

INTERNATIONAL LIQUID CRYSTAL SOCIETY

(ILCS)

BYLAWS

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INTERNATIONAL LIQUID CRYSTAL SOCIETY

The ILCS is a voluntary, non-profit international organization. Its objectives are to:

- i. encourage the scientific and educational advancement of liquid crystals and associated phenomena,
- ii. provide a forum for individuals and organizations to exchange information and ideas relating to liquid crystals; and
- iii. serve the needs of the liquid crystal community, including both individual scientists and the industry.

Membership of the Society consists of student members, associate members, members, honored members, sustaining members, and affiliate society members. (See the bylaws for more details.)

BYLAWS of the International Liquid Crystal Society

Article 1 – Name

The Society shall be called *The International Liquid Crystal Society*, hereafter called the ILCS.

Article 2 - Objectives and Scope

1. The objectives of the ILCS shall be to:

- a) encourage the scientific, technological and educational advancement of liquid crystals and associated fields.
- b) provide a forum for individuals and organizations to exchange information and ideas relating to liquid crystals.
- c) serve the needs of the liquid crystal community, including both individual scientists and industry

2. The scope of the ILCS is fully international.

Article 3 – Membership

1. Grades and Qualifications

- (a) **Student member** - An individual pursuing an undergraduate or graduate degree.
- (b) **Associate member** – An individual not active in a profession related to the field of liquid crystals, but who is interested in furthering the objectives of the ILCS.
- (c) **Member** - An individual active in a profession related to the field of liquid crystals or a retired professional in the field, who has at least a bachelor's degree or its equivalent.
- (d) **Honored Member** - An individual whose outstanding contributions to the field of liquid crystals have been recognized through induction of the individual into the ILCS as a Member with Honored status.
- (e) **Sustaining Member** - A corporation or other business organization interested in furthering the objectives of the ILCS by means of a financially supporting role.
- (f) **Affiliate Society Member** - An organization, other than a corporation or business, interested in furthering the objectives of the ILCS.

2. Privileges

All members in good standing (except that Sustaining Members and Affiliate Society Members may not vote, hold office or serve on the Nominating Committee), shall have equal privileges including the right to:

- (a) Vote for Officers and Directors and vote on such other ILCS matters as require polling of the membership.
- (b) Hold offices and membership in standing committees.
- (c) Receive ILCS honors and prizes. Prizes for students and early career researchers are also open to non-members.

- (d) Have free access to all parts of the Newsletter, Liquid Crystals Today.
- (e) Use the ILCS Web page to promote their research activities, advertising vacancies, linking to their research pages etc.

Article 4 – Dues

Each member of the ILCS (except Honored Members and Life Members) shall contribute dues in accordance with their grades and on a schedule as determined by the Board of Directors. These dues will be collected biennially, together with the registration fee for the International Liquid Crystal Conference where possible. A lifetime membership can be achieved by making a one-time payment as determined by the Board of Directors. Members with a lifetime membership are not required to pay any additional dues to maintain their membership.

Honored Members will be exempt from paying membership dues and registration fees for International Liquid Crystal Conferences which are the responsibility of the ILCS.

Article 5 – Officers

1. The Officers of the ILCS shall be President, Past-President, Vice-President, Secretary, Membership Secretary and Treasurer, who with the approval of the Board of Directors and assistance of duly appointed committees, shall conduct the business of the ILCS.
2. The term of office for each officer shall be four years.
3. The President and Vice President are limited to one term of office and have to wait four years before being considered for re-election to the same office.
4. After four years of having one President from a particular country, the next President shall be elected from another country.
5. Any member in good standing at the time of nomination is eligible for each office.
6. The duties and authority for each office are as follows:

(a) **President** - The President shall be the principal executive officer of the ILCS and, subject to the control of the Board of Directors, shall in general supervise and control all the business and affairs of the ILCS. The President shall, when present, preside at all general business meetings of the ILCS.

(b) **Past-President** - The President during the past four-year term shall serve as the Past-President of the ILCS. The role will be to provide historic perspective, guidance, and continuity to the activities and policies of the ILCS. The Past-President shall perform such other duties as may be assigned by the President or by the Board of Directors.

(c) **Vice-President** - The Vice-President shall act in place of the President if the latter is unable to perform duties. The Vice-President shall perform such other duties as may be assigned by the President or by the Board of Directors.

- (d) **Secretary** - The Secretary shall:
- i. Maintain the records of the ILCS.
 - ii. Prepare an agenda and the minutes of all meetings of the officers.
 - iii. See that all notices are duly given in accordance with the provision of these bylaws.

- (e) **Membership Secretary** - The Membership Secretary shall:
- i. Ensure that a current list and record of all members of the ILCS is maintained.
 - ii. Ensure that the membership list is available to members of the ILCS.
 - iii. Ensure that membership renewal notices are sent at an appropriate time to members.

- (e) **Treasurer** - The Treasurer shall:
- i. Be responsible for the financial affairs of the ILCS.
 - ii. Prepare a budget of income and expenses each year and submit it to the President. The account books shall be open to inspection by any and all members of the Board of Directors at all reasonable times.

7. If a vacancy occurs for any reason between elections of the President, the role will be filled by the Vice-President. Vacancies in other Offices will be filled by the majority (>50%) agreement of the Board of Directors.

