Anthropological, Ecological, and Geological Interdisciplinary Sciences Group
(AEGIS)

University of Minnesota, Twin Cities
Minneapolis/St. Paul, Minnesota

October 7, 2015
AEGIS

• Date of organization (first meeting) as ASIG 2013

• Date of organization (first meeting) as AEGIS 2015

Meeting schedule, group projects for fundraising, department/school service projects

• Meetings – Full meetings called as needed for planning; executive board meetings twice per semester, and as needed

• Group Projects:
  K-12 Education Outreach
  Fundraising for Internal Travel Awards
  External and Internal Speakers
  Graduate Student-Led Short Courses
  Lab tours
  “Meet and greet” research presentations

• List of Present Officers
  Core Faculty – Gilliane Monnier (CLA, Anth), Gil Tostevin (CLA, Anth), Josh Feinberg (CSE, ESCI), Kyungsoo Yoo (CFANS, SWC)
  Co-Chairs – Michele Stillinger, Tessa Cicak, Kele Missal

• List of Members
  The list of current members is managed by the co-chairs, and is not included here

Bylaws of AEGIS

• Adopted: October 7, 2015
• Revised:
• Amended:
MISSION STATEMENT

AEGIS brings together researchers from a wide variety of disciplines who share the goal of applying cutting-edge scientific techniques to the study of the human past, including anthropology, earth sciences, and environmental/ecological studies. Its goals are to provide a forum for the presentation of original research, and to provide training and professional experiences for graduate students. It accomplishes these goals by means of a lecture series, short courses and workshops, and paid internships.

ARTICLE I - NAME

The name of this group shall be the Anthropological, Ecological, and Geological Interdisciplinary Sciences Group, located at The University of Minnesota, Twin Cities campus. This group was formerly known as the Archaeological Sciences Interdisciplinary Group.

ARTICLE II - GENERAL PROVISIONS

Section 1. General Policies and Procedures. Any group procedures or obligations, either whole group or individual, which are not specifically defined in these Bylaws, shall be handled in accordance with established procedures as prescribed in appropriate University of Minnesota publications.

Section 2. Identification as Campus Group. AEGIS is a campus-based group controlled jointly by graduate students and faculty, with active members limited to graduate students and faculty of the University of Minnesota.

Section 3. Abbreviations. The following acronyms shall be used as appropriate throughout these bylaws:

AEGIS – Anthropological, Ecological, and Geological Interdisciplinary Sciences Group
ASIG – Archaeological Sciences Interdisciplinary Group
UMN – University of Minnesota

ARTICLE III – MEMBERSHIP

Section 1. Eligibility requirements for membership. Membership is open to any graduate student, or faculty member at the University of Minnesota, any public or private entity, or any individual outside of the university system with an interest in interdisciplinary research within the anthropological, ecological, and geological sciences. A
prospective member must have a sincere interest in interdisciplinary research demonstrated by participation in AEGIS events. Only University of Minnesota graduate students, however, qualify for Graduate School-sponsored funding opportunities within AEGIS.

Section 2. **Statement Against Discrimination.** AEGIS does not discriminate against anyone on the basis of race, color, national origin, religion, creed, political belief, disability, age, marital status, veteran status, or sexual orientation. This policy will include, but is not limited to recruiting, membership, organization activities, or opportunity to hold office.

Section 3. **Obligations of membership.** Members of AEGIS must show a reasonable and good faith effort to participate in planned AEGIS events in order to be considered a member in good standing.

Section 4. **Voting privileges of membership.** Only members in good standing are privileged to vote on chapter business. Members not in good standing forfeit their right to vote. See Section 3, obligations of membership, for a definition of member in good standing.

**ARTICLE IV – OFFICERS**

Section 1. **Officers.** The executive board of AEGIS is controlled by a group of volunteer individuals that represent at least two disciplines, and the graduate student body. This includes core faculty and three graduate student officers.

Section 2. **Duties of Officers.** Duties of officers are to plan meetings for the entire AEGIS body, locate funding, assign leaders for standing and temporary committees, track finances, attendance, and record meeting notes and disseminate them to the group. Specific duties of each officer are listed in the policies and procedures manual.

Section 3. **Term length of offices.** The term length of office for faculty is as long as the faculty member is willing to remain an executive member. Student leader positions are revised once a year at the final meeting of the year.

Section 4. **Vacancies in office.** Vacancies in office will be filled by volunteers. If more than one volunteer stands for an office, a vote of the membership will choose which member will serve as the officer, by a simple majority.
ARTICLE V - EXECUTIVE BOARD

Section 1. Membership. The Executive Board shall be composed of all core officers and student leaders.

Section 2. Responsibilities. Duties of the Executive Board officers are outlined in Article IV, Section 2. The Executive Board, as a whole, is responsible for planning AEGIS full group meetings, discussing future directions of AEGIS, reviewing committee reports, and locating and applying for funding opportunities for the continuation of AEGIS’ goals.

Section 3. Meetings. The executive board shall meet as needed to discuss management, and strategic needs of the larger AEGIS body.

