronic media.”

Former purpose: The purpose of the Association is to promote the dissemination of research and critical reflection on Hispanic literature written by women and their cultural production. The Association will offer members the opportunity to have a critical space for the presentation of papers, seminars, round tables, special tables and/or for the dissemination of research and theory through annual meetings, publications and electronic newsletter.

Article III: *Activities*

3.1. Annual Meetings

AEGS will hold an annual national and international meeting that will serve as a forum for the presentation of research papers, panel discussions and round tables, as well perform other Association activities such as: Tributes to distinguished female figures, book presentations, discussion at a General Assembly, gender and profession seminars. The member is invited to submit institutional offers to host the Association. Minimum requirements: secretarial services, office space, equipment and mail. The organizers of the Annual Meeting will work independently while in collaboration with the Executive Committee of AEGS. The decision on congress venues should be made with consultation and vote of the Executive Committee. Once the chair of the conference has been decided by the Executive Committee and made public at the annual meeting, s/he will be unappealable.

3.1.1 Election of headquarters

Annually, every January 15, the secretary will announce a call for proposals (venue, theme, infrastructure, etc.) to organize the conference a year and a half in advance, for example 01/15/2005 for the October 2007 conference. The submission proposal deadline will be February 15th. The executive committee will reach a decision by March 15th. In the event that the initiative arises from any Executive committee member, s/he will abstain from voting. The chosen location for the conference will be announced through all sources of the organization, listserv, Revista de Estudios de Género y Sexualidades. The chosen proposal will be presented by its organizer at the general assembly. Ideally, three consecutive annual conferences should be held.

3.1.2. Evaluative criterion of the conference chairperson

- 1) Institution commitment: provide funds to invite female writers, assembly halls, staff in charge of registration, meals, etc.
- 2) Framework: hotels, transportation (airport-hotel, hotel-venue of the conference). Also consider the effect of other similar prior/post conferences in the surrounding area, eg. LASA, MLA, etc. The conference should not coincide with other professional conferences;
- 3) The conference will provide information on private nursery service to participants without any liability on AEGS's part. In the event of surplus funds, 20 percent will be allocated to scholarships that enable attendance to the congresses of Latin American, Spanish and Hispanic women writers in the USA. The conference organizer should prepare a report justifying the expenses charged to the funds received.

3.2. Publicity of books

To facilitate the dissemination of written literature by women and their cultural production, the Association will act as an advertising-agent for those books that have been published by Spanish, Latin American, Afro-Latin and/or Hispanic women within and outside of the United States announcing them in *Revista de Estudios de Género y Sexualidades*, and displaying them during the annual congresses

3.3. Awards and prizes

AEGS invites their members to contribute to the following awards:

- A) Victoria Urbano Prizes, in their modalities of
 1. Critical Monograph
 2. Critical essay
 3. Creation (poetry, theater and narrative)
 4. Academic Recognition

The requirements for the different prizes can be found in the relevant section of the association's page.

- B) Essay award for graduate students.

Those interested should send their manuscripts or electronic copy to the president following the specifications noted on the Association's website. Manuscript submission deadline: April 15th of the current year.

- C) Annual Award Bill L. and Gerre D. Andrist, awarded \$100 for the best paper of the year written by a speaker with an Assistant Professor rank who addresses gender issues in Hispanic literature or culture. The Executive Committee will form a committee of 3 self-nominated members with the responsibility of choosing the winning paper. Under no circumstance should the committee be formed by an Andrist relative. Send an electronic copy according to instructions on the respective page.

Article IV: *Members*

The Association offers the same participation as a member to any person or institution that is interested in women's literature and culture of the Hispanic world, and is willing to endorse the aims of the Association. Seven categories of membership are established, namely: principal members, protective members, student members, relevant members, honorary members, friends of AEGS, writer members.

4.1. Active members

Active members will be those who actively remain in the Association and satisfy their membership fees.

4.2. Protective members

Protective members will be those who contribute to the Association with an annual amount of at least three times greater than the stipulated dues for principal members.

4.3. Student members

A student member will enjoy all of the privileges as principal members including the right to vote.

