

**BYLAWS OF THE
WESTERN AGRICULTURAL ECONOMICS ASSOCIATION**

ARTICLE I. MEMBERSHIP DUES

Section 1. Amounts of dues. Each member shall pay calendar year Association dues in U.S. Dollars. Calendar year dues are payable on or before January 1 of each year. New members of the Association will receive back issues of official Association periodicals for the calendar year of membership. The amount of dues are as follows:

MEMBERSHIP	U.S., CANADA AND MEXICO	OTHER INTERNATIONAL
Regular	\$25.00	\$30.00
Student	\$5.00	\$10.00
Senior	\$12.00	\$17.00
Family	\$30.00	\$35.00
Persons who have retired are eligible for senior membership dues		
Lifetime Dues		
Age 55-59	\$240.00	
Age 60-64	\$190.00	
Age 65-69	\$125.00	
Age 70+	\$ 80.00	

Section 2. Default in Dues. A member is in default if dues payment is not received before April 1.

Section 3. Non-member subscriptions. Subscriptions are available to non-members for Association periodicals on terms established by the Executive Committee.

ARTICLE II. FISCAL YEAR

The fiscal year of the Association shall begin on January 1 and end on December 31 in each year.

ARTICLE III. APPROPRIATIONS AND EXPENDITURES

The Executive Committee shall approve the annual budget for the Association at the annual meeting of the Executive Committee, approval of which shall constitute authorization for expenditures. Subsequent modifications may be made upon request by the Secretary-Treasurer and approved by the Executive Committee.

ARTICLE IV. ELECTIONS

A mail ballot for the purpose of electing a President-Elect, a Vice-President and two Directors shall be conducted by the Secretary-Treasurer. Ballots shall be mailed by April 15th to all members who have paid their dues by April 1st. The ballots must be returned to the Secretary-Treasurer by June 1st.

The President shall appoint two tellers who shall count the ballots and report the election to the President by June 20th.

ARTICLE V. DUTIES OF OFFICERS

Section 1. The President shall act as Chair of the Council and Executive Committee and preside at the annual meeting. The President shall be responsible for the program of the annual meeting and the appointment of committees and committee chairs.

Section 2. The duties of the President-Elect shall be to become familiar with the duties of the President in preparation for assuming that office. The President-Elect shall present the presidential address at the annual conference in the year following his/her election.

Section 3. The duties of Past-President shall be to chair the Officer Nominating Committee and the Finance Committee.

Section 4. The duties of the Vice-President shall be to assume the duties of President if the President is unable to serve and to chair the Director Nominating Committee.

Section 5. The duties of Directors shall be to serve as members of the Executive Committee.

Section 6. The duties of the Secretary-Treasurer shall be as follows:

- a. Keep minutes of Executive Committee and Council meetings and business meetings.
- b. Maintain a record of the Council members, their terms in office, and provide reminders for the election of new Council members.
- c. Conduct mail ballots for the purpose of electing Association officers and amending the Association's Constitution.
- d. Supervise the mailing of information to the membership.
- e. Accept membership dues and keep records of Association members and addresses.

- f. Maintain records of library and other institutional subscriptions to the Association's Journal.
- g. Keep all the records of the Association.
- h. Account for the funds of the Association and prepare financial reports.
- i. File appropriate federal income tax forms with the IRS.
- j. Serve as member of the Finance Committee and an ex officio member of the Executive and Nominating Committees.

Section 7. The duties of the Editor(s) shall be to edit the Association's journal.

ARTICLE VI. STANDING COMMITTEES

Section 1. The Officer Nominating Committee shall consist of the Past-President (who will chair the committee), the President and the President-Elect, with the Secretary-Treasurer serving in an ex officio capacity.

Section 2. The Director Nominating Committee shall consist of the Vice-President (who will chair the committee) and the four Directors.

Section 3. The Finance Committee shall consist of the Past-President (who will chair the committee), the Secretary-Treasurer and the Editor(s). The Committee shall be responsible for monitoring the financial status of the Association and for recommending to the Executive Committee investments of the funds of the Association.

ARTICLE VII. PUBLICATIONS

Section 1. The Association shall publish a journal which shall be called the *Journal of Agricultural and Resource Economics* (formerly the *Western Journal of Agricultural Economics*).