Section 4. Quorum. Quorum shall be designated as a simple majority of AEGIS’ executive board membership.

ARTICLE VI – MEETINGS

Section 1. Full Group Meetings. Full Group Meetings are meetings that are held with all members of AEGIS and the Executive Board to discuss future activities of the group, and to request volunteers for events and committees. Informal AEGIS meetings shall take place as needed to fill committees and for planned activities. Meeting locations will be rotated between the West Bank, the East Bank, and the St. Paul Campus.

Section 2. Executive Board Meetings. Executive Board Meetings are meetings that are held at least twice per semester, and as needed by the Executive Board in order to discuss any formal business concerning AEGIS including funding, committee reports, attendance, and planning for future events. The location of said meetings will rotate in the same manner as AEGIS full group meetings.

Section 3. Committee Meetings. Committee meetings for both standing and special committees are held at the discretion of each committee.

A. If unsatisfactory progress on committee projects is noted, a co-chair of AEGIS may require a number of in-person meetings to be held until a resolution is reached.
ARTICLE VII – ABSENCE POLICY

Section 1. Attendance. Attendance at AEGIS events will be recorded by the secretary. Attendance at AEGIS events may be taken into consideration by the Conference Funds Committee when reviewing graduate student proposals.

A. A member holding office may be removed from his/her Executive Board position due to excessive absence, or unsatisfactory performance of duties. S/he will have the chance to appeal before the Executive Board.

1. The member in question must receive a two-thirds majority affirmation of the Executive Board members, which are privileged to vote, to remain in their position. S/he will remain on probation at the discretion of the Executive Board.

ARTICLE VIII – COMMITTEES

Section 1. Standing Committees. Standing committees are on-going committees, which have continuing responsibilities throughout the year. The duties of each committee are outlined in detail in the policy guidelines manual. Each committee responsible for reviewing proposals will write out their procedures for a call for proposals and evaluation the first year, which will be reviewed each year thereafter.

A. Speakers Committee - The duties of the Speakers Committee are to investigate nominated speakers, both internal and external, contact said speakers, and arrange talk times, accommodation, and transportation for invited guests. Committee members are also responsible for coordinating travel arrangements, making dinner reservations, and planning receptions for AEGIS-sponsored talks. This committee shall be composed of at least one student leader and one core faculty member, plus any non-executive AEGIS member volunteers.

B. Short Course Committee – This committee shall first develop a set of criteria specifying short course proposal requirements and criteria for evaluation. Then, it will call for proposals for short courses from the AEGIS graduate student body, evaluate and select the ones to be funded, and work with awardees to schedule the course. This includes booking an appropriate
room and aiding the short course leader gather materials they may need to run the course, including copies or lab equipment. This committee shall be composed of at least one student leader and one core faculty member.

C. Community Outreach Committee – This committee shall be responsible for developing a list of criteria by which proposals submitted by graduate students to develop K-12 teaching modules shall be evaluated. It will also develop requirements for a finished product to be submitted to AEGIS by the end of the funding period. It will also issue a call for proposals, collect and evaluate the proposals, select finalists, and evaluate the outcome of each award. It shall be composed of at least one graduate student and one faculty member.

D. Conference Funds Committee – This committee shall be responsible for developing a list of criteria by which proposals by graduate students for travel funds to present the results of their research shall be evaluated. It will also develop requirements for a finished product to be submitted to AEGIS by the end of the funding period. It will issue a call for proposals, collect and evaluate the proposals, select finalists, and evaluate the outcome of each award. This committee shall be composed only of faculty members, who shall represent at least two fields.

Section 2. Special Committees. Special committees may be created by AEGIS as needed to function until completion of a specified assignment. These committees include, but are not limited to, bylaws, and web-design committees.

ARTICLE IX - HONORS AND AWARDS

Section 1. Award Dispersal. The Executive Board will be responsible for granting the monetary award to each proposal selected by a standing committee. The committees may provide honors to non-funded students at their discretion.

ARTICLE X - UNIVERSITY MANDATED STATEMENTS

Section 1. Statement of Compliance of Campus Regulations. This organization shall comply with all University and campus policies and regulations as well as local, state, and federal laws.
Section 2. **Statement of Non-Hazing.** This organization will not engage or participate in hazing, commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation resulting in physical or mental harm to any fellow student or person attending the institution. There shall also be no discrimination against any members.

Section 3. **Statement of Non-Profit.** This is a not-for-profit organization. Some fundraising will be planned to provide money for special projects, honoraria, and travel fund awards.

Section 4. **Statement of Submission to University Review.** AEGIS will work in a democratic manner within the framework of University policies and procedures. AEGIS recognizes the University of Minnesota’s authority to examine the record of AEGIS.

**ARTICLE XI - ADAPTATION TO GROUP POLICY**

Any adaptation to AEGIS policy will be submitted to the Executive Board. The Executive Board will present suggested adaptations to the full group. The full group will vote and a quorum will change policy.

**ARTICLE XII - AMENDMENT OF BYLAWS**

Amendments to these Bylaws may be proposed in writing at any regular meeting and voted upon at the next regular meeting. A two-thirds vote is required.