4.4. Honorary member

The membership, proposed by the Executive Committee, will grant the title of "honorary member" to distinguished personalities in the field of women's literature. This "honorary member" shall be granted the right to vote within the Association, and shall be exempt from payment of annual dues. Special provision: Adelaida López-Martínez is declared an honorary member of the Association for life in recognition of her extraordinary professional work as editor of *Revista de Estudios de Género y Sexualidades*.

4.5. Friend member

This category includes all people who pay a nominal fee of \$10.00 per year. The member will have the right to give an opinion without voting nor will s/he receive *Revista de Estudios de Género y Sexualidades*.

4.6. Writer member

All writers who support the Association and who do not have a paid academic job can be considered in this category. Within this category, the member will pay a nominal fee of \$10.00 per year. S/he will have the right to express an opinion and vote. S/he will not receive *Letras Fememinas*. These writers are the basis of our Association and the Association should maintain regular contact with them.

4.7. Attracting new members

The Executive Committee will seek to expand the Association's membership internationally in such a way that foreign members considered as active members can promote, disseminate, contribute and participate in the enrichment of the Association giving it a global and pluricultural character. The Annual Meeting will be held every three years in at least one foreign country in order to facilitate the exchange already initiated through the electronic means used by the Association.

Article V: *Fees and budget*

5.1. Membership fees

1. Regular members (professors, professionals); \$55
2. Student members, Independent Scholars and Emerita Professors: \$30
3. Libraries and academic institutions: \$120 (ejournal only)
4. Libraries and academic institutions: \$150 (ejournal and printed copy)

5.1.1. Exemption of membership fees

1. In order to encourage the presence of Latin American colleagues residing in Latin America, they will be exempt from registration (conferences) and membership (association) payments.

2. Also, honorary members will be exempt from membership fees.

5.1.2. Membership fees modification

The fees established for active members, protectors, foreigners, students, friends of AEGS, and member-writers may be modified on the motion of the Executive Committee once the discussion has been presented at the general assembly during the annual meeting. The membership will approve the proposals in general voting at the assembly regarding the modification of fees.

5.1.3. Double membership

The possibility of a double membership exists for heads of family that wish to associate together with a discount of \$5.00. In this case, the membership fee will be double the individual fee (in each case) minus \$5.00.

5.2. Members' rights of AEGS

Association members will benefit from the following rights:

Receive two annual numbers of *Revista de Estudios de Género y Sexualidades* (Summer and Winter);

Submit manuscripts in order to be considered for publication in both *Revista de Estudios de Género y Sexualidades* and *GraFemas*: Present a work in the Association's Annual Meeting, being that it is continually accepted by the committee's conference organizer. Present suggestions for the change and betterment of the Association through ordinary mail and email.

5.3 Budget

The distribution of the revenue obtained by the Association through membership fees will be issued as follows: 65% *Revista de Estudios de Género y Sexualidades*, 35% AEGS (December 15, 2000). The Association's Treasurer will be responsible for ensuring that this distribution takes place.

Article VI: *Government of the Association/ Association Government*

The Association shall be administered by the Executive Committee. The committee shall be elected every two years. Decisions that may affect the purposes or nature of the Association will have to be ratified by two thirds of the members and not during the General Assembly held at the Annual Meeting. The Executive Committee will meet at least once a year to coincide with the Annual Meeting, and its members will remain in active contact via email. Members of the Executive Committee commit to attend the annual meeting during their service in the committee.

To better manage the Association, three committees with specific responsibilities have been created, namely: Mentoring Committee, Awards Committee Victoria Urbano, and Voting Committee. Different members of the Association can freely participate in them. The Mentoring Committee has the function of guiding the professional growth for different Association members by organizing a series of annual activities, even within the Annual Meeting. The Prize Committee has the mission of recognizing the professional and creative production of the different Association members, for which three options have been created: The Victoria Urbano for Essay, the Victoria Urbano for Creation, and the Victoria Urbano for Academic Recognition. The Urban Victoria Award for Academic Recognition consists of a glass plaque and the payment of transportation (accommodation and modest per diem) to the conference venue.

The Voting Committee is an essential instrument when monitoring and safeguarding the transparency of the electoral process each time it takes place. This committee will work directly with the Association's Secretary.