Section 2. The Association shall jointly sponsor, with the American Agricultural Economics Association and other regional associations, the *Review of Agricultural Economics* (RAE).

- a. The AAEA executive board shall assume financial and technical responsibility for the publication and distribution of RAE and the selection of the editor(s).
- b. The WAEA executive committee shall appoint three members to serve on the editorial committee of RAE. Their terms of office shall coincide with those of the editor(s).
- c. The WAEA executive committee shall appoint three members to serve on the editorial selection committee as requested by AAEA.

- d. The secretary-treasurer of WAEA shall distribute copies of RAE to WAEA members who request an RAE subscription.
- e. The subscription price to WAEA members shall be the marginal cost of the publication and mailing. The rate will be set by the WAEA executive committee.

Section 3. The Editor(s) shall operate within the general policies and financial limits established by the Executive Committee and shall establish and implement Journal procedures concerning content, review of manuscripts, and publication. An Editorial Council of at least ten members shall be appointed by the Executive Committee, in consultation with the Editor(s), to advise the Editor(s) in carrying out their responsibilities.

Section 4. The Editor(s) shall be appointed by the Executive Committee and hold office for a term of three years. During their term, the Editor(s) shall be responsible for the publication of three volumes of the Association's Journal. The new Editor(s) shall be appointed at least 12 months prior to the end of the term of the outgoing Editor(s), which coincides with the publication date of the last issue of their third volume. The new Editor(s) shall establish an editorial office and begin receiving manuscripts at least six months prior to the end of the term of the outgoing Editor(s).

Section 5. Copies of the Journal shall be distributed by the Secretary-Treasurer to all paid-up members of the Association and to all subscribers. Complimentary copies shall be provided to the Library of Congress, National Agricultural Library, Bureau of Census Library, and others as authorized by the Executive Committee. Other copies may be sold to libraries and individuals at such prices as shall be decided upon by the Executive Committee.

ARTICLE VIII. AWARDS

Section 1. The Association will grant awards to recognize excellence and achievement in agricultural economics. In this regard, the Association may present the awards listed in the following sections each year. The selection of the award winners will be made by a committee comprised of a chair and four members appointed by the Association's President. Honorable mention awards may be granted when deemed appropriate by the appointed Awards Committee chair.

Section 2. Graduate Paper or Master's Thesis Award

- a. Purpose of Award: To recognize outstanding research by graduate students.
- b. Nature of the Award: The award will be called "Outstanding Graduate Paper or Master's Thesis Award of the Western Agricultural Economics Association." This award shall be made annually at the Association's conference. The winner will receive a certificate, a \$500.00 check from the Association and a travel grant to help defray the cost of attending the annual meeting.

- c. Eligibility Requirements: Nominees must have completed a master's degree at an institution within the Association's geographic scope during the past calendar year. Only theses or graduate papers bearing completion dates within the past calendar year will be considered. One graduate paper or master's thesis may be submitted by each institution. PhD dissertations are not eligible.
- d. Evaluation Criteria: (1) Importance of the problem or subject, (2) significance of the results, (3) quality of work, and (4) effectiveness of reporting.
- e. Procedures:
 - 1. Nominations must be made by agricultural economics departments within the geographic scope of the Association.
 - 2. Five copies of each thesis or graduate paper will be sent to the chair of the selection committee. All nomination materials become WAEA property and will not be returned to the nominee or nominators. Selection of the award winner(s) will be made by committee.

Section 3. Undergraduate Teaching Award

- a. Purpose of Award: To recognize outstanding teaching of undergraduate students and related activities by members of the Association.
- b. Nature of Award: Two awards may be given.
 - 1. The first will be called the "Teaching Award of the Western Agricultural Economics Association with less than 10 years experience."
 - 2. The second will be called the "Teaching Award of the Western Agricultural Economics Association with more than 10 years experience."
 - 3. These awards may be made annually at the association conference. The winner will receive a certificate.
- c. Eligibility Requirements: Nominees must be members of the Association and actively teaching and related activities. Previous award winners are not eligible for the same award.
- d. Evaluation Criteria: (1) Personal interest in and availability to students, (2) mastery of subject matter (course content), (3) creativity in designing and using innovative teaching methods, (4) impact on learning based on student and peer evaluation, and (5) impact on departmental teaching program.