Article 6 - Board of Directors

1 (a) The Board of Directors shall consist of the Officers, the Regional Representatives, and Representatives from each Liquid Crystal Society which is an Affiliate Society member. The President of the International Liquid Crystal Society shall serve as Chairman of the Board.

1 (b) The Regional Representatives shall be appointed by the Board of Directors to represent geographic areas of significant liquid crystal activity in which Affiliated Liquid Crystal Societies do not exist. The Regional Representatives shall be responsible for the promotion of ILCS interests. The Regional Representatives will normally serve for a period of 4 years, and a maximum of consecutive 6 years and will be selected to reflect the demographics of the ILCS membership wherever possible. After four years an individual can again be considered for the position of Regional Representative.

1 (c) The Chairs of the Honors and Awards Committee, the Publications Committee and the ILCS Web Site Editor shall be ex-officio members of the Board of Directors and as such are not entitled to vote on matters put to the Board.

2 All ILCS powers shall be exercised by or under the authority of, and the business and affairs of the ILCS shall be controlled by, the Board of Directors.

Article 7 – Committees

1. Executive Committee

- (a) The Executive Committee consists of the President, Vice-President, Secretary, Membership Secretary and Treasurer with the President acting as Committee Chairman.
- (b) The Executive Committee shall conduct the business of the ILCS under the terms of the bylaws and the general guidance of the Board of Directors.

2. Nominating Committee

- (a) The Nominating Committee shall consist of the President, immediate Past President and up to 4 additional members appointed by the Officers, selected among still active Past Presidents or Board members to reflect the demographics of the ILCS wherever possible.
- (b) The Nominating Committee shall have responsibility for the selection of up to 4 candidates for each Office, selected to reflect the demographics of the ILCS wherever possible, to be submitted to the membership for election.

3. All other committee chairpersons shall be appointed by the President with the advice and consent of the Board of Directors. The Committees are:

(a) Conference Committee –

- i. Comprising: A Chair and the Officers of the ILCS.
- ii. Remit: To select and approve the location and organizing committee of the International Liquid Crystal Conference, which will take place biennially, through ballot of the Board. The Conference Committee will also supervise the international conferences.

(b) Honors and Awards Committee –

- i. Comprising: A Chair and 4 members appointed by the Board to reflect outstanding research, different liquid crystal research areas, and where possible the demographics of the Membership.
- ii. Remit: To solicit nominations, select, and review suitable candidates for Honored Membership of the ILCS. Election of individuals to Honored status must be approved first by the Honors and Awards Committee and then by the Board of Directors. To solicit nominations and review candidates for awards and prizes of the ILCS. The Honors and Awards Committee shall follow the Guidelines, approved by the Board of Directors, for the selection of candidates for the awards and prizes of the Society. The Guidelines (accessible on the Society webpage) describe general ILCS common to all awards as well as eligibility criteria and instructions for nominators for each specific award.
- iii. Period of Office. The Chair of the Honors and Awards Committee will normally serve for 4 years in that role and will be replaced by a member of the Committee to ensure continuity. Members of the Honors and Awards Committee will normally act for a period of 4 years in that role, with two members replaced every two years to ensure continuity.

(c) Publications Committee –

- i. Comprising: The Editor and co-Editor of Liquid Crystals Today, the chair of e-lc and the ILCS web site editor, one of whom will be Chair of the Committee.
- ii. Remit: To publish, in electronic form, the official magazine of the ILCS, "Liquid Crystals Today". The ILCS will not publish conference proceedings, books or monographs of any kind. To oversee the ILCS web site and other electronic initiatives of the ILCS.

Other Committees may be created by the President with the approval of the Board of Directors.

Article 8 - Nominations and Elections

1. The President and Vice-President shall be elected by members of the ILCS by mail or e-mail ballot. Nominations will be invited from the members of the ILCS by the ILCS Secretary no later than six months preceding the ILCS Conference. The Nominating Committee will select no more than 4 candidates from the nominations to stand for election. Any member of the Nominating Committee with a conflict of interest will not take part in the selection of candidates. Elections shall be started no later than the four months and finished no later than two months preceding the Conference.
2. The Secretary, Membership Secretary and Treasurer shall be appointed by the Board of Directors.
3. Affiliated Liquid Crystal Society Representatives will be elected by the members of their own local Liquid Crystal Society.
4. Regional Representatives will be appointed by the Board of Directors.

Article 9 –Affiliated Liquid Crystal Societies

It is the intent of the ILCS that it encourages the formation of regional Liquid Crystal Societies and, if possible, their Affiliation with the Society in which case their Representatives will sit on the Board of Directors. The objectives of Liquid Crystal Societies Affiliated with the ILCS must therefore coincide with the Society’s stated objectives. Every member of the ILCS shall be encouraged but not required to belong to a Affiliated Liquid Crystal Society.

Article 10 – Amendments

Any group of ten or more members may, by signed petition submitted to the Board of Directors, propose an amendment of these bylaws. The Board of Directors shall, at its discretion, review the petition or establish a committee to review the petition and make recommendations to the membership. The Secretary shall be directed to submit the proposed amendment, together with the committee recommendations for approval by majority agreement of all members in good standing with the next ballot.