6.1. General Assembly

The General Assembly takes place at the Annual Meeting of the Association. The General Assembly will be a forum for exchange, discussion and debate to promote new ideas, opinions and present relevant matters to the Association. No vote will be taken during the General Assembly, since the Association seeks the membership representation and the vote by all of the member's affairs that concern the Association and not only those that participate in a specific Annual Meeting.

6.2. Executive Committee

The Executive Committee will be constituted by the President of the Association, the Vice-president, the Secretary, the Treasurer, the editor of *Revista de Estudios de Género y Sexualidades*, four spokespersons, in addition to a spokesperson abroad, and the previous President (with the title of Executive Advisor).

The Executive Committee will meet once a year coinciding with the Association's annual meeting.

When the Secretary and the Treasurer fulfill their periods of obligation within the Executive Committee, they will be able to apply as candidates for other appointments within the following Executive.

The Executive Committee will present an annual report to the Association during the General Assembly.

In the event of an unanticipated cancelation of the conference, considering that (except for the Treasurer's job) the executive committee's voting is held every two years and that the taking of office coincides with the annual conference, the elected committee will automatically assume its functions on October 15th of the year it has been voted.

Article VII: *The functions of the Executive Committee*

7.1. Functions of the President

The President will lead the General Assembly, the meetings of the Executive Committee, and any act organized by the Association and will serve as a direct contact with the person(s) in charge of organizing the Annual Meeting. Additionally, the president will have the capacity to call elections and organize a membership vote for any process that may improve the functioning of the Association. The President will order an annual report from different members of the executive committee; will supervise the Association's economic budget; and will raise the necessary discussion with the Executive Committee concerning important issues in the operation of the Association. Furthermore, the president will implement the decisions reached by the Executive Committee and the membership through the corresponding vote.

The President will have the capacity to name, in consultation with the Executive Committee, commissions that represent the Association in academic meetings such as MLA, AATSP, etc.

The president's term will be for two years and cannot be nominated for any Executive Committee function until having completed a period of at least four years as a salient president spokesperson.

7.2. Functions of the Vice President

The Vice-President shall replace the President in his/her functions whenever deemed necessary. S/he will coordinate Association activities to better promote women's literature and cultural productions. S/he will research avenues to obtain financial aid for the Association. As president elect, the Vice-President will assume presidency upon completion of two years corresponding to the President's term, or sooner if any circumstance so requires/necessary.

In order to qualify for the Vice-President position, the candidate must obtain an absolute majority vote from members with the right to vote. The Vice-President will be in charge of the website and the electronic forum of the Association, since this person will remain for the longest term within the Executive Committee. In the event of such person not being able to perform this function, the Executive Committee will choose the appropriate person within the committee.

The Vice-President will be a member of the Executive Committee for six years; two years as Vice-President; two years as President, and two more years as outgoing Chairperson in the role of Executive Director, given his/her administrative experience within the Association.

7.3. Functions of the Treasurer

The Treasurer's job will be maintained for a minimum of 3 years and a maximum of 6 to safeguard the economic balance of the Association. The Treasurer will manage the finances of the Association. Under his/her responsibility will be the collection of membership dues and the payment of expenses incurred by the Association (Revista de Estudios de Género y Sexualidades, GraFemas, website, administrative expenses: on the part of the President, Secretary, and the Treasurer). S/he will have control by receipt and photocopy of all expenses incurred by the Association. These will be reimbursed to the relevant people after consultation with the President. He/she will keep the accounts of the Association and submit a report on the state of the Association's accounts to the Executive (at least three times a year) as well as update the Membership list (which movement will inform the President monthly, not every 6 months). S/he will be in charge of sending necessary monthly reminders, so that members pay their dues (international members should receive the necessary reminder by ordinary mail in the absence of email). His/her annual report will be included in the minutes of the General Assembly. Before the Annual Meeting, the Treasurer should present to the President a final list of members who have the right to vote. This document will be in the President's hands a week before the Annual Meeting, and on a regular basis all year round.

