

BYLAWS OF THE EUROPEAN SOCIETY FOR EVOLUTIONARY BIOLOGY

Adopted August 28, 1987; September 4, 1999; August 6, 2003; July 10, 2009; August 22, 2011; January 25, 2017; August 23, 2017.

Article 1. MEMBERSHIP AND DUES

The European Society for Evolutionary Biology (“Society”) has ordinary members, student members, and distinguished fellows.

Annual dues are negotiated with the Publisher of the *Journal of Evolutionary Biology* by the Executive Committee. Payment is due 1 January.

Student members pay reduced dues.

Membership includes a subscription to the electronic version of the *Journal of Evolutionary Biology*.

Article 2. PUBLICATIONS

The Society owns the *Journal of Evolutionary Biology*, to which members receive online access. The Council of the Society appoints the Editor-in-Chief of the *Journal of Evolutionary Biology*. The Editor-in-Chief and the other deciding Editors are assisted by a Board of Reviewing Editors. The Editor-in-Chief appoints other deciding editors and the Board of Reviewing Editors. The deciding editors and the members of the Board of Reviewing Editors will receive a free membership during their term on the board.

The relationship between the Society and the Publisher of the *Journal of Evolutionary Biology* is regulated by a contract, which the President signs for the Society. Other publications may be authorized by Council.

The European Society for Evolutionary Biology (ESEB) and the Society for the Study of Evolution (SSE) jointly own the journal *Evolution Letters*. The relationship between the societies in respect to their joint ownership of the journal is governed by an agreement, which the ESEB Executive Vice-President signs for the Society. The journal is managed by an Oversight Committee consisting of representatives from both societies, to which the Editor-in-Chief of *Evolution Letters* reports. The Oversight Committee appoints the Editor-in-Chief of

Evolution Letters. The Editor-in-Chief is assisted by the associate editors. The Editor-in-Chief and the associate editors will receive a free membership during their term on the board.

The relationship between the owners of the journal *Evolution Letters* and its Publisher is regulated by a contract, which the ESEB Executive Vice-President signs for the Society.

Article 3. DUTIES OF OFFICERS

The President addresses the Society at its Biennial Meeting, presides at the Officers', Council, and General meetings, and appoints committees as directed by the Council or prescribed by the Constitution and Bylaws. The President co-signs non-budgeted expenditures of more than 5000 Euros. The President watches over the affairs of the Society and intervenes where necessary to protect the Society's interests.

The Executive Vice-President and the Secretary, in consultation with the President are responsible for the administration, management and operation of the Society in accordance with the existing Constitution, Bylaws and policies set by Council. The Executive Vice-President is authorized to make all expenditures approved by the Executive Committee and approved in the biennial budget as well as any non-budgeted expenditures up to 5000 Euros and co-signs with the President larger non-budgeted expenditures. The Executive Vice-President and the Secretary prepare the agendas for the Officers', Council, and General Meetings at the biennial meeting of the Society.

The Executive Vice-President shall work out a contract between the Society and the Congress Organiser, and provide the Congress Organiser with a list of guidelines that outline Society policy for the organisation of the meeting.

The Secretary keeps the records of the Society and checks the list of members in good standing. The Secretary writes the minutes of the Officers', Council, and General meetings at the biennial meeting of the Society or delegates this to another a member of the council. The Secretary is responsible for keeping the contents of the Society's Webpage up to date and in good order.

The President appoints the chair of the Equal Opportunities Committee.

The Executive Vice-President and the Secretary may employ clerical assistance where necessary.

The President, the Past-President and the President-Elect are responsible for awarding the Presidents' Prize.

The Vice-President chairs the John Maynard Smith Prize Committee.

The Editor-in-Chief and the Deciding Editors are responsible for the editing of the *Journal of Evolutionary Biology*, with the final responsibility resting with the Editor-in-Chief. In addition, the Editor-in-Chief is responsible for awarding the Stearns Graduate Student Prize annually.

The Editor-in-Chief of *Evolution Letters* is responsible for the editing of *Evolution Letters*, and reports to the Oversight Committee of *Evolution Letters*. The Oversight Committee is responsible for communication between the Editor-in-Chief of *Evolution Letters* and the societies, ESEB and SSE. The Oversight Committee consists of five members: the chair, who is a representative of either ESEB or SSE, with annual rotation, and two further representatives from each society. Within its 5-year term, each committee member becomes first regular member for two years, then chair-elect in the third year, chair in the fourth year, and the past chair in the last year of duty.

Every other year a new ESEB representative joins the Oversight Committee. The ESEB representatives are appointed on recommendation of the ESEB Executive Committee by the Council. The candidates must be ESEB members and, if possible, Councilors. One ESEB member of the Oversight Committee will serve on the ESEB Executive Committee as *Evolution Letters* (EL) Officer. The EL Officer will be appointed by the Council on recommendation of the Executive Committee. The EL Officer is responsible for communication between the journal *Evolution Letters* and the Society.

The Congress Organiser is responsible for all arrangements for the biennial meeting, including the program and the appointment of the organizing committee. The Societies' expectations with respect to the organisation as well as the financial aspects of the Congress are spelled out in a contract between the Society and the Organiser.

The term of the next Congress Organiser begins at the end of the biennial meeting. The terms of all other officers begin at the start of the biennial congress following the elections.

Article 4. STEERING COMMITTEE

In the years between the biennial meetings, the Steering Committee will delegate the preparation of its annual report on the course of affairs of the Society and the policy pursued to the Executive Committee. In the years in between the biennial meetings the annual

accounts are signed by the members of the Executive Committee. If the signature of one of them is missing, this and the reason therefore will be stated.

