

# **Bylaws of the Spatial Analysis and Modeling Specialty Group of the American Association of Geographers**

## **Article I. Name**

The name of this organization shall be the Spatial Analysis and Modeling (SAM) Specialty Group (SAMSG) of the American Association of Geographers (AAG).

## **Article II. Definition**

Our mission is to foster and maintain interaction, cooperation and community among individuals interested in the analysis of geo-referenced data, modeling of spatio-temporal processes, and the use of analytical and computational techniques in solving geographic problems. The specialty group promotes the scientific study of physical, environmental, and socioeconomic geography and the development, use, and teaching of analytical cartography, geographic information systems, remote sensing, spatial statistical, mathematical, and computational techniques for spatial analysis.

## **Article III. Purpose**

The purpose of the SAMSG is to

1. advance the theoretical and applied aspects of spatial analysis and modeling
2. develop links to related disciplines and professionals through communication and organization

## **Article IV. Membership**

1. Any regular member, student member, and associated member of the AAG may become a member of the SAMSG. Regular members are those who are AAG non-student members and who pay annual dues to the SAMSG through the AAG. Student members are those who have AAG student membership and pay SAMSG dues at the student rate. Associate members are those who are not AAG members, but who do pay dues to the SAMSG.
2. Any regular or student member of the SAMSG may hold office in the SAMSG if duly elected or appointed.
3. Associate members are not eligible to vote or hold office in the SAMSG.
4. The AAG certifies membership in the SAMSG each year after the payment of related dues.

## **Article V. Board Members and Terms of Members**

1. The SAMSG shall be governed by an elected Board of Officers consisting of the following voting members, all of whom must be members of the SAM-SG: a Chair, a Vice Chair, Directors, and Student Representatives.
2. The number of Board members may be adjusted based on membership size and organizational needs through a Board Member Meeting.
3. All board member positions, except for Student Representatives, shall be held by full-time employees of an institution of higher education, research institutes, or governments at the time of their election.
4. The term of board members shall be as follows:
5. Chair. The Chair shall serve a two-year term.
6. Vice Chair. The Vice Chair shall serve a two-year term. Upon completion of their term, the Vice Chair shall automatically transition into the role of Chair for the subsequent two-year term.

7. Board Members: Except student representatives, the term of the Directors shall serve a three-year term. Student representatives shall serve a two-year term.
8. Board members, except for the Chair and Vice Chair, may run for re-election after completing their term.
9. The elected SAM-SG officers will assume office at the end of the first AAG annual meeting following their election, unless a specific start date is provided.

#### **Article VI. Responsibilities of Officers**

Common Responsibilities for all board members expected to (1) Actively participate in organizing SAM sessions, (2) Solicit participation from SAM-SG members and external scholars, (3) Post announcements to the SAM Knowledge Community and official social media platforms, and (4) Attend and engage in SAM-SG Board meetings and discussions. Specific responsibilities by the position shall be as follows.

1. **The Chair** is responsible for overseeing all SAM-SG-related activities. The Chair shall preside at all business meetings of the SAM-SG, serve as chairperson of the Board of Officers, exercise supervision over the affairs of the SAM-SG, and perform such other duties as may properly be required of the Chair by vote of the Board of Officers or of the SAM-SG membership. In addition, the Chair shall audit the collection of SAM-SG dues by the AAG and shall make disbursements as authorized by the Board of Officers or as legally required of the group. The Chair shall also appoint the chairpersons of all standing and ad-hoc committees and be an ex-office member of all committees. The major responsibilities may include, but are not limited to:
  - Coordinating the SAM Plenary Lecture and Business Meeting for each annual AAG meeting via liaising with the *Geographical Analysis* Editor.
  - Attending all AAG Chairs' meetings and reporting back to the SAM-SG Board.
  - Overseeing budget administration and delegating SAM-SG tasks to Board members.
  - Coordinating the solicitation of annual awards in consultation with SAM-SG Board members and communicating with election winners with other board members.
  - Acting as the tiebreaker in award voting, alongside SAM Board members.
  - Overseeing the SAM Newsletter in collaboration with Board members.
2. **The Past Chair**, for the year following his/her term of Chair, shall advise the Chair on current SAM issues, preside in the absence of the Chair or Vice Chair, and carry out such other duties as may be delegated by the Chair.
3. **The Vice Chair** shall advise the Chair on current SAM issues, preside in the **Chair's** absence, and perform other duties as delegated by the Chair. The primary responsibilities shall include, but are not limited to:
  - Coordinating the SAM Plenary Lecture and Business Meeting for each annual AAG meeting via liaising with the *Geographical Analysis* Editor-in-Chief in the Chair's absence or upon request.
  - Managing financial activities, including preparing financial reports, statements, and reimbursements.
  - Assisting in soliciting nominations for Board positions, creating the online ballot for elections before the AAG meeting, and counting votes in collaboration with the Communication Director.
  - Facilitating the Emerging Scholar Awards, including soliciting nominations, processing applications, and communicating with award recipients.