7.4. Functions of the Secretary

The secretary will have the responsibility of taking charge and proceeding with the electoral process of Executive Committee members and of any voting process on member's behalf. S/he will be in contact with the Treasurer in order to update the membership list. On the President's motion, s/he will call the Executive Committee meeting(s). S/he will be in charge of writing down everything said and discussed in the assembly. S/he will turn over his/her records to the President, so that the President can elaborate the minutes of the assembly. S/he will compare other eyewitness versions of the minutes of the same Executive Committee. The Secretary will send a final copy of the General Assembly's minutes to the Vice-President, so that they are included in the Association's webpage. Furthermore, s/he will confirm the results of the election with the Voting Committee, and if possible, with a member of the Executive Committee and/or with the member that accepted this

responsibility. Finally, s/he will be in charge of maintaining and updating the Association's documentary archive.

7.4.1 Special Disposition

Mrs. Pat Hollis Smith is declared Honorary Secretary with a lifetime tenure in recognition of her work in favor of the Association since its founding.

7.5. Spokespersons' functions

The Spokespersons will represent different professional ranks, thus selecting a Spokesperson between students and Assistant Professors, another representative between Associate Professors, and a third representative of Full Professors. In addition, members abroad will choose a fourth spokesperson. The members of the Executive Committee, such as the President of the former executive, the editor and the book review editor of *Revista de Estudios de Género y Sexualidades*, are not considered spokespersons but rather members participating in the Executive in function of their responsibilities and experience for the betterment of the Association. They will have the right to vote and total participation within the Executive Committee. The functions of the members will be, among others, the following:

1. Support the work of the journal by requesting contributions, providing ideas, searching for information on the web that may be of interest to the Members of the Association, and identifying contributor reviews and cultural notes.
2. Support the work of the committees (awards, votes and mentoring) and serve as a bridge with the organizers of the Annual Meeting.
3. Support the Treasurer and/or the Secretary regarding any specific function.
4. Supervise the representativeness of the Association in entities such as MLA, MMLA, RMMLA and SCMLA, among other organizations.
5. The spokesperson representative of the members abroad will be in charge of promoting the Association abroad. He/she will be in charge of maintaining contact with these members, identifying their problems and suggestions, and informing the Executive Committee of them at least twice a year.
6. The spokespersons will also perform other functions that they consider or the president considers relevant. Among them are the implementation of motions and the updating of statutes.

7.6. Renewal of the positions of the Executive Committee

Upon ending the Executive Committee's office term, the nominations for new positions may be nominations or self-nominations directed to the Association's Secretary. The Secretary will proceed to request in writing from each applicant a small essay on their vision of the post to which they postulate and their proposals for improvement of the Association. The Secretary will circulate this information to every member (by both ordinary mail and email). Then, the voting will proceed by email. Those Association members who do not have access to email should communicate it directly to the Treasurer, providing him/her with their exact address, telephone and fax number. If the Treasurer is in possession of this information, this person will be sent the ballot by ordinary mail or fax. Otherwise, the right to vote will not be exercised. During the electoral process, the Secretary will work closely with the Voting Committee to defend the transparency of the process

7.6.1. Resignations

Any member of the Association may resign at any time, submitting the resignation in writing to the President. The resignation does not give right to compensation of any kind.

7.6.2. Vacancies

Any vacancy that is submitted to the Executive Committee either by resignation or death or any other cause will have to be fulfilled temporarily by the members of the Executive until the corresponding vote is carried out. In the event that a member of the executive committee does not perform the functions for personal (health) or professional (sabbatical) reasons, the executive committee will request candidacies within the membership to cover such positions to be assumed immediately after the corresponding elections. In the event that any member of the executive committee does not carry out the functions of his/her position due to negligence, the executive committee reserves the right to request the resignation of your position with prior written notice. If within a month you have not responded to the letter, you will be dropped from your duties, and the executive committee will request candidacies within the membership to cover such duties that will be assumed immediately after the corresponding elections.

Article VIII: Voting procedure

The voting of matters proposed by the Executive Committee and that affect the Association will be conducted mainly by e-mail, except for those members registered in need of ordinary mail. The use of e-mail avoids incurring unnecessary expenses. A copy of each vote (electronic or not) will always be kept by the Secretary and the President in power. The votes will be kept secret, both the Secretary and the President can not in any case reveal the identity of the voters as

The vote is indispensable in order to comply with statute regulations that require a simple majority of the votes cast of the membership.