Article 5. COUNCIL

Nominations for new members of the Council are made by Council, to which the membership may address suggestions. The nominations are collected by the Secretary, screened by the Executive Committee, elected in Council by simple majority, and announced at the biennial meeting. Due consideration should be given among the officers to representation of the various fields of interest in the Society, and among the Councillors of geographic origin as well.

Article 6. STANDING COMMITTEES

The Elections Committee consists of three members. It is headed by a Councillor. The Chair is appointed by the President and selects the other two members. The Elections Committee carries out the election using a list of current members provided by the Secretary.

The John Maynard Smith Prize Committee is chaired by the Vice-President, who chooses two other committee members. It is responsible for advertising the prize, receiving nominations, electing the winner, and informing the Executive Committee of its choice.

The President appoints the chair of the Equal Opportunities (EO) Committee from the Council, who then chooses at least 3 but maximum 6 committee members from the membership. Committee members will serve for two years, but are eligible for re-appointment without restriction. The EO Committee is responsible for ensuring equal opportunities in all activities and facets of the Society. The committee produces and maintains best practice guidelines for the Society as well as all its activities. The committee aims to increase awareness for the problem of underrepresented groups and monitors status and progress of underrepresented groups in the Society and the community.

Other committees may be appointed by the President with the approval of Council.

All committees submit a report of the last two year's business at the biennial meeting.

Article 7. JOHN MAYNARD SMITH PRIZE

The John Maynard Smith Prize is awarded annually by the Society to an evolutionary biologist

who has started their PhD within the last 7 years in recognition of outstanding performance and potential. Exceptions from this rule may be granted at the discretion of the JMS Prize Committee (for example in case of parental leave). The recipient of the prize gives a talk at an ESEB Congress, and the Society pays for the recipient's expenses in attending the Congress, including travel and registration. The recipient receives a monetary prize from the Society.

Article 8. MEETINGS

The Society meets every second year in August. At this occasion, separate meetings will take place for the Steering Committee, the Council, the Deciding Editors and for all members.

Special meetings may be called by the President and joint meetings with other groups maybe arranged by the Executive Committee.

The Executive Committee and representatives of the publisher of the *Journal of Evolutionary Biology* meet once a year in spring.

Article 9. GENERAL MEETING

An assembly of all members (General Meeting) of the Society is held at the biennial meeting. The business of the meeting includes the report of the Editor-in-Chief on the state of the *Journal of Evolutionary Biology*, the report of the Elections Committee on the election of officers, the report of the Executive Vice-President on finances, and the approval of the annual accounts and the report of the external accountant by the membership. With that approval, the officers are relieved of their personal responsibility for the finances of the Society for the past accounting period.

All matters to be considered by the General Meeting must be received by the Secretary at least one week before the meeting.

Article 10. REIMBURSEMENT

Members with certain functions in the ESEB shall receive reimbursement for their costs. The details of the reimbursement are laid out in the table at the end of the document.

Article 11. AMENDMENTS AND BYLAWS

Amendments to the Bylaws may be proposed in writing by any member to the Secretary, who submits them to the Council for consideration. Amendments have to be approved by a simple majority of the Council.

Article 12. DISSOLUTION

In the event of dissolution or termination of the Society, title to and possession of all property of the Society shall pass to an organization determined by the membership of the Society by a simple majority vote on proposals formulated by Council. The vote shall be administered by the Secretary.

Who	Officer status	Reimbursement (budget travel and middle class accommodation)	Occasion
Function in ESEB (not JEB)			
President-elect	yes	-total costs for ESEB congress	ESEB congress in year of election
President	yes	-total costs for ESEB congress and spring meetings	ESEB congress in year of office start and spring meetings in between
Past-president	yes	-total costs for ESEB congress	ESEB congress in year of office start
Vice president	yes	-total costs for ESEB congress	ESEB congress in year of office start (= year of election)
Secretary	yes	-total costs for ESEB congress and spring meetings	all ESEB congresses and spring meetings from congress year of office start to and including congress in year of office end.
Executive vice president	yes	-total costs for ESEB congress and spring meetings	all ESEB congresses and spring meetings from congress year of office start to and including ESEB congress in year of office end.
Congress organizer	yes	-total costs for ESEB congress. In case of organizing teams, up to 2 people receive support.	ESEB congress before the organized congress
Permanent office staff	no	-total costs for ESEB congress and spring meetings	All congresses and spring meetings during period in office.
Council members	no	Waiver for early bird congress registration	All congresses during period in office
ESEB Committee chairs	no	Waiver for early bird congress registration	All congresses during period in office
Function related to JEB			
Editor-in-Chief of JEB	yes	-total cost for spring meetings, congress and editorial meetings	all ESEB congresses, spring meetings and editorial meetings from congress year of office start to and including congress in year of office end.
Deciding Editors	no	-total costs for editor meetings	All editors' meetings during term
Editorial board members	no	no	-
Editorial office staff	no	-total cost for spring meetings, editorial meetings and congress	all congresses, spring meetings and editorial meetings during period in office.
Function related to EL			
EL Officer	yes	-total costs for ESEB congress and spring meetings	all ESEB congresses and spring meetings from congress year of office start to and including congress in year of office end.
Others			
Distinguished fellows	no	All costs in year of election	ESEB congress in year of election.
John Maynard Smith Prize winner	no	All costs associated with ESEB congress	ESEB congress of prize year
Stearns Graduate Student Prize winner	no	All costs associated with ESEB congress	ESEB congress in year of award or in the following year

ANNEX to Article 9. REIMBURSEMENT