e. Procedures:

1. Nominations must be made by Association members and/or departments located within the geographic scope of the Association.
2. Nomination Packet. The nominator should submit a letter of recommendation, supplementary summary tables and other supporting items if desired. The letter of nomination should summarize the teaching accomplishments of the nominee with respect to the criteria outlined above. The nomination letter is limited to no more than three pages (single space). Summary tables may be added to provide supplemental and supporting data. A maximum of 3 supporting items (letters of recommendation, publications, videos, etc.) may be included. Each letter, publication, video, etc. counts as one item.
3. Five copies of all materials shall be sent to the chair of the awards committee.

Section 4. Extension Program Award

- a. Purpose of the Award: To recognize outstanding extension programs by members of the Association.
- b. Nature of the awards: Two awards may be given annually.
 1. The first shall be called the “Outstanding Extension Program Award of the Western Agricultural Economics Association, for Project”. This will be given to programs that are of less than or equal to five years duration.
 2. The second shall be called the “Outstanding Extension Program Award of the Western Agricultural Economics Association, for Career”. This will be given to programs that are of more than five years duration.
 3. These awards may be made annually at the Associations annual conference.
 4. The winner(s) will receive a certificate.
- c. Eligibility requirements: Nominee(s) must be actively involved in programs of informal education for audiences external to the university. The program may be that of either an individual or a group of individuals working as a team. If given to a team, at least one member of the team must be a member of the Association. If given to an individual, the winner must be a member of the Association.
- d. Evaluation criteria: (1) Importance of the problem or subject, (2) Overall effectiveness of the program, (3) appropriateness of economic analysis, (4)

effectiveness of communication methods, (5) evidence of accomplishment of objectives and positive impact on target audience(s).

e. Procedures:

1. Nomination must be made by Association members and/or departments within the scope of the Association.
2. Nomination packet. The nominator should submit a letter of recommendation, supplementary summary tables and other supporting items if desired. The letter of nomination should specify the name(s) of the person(s) nominated, the type of nomination and summarize the extension accomplishments of the nominee(s) with respect to the criteria outlined above. The nomination letter is limited to no more than three pages (single space). Summary tables may be added to provide supplemental and supporting data. A maximum of 3 supporting items (letters of recommendation, publications, videos, etc.) may also be included. Each letter, publication, video, etc. counts as one item. Each of five copies of the nomination and supporting materials must be placed in a self-contained binder/folder/envelope.
3. Five copies of all materials shall be sent to the chair of the awards committee.

Section 5. Published Research Award

- a. Purpose of the Award: To recognize outstanding research by members of the Association.
- b. Nature of the Award: The award will be called "Outstanding Published Research Award of the Western Agricultural Economics Association." This award shall be made annually at the Association's conference. The winner(s) will receive a certificate.
- c. Eligibility Requirements: At least one of the of the authors must be a member of the Association in the year the paper was published. Only research reports bearing a publication date within the past calendar year will be considered. Textbooks will not be considered published research for purposes of this award. Current year JARE publications are not eligible.
- d. Evaluation Criteria: (1) Importance of the problem or subject, (2) quality of work, (3) significance of the results, and (4) effectiveness of reporting.
- e. Procedures:

1. Nominations must be made by Association members and/or agricultural economics departments within the geographic scope of the Association.
2. Five copies of each publication will be sent to the chair of the selection committee.

Section 6. Outstanding Journal Article Award.

- a. Purpose of Award: To recognize outstanding contributions to the Association's Journal.
- b. Nature of the Award: The award will be called "Outstanding Journal Article Award of the Western Agricultural Economics Association." This award will be made annually at the Association's conference. The winner(s) will receive a certificate.
- c. Eligibility Requirements: Only articles published in the *Journal of Agricultural and Resource Economics* within the past calendar year will be considered.
- d. Evaluation Criteria: (1) Importance of the problem or subject, (2) significance of the results, (3) quality of work, and (4) effectiveness of reporting.
- e. Procedures: The Editor(s) and the Editorial Council will select the article to receive the award.