Article IX: Bodies of the Association

The official bodies of the Association are the magazine *Revista de Estudios de Género y Sexualidades* and the electronic newsletter.

9.1 Revista de Estudios de Género y Sexualidades

The periodicity of *Revista de Estudios de Género y Sexualidades* will be of two annual numbers. In it will appear short works of original creation written by women (poems, stories, one-act play, etc.), written in Spanish or Portuguese; critical articles on topics that relate to the literature and the Hispanic cultural production of women or highlight the figure of women. Critical papers will be accepted in Spanish, Portuguese or English. The journal will also include a review section.

The journal will only publish the contributions of Association members. It is established as editorial policy to give preference to those studies that have followed the latest trends of criticism, in order to reach not only a high academic rigor but also the utilization of a current criticism, which will make the journal recognized by its academic value and by the number of its readers. The *Revista de Estudios de Género y Sexualidades* activity will also include the edition of critical texts, of creation, or re-editions. The selection process will involve all members of the Editorial Committee. It shall be decided by a majority of votes.

9.1.1 Editorial Board

The Editorial Board will include two members of the Executive Committee determined by the members. One of them will be chosen among the President and the Vice-President in force; the

other member shall be elected from existing members of the Executive Committee. As long as Revista de Estudios de Género y Sexualidades is considered a Referee Journal, the Editorial Board will be part of a release of acceptance or rejection of articles, as well as the policy to follow regarding the design of new projects within the journal.

9.1.2 Evaluators

A rotating list of evaluators will be maintained according to different fields of expertise. This list will be updated every year in order to offer the opportunity for collaboration with the journal to a greater number of members.

9.1.3. Publication

The publication of the journal will be administered by the publisher and an Editorial Board member. This Editorial Board member will be appointed by the Executive Committee in consultation with the publisher, and with the ratification of the Membership, may submit nominations.

9.1.4. Editor

The editor of the Revista de Estudios de Género y Sexualidades journal will be elected by absolute and secret majority vote of the voting members. The editor will always participate in the Annual Meeting to be able to have a direct presence in the General Assembly, and in the meeting of the Executive Committee, as well as directly interact with the members that convened in the Annual Meeting. The editor will defend his/her annual report during the General Assembly where s/he can receive the necessary questions for the improving the magazine, thus having the opportunity to be answered before the whole General Assembly.

9.1.5. Special issues

The journal's special issues topic should be consulted and approved by the members of the Editorial Committee.

9.1.6. Review editor

The term to be review editor of Revista de Estudios de Género y Sexualidades will be two years.

9. 3. Congress proceedings

AEGS will not subsidize the edition of conference proceedings. However, the minutes must bear the name of the association as long as the ad hoc committee of three members determined by the executive committee (but not belonging to the executive committee, and one of which does not belong to the association), consider that the level of the minutes (articles, non-papers) is for reference and that the editors can carry out a professional work.

Revista de Estudios de Género y Sexualidades will not be part of the process. Editors must submit the manuscript and index within two years. Revista de Estudios de Género y Sexualidades can channel the publication of Congress proceedings when pertinent. Although the decision and funds for the publication of the Minutes would be the responsibility of the directors of the congress, Revista de Estudios de Género y Sexualidades would dedicate an extraordinary number to the Acts

Article X: *Amendments of the Bylaws*

Any article of the AEGS Statutes can be amended to a written proposal signed by at least twenty members. Said proposal shall be considered by the Executive Committee and, if approved, it shall submit it to the consideration of the society, so that it may be ratified by a vote of two thirds of the

same. Voting will be conducted by email through the Secretary of the Executive Committee. The ratification or approval of an amendment will require that it be voted by simple majority.

Article XI: *Association Rules*

Both the meetings of the Executive Committee and the General Assembly shall follow the parliamentary procedure established in the Robert's Rules of Order.

The updating of these Statutes was carried out with the approval of the Executive Committee 2017-2019 Taking into account and implementing the motions approved at the annual Assembly convened during the XXVII Association Congress on November 2017 in Santo Domingo, Dominican Republic, and ratified by the members.

Signed:

Yamile Silva, President 2017-2019

Vilma Navarro-Daniels, VicePresident 2017-2019