4. **Board Members** are responsible for specific tasks related to academic affairs, communication, outreach, and student engagement, as assigned by the Chair and Vice Chair. If necessary, new board roles may be created through a vote at a Board Meeting. While each board member has specific duties, collaboration among members is essential. The key responsibilities shall include, but are not limited to:
- **Academic Director** Managing the John Odland Student Paper Awards, including: Facilitating the John Odland Student Paper Awards, which includes soliciting the awards, communicating participants, securing the reviewers, reviewing submissions, organizing sessions and leading the sessions for the competition at the AAG annual meeting.
  - **Communication Director:** Overseeing communication strategies for SAM-SG, including: facilitating the election of SAM-BG officers (chair, vice chair, Board Members), managing voting process, and reporting election results. The Communication Director also is responsible for maintaining the SAM-SG website in collaboration with a student board member. The Communication Director may appoint one of the student board members on an ad-hoc basis to manage the platforms.
  - **Outreach Director:** Leading promotional activities for SAM-SG, including: Managing components of the SAM-SG Newsletter as a role of editor, such as interviews, opinion columns, and organizational updates, and other newsletter content. The Outreach Director is also responsible for managing the SAM Outstanding Service Awards, which includes soliciting the awards, processing applications, and communicating with award recipients.
  - **Student Representative(s):** In general, two student representatives are elected through a board member election. If necessary, the Communication Director may create one ad-hoc student representative to assist in managing services. Student board members are responsible for engaging with student activities within the SAM-SG group (or with non-members), and facilitating the SAM-SG Student Travel Awards, which involves soliciting nominations, communicating with participants, securing reviewers, reviewing submissions, reporting results, and notifying award recipients.

The Board of Officers, for cause of an emergency in the best interests of SAM-SG, may meet and declare any position on the Board of Officers vacant by a two-thirds majority vote.

#### **Article VII. Vacant Officer Positions**

If a vacancy on the Board of Officers occurs, the following procedures shall apply:

1. **Office of Chair vacant:** the Vice Chair shall assume duties of the Chair and serve the remainder of the current term plus the term of his/her elected term as Chair. The vacancy left by the Vice Chair shall not be filled until the next regular election.
2. **Office of the Vice Chair vacant:** any member of the Board of Officers, except the Chair, may be appointed, by approval of a majority vote of the Board of Officers, to serve in the capacity of Vice Chair until the next regularly-scheduled election.
3. **Office of Secretary vacant:** any member of the Board of Officers, except the Chair and Vice Chair, may be appointed, by approval of a majority vote of the Board of Officers, to fill the unexpired term of the Secretary until the next regularly-scheduled election.

4. **Office of Academic Director vacant:** the Board of Officers, by approval of a majority vote, may appoint any SAMSG member to fill the unexpired term created by the vacancy until the next regularly-scheduled election.
5. **Office of Student Director vacant:** the Board of Directors, by approval of a majority vote, may appoint any SAMSG student member to fill the unexpired term created by the vacancy until the next regularly-scheduled election.

#### **Article VIII. Committees**

1. There will be the following SAMSG standing committees:
  - a. Awards
2. The Awards Committee shall consist of at least three officers, all appointed annually by the Chair.
3. The Awards Committee shall be empowered to select the recipients of any awards or prizes established and/or handled by the SAMSG.
4. Additional standing committees may be added by amending the Bylaws.
5. As needed, the Chair may establish ad-hoc committees to address specific short-term needs of the SAMSG.

#### **Article IX. Voting**

1. On all matters called for action by the Board of Officers or the SAMSG membership, each eligible member shall have one vote. Voting by proxy is not permissible.
2. A quorum shall consist of those members present and voting at the annual business meeting and at any other properly called and announced meeting.

#### **Article X. Dues and Fees**

1. Annual dues for the SAMSG paid to the AAG by SAMSG members revert to the group as determined by AAG regulations. Dues and assessments for associate members shall be established by the Board of Officers.
2. Changes in dues and assessments shall be recommended by the SAMSG Board of Officers and shall be decided by a majority vote of those members voting at an annual meeting or by mail or electronic ballot of the members. Dues and assessments may be levied against all members.

#### **Article XI. Meetings**

1. The Board of Officers shall meet at least once each year.
2. The annual meeting of the SAMSG shall take place during the annual meeting of the AAG. The SAMSG shall seek to coordinate its program with and participate in the program of the AAG, and shall transact such business and arrange for such activities as are proper to its aims.
3. Other teleconference meetings may be called, as are considered appropriate and feasible, by action of the Board of Officers.

#### **Article XII. Amendments**

An amendment will take effect immediately upon receiving at least two-thirds approval from: a) the members present at the SAM-SG annual business meeting, or b) the members who participate in an electronic ballot conducted by SAM-SG.

#### **Article XIII. Enabling Action**

These Bylaws shall be in force when the AAG and the Board of Officers of its presently established SAMSG have approved them.

Latest version: March 28, 2025 Approved  
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