Section 7. Outstanding Senior Award. The Association will award a certificate to one outstanding senior at each qualifying degree granting institution. Agricultural economics departments within the geographic scope of the Association shall select the recipients of these awards and notify the Secretary-Treasurer who will issue each recipient a certificate.

Section 8. Distinguished Scholar Award

- a. Purpose of the Award: To grant the highest recognition to members making an enduring contribution over their career to agricultural, resource, and/or environmental economics in the Western states and the WAEA.
- b. Nature of the award: Normally up to three awards may be given annually.
 1. The recipient shall be named a "Distinguished Scholar of the Western Agricultural Economics Association."
 2. These awards may be made annually at the Association's annual conference.
 3. The winners will receive a plaque. A statement regarding the achievements of each Scholar will be read during the presentation. The statement and a picture of

the Scholar will be published in the December issue of the Journal of Agricultural and Resource Economics.

- c. Eligibility requirements: Nominees must be a current member of the association and have demonstrated active involvement over their career as a member of the association.
- d. Evaluation criteria: Nominees must have demonstrated excellence in two or more of the following areas of performance: (1) basic and applied economics research, (2) integration of knowledge (textbook writing or synthetic reviews), (3) outreach drawing on economic expertise, (4) teaching (undergraduate and/or graduate), (5) administration or service.
- e. Procedures:
 - 1. Nomination must be made by Association members and/or departments within the scope of the Association.
 - 2. Nomination packet. The nominator should submit a letter of recommendation stating why the person is worthy. A brief vitae of the nominee (not to exceed six pages, double spaced) must accompany the nomination letter. The total nomination package will be limited to a maximum of eight typed, double-spaced pages.
 - 3. Five copies of all materials shall be sent to the WAEA President.

ARTICLE IX. SELECTED PAPERS PROCEDURES

Section 1. Subject Areas: Papers that may be presented at the annual meetings of WAEA are invited concerning the economics of agriculture, natural resources, human resources, marketing, international trade, rural and community development, agribusiness, and other current topics of interest to agricultural economists. Theoretical, methodological, and empirical papers concerning teaching, research, or extension are equally encouraged.

Section 2. Selection Criteria: Abstracts of papers to be presented will be used as the basis of paper selection. These abstracts will be subjected to a blind review by members of the selected papers committee. Selection will be based on topic relevance, contribution to knowledge, and potential clarity of presentation. Abstracts must be submitted by the date and meet the specifications outlined by the chair of the selected paper committee (WAEA vice president) as announced in Association publications.

Section 3. Selection guidelines.

- a. Papers selected must be presented at the annual meetings. Authors who do not present a paper that has been accepted may not be allowed to present a paper the following year.
- b. At least one of the authors of a paper that is selected for presentation must be a member of the Association at the time the paper is presented.

- c. A member may be the sole or senior author of no more than one paper. An individual may be the junior author of more than one paper.
- d. Papers shall not have been and, if accepted, shall not be presented at another meeting of professional agricultural economists.

Section 4. Paper submission. A final copy of the paper to be presented should be sent to the WAEA vice president prior to the annual meeting where the paper will be presented. The date of submission and specific format of the papers will be specified by the paper selection committee when authors are notified of acceptance. Papers submitted will normally be published via electronic means. Authors are encouraged to bring copies of papers presented for distribution at the annual meeting.

ARTICLE X. PUBLICATION OF INVITED PAPERS

Invited papers presented at the Association's annual conference may be submitted for publication in the Association's Journal, but will be reviewed individually and independently as article submissions. Authors are encouraged to submit their papers to the Journal Editors. Reviewers will be notified that the papers were invited for presentation at the Association's annual conference and that the subjects of the papers have been evaluated as appropriate. The quality of the content and presentation, however, must meet the usual standards of the Association's Journal.

ARTICLE XI. AMENDMENTS

These Bylaws may be adopted, amended, and rescinded by a majority vote of the paid-up members present at any regular business meeting or by a majority of ballots returned by mail. Amendments to be voted upon by mail ballot must first be approved by the Executive Committee after which they shall be mailed by the Secretary-Treasurer to all members.

By-laws updated:

29 July 1996	12 July 1999	8 July 2001	28 July 2002
27 July 2008			