

# **Society for Pentecostal Studies Bylaws**

## **Article I: Name**

The name of this organization shall be the Society for Pentecostal Studies. For the purposes of this Society “Pentecostal” shall be construed to include “Charismatic.”

## **Article II: Purpose**

This Society is incorporated in Oklahoma and shall be a 501(c)3 non-profit organization. The purpose of this Society shall be to provide a forum of discussion for all academic disciplines as a spiritual service to the kingdom of God by the implementation of the following objectives:

1. To stimulate, encourage, recognize, and publicize the work of Pentecostal scholars and scholars of Pentecostalism;
2. To study the implications of Pentecostal theology in relation to other academic disciplines, seeking a Pentecostal world-and-life view;
3. To support fully, to the extent appropriate for an academic Society, the following statement of purposes:
  - (a) To encourage fellowship and facilitate co-ordination of effort among Pentecostal believers throughout the world.
  - (b) To demonstrate to the world the essential unity of Spirit-baptized believers, fulfilling the prayer of the Lord Jesus Christ, “That they all may be one” (John 17:21).
  - (c) To cooperate in an endeavor to respond to the unchanging commission of the Lord Jesus, to carry His message to all people of all nations.
  - (d) To promote courtesy and mutual understanding, “endeavoring to keep the unity of the Spirit in the bond of peace, until we all come in the unity of the faith” (Ephesians 4:3, 13).
  - (e) To afford prayerful and practical assistance to any Pentecostal body in need of such.

- (f) To promote and maintain the scriptural purity of the Society by Bible study and prayer.
- (g) To uphold and maintain those Pentecostal truths, “most surely believed among us” (Luke 1:1).

### **Article III: Membership**

#### **SECTION 1: Definition**

Membership in this Society shall be on an individual rather than an institutional or denominational basis.

#### **SECTION 2: Categories**

The categories of membership of the Society shall be composed of:

1. Full membership: Those persons who hold an earned graduate degree from a recognized institution of higher education, persons currently engaged in Christian higher education (administrative or instructional), or persons who have made significant scholarly contributions to Pentecostal literature as determined by the membership committee shall be eligible for full membership. Full members are entitled to vote, to attend all meetings, to present papers, and to hold offices for which they are qualified.
2. Associate Membership: Persons not eligible for full membership but who, in the judgment of the membership committee, are otherwise qualified for membership shall be eligible for associate membership. Associate members shall be entitled to vote, except on amendments to these bylaws, to attend all meetings and to present papers. Associate members may be transferred to full membership status by a majority vote of the membership committee following application for transfer.
3. Student membership: Students currently enrolled in institutions of higher learning shall be eligible to join the Society as student members. Student members shall be entitled to attend all meetings of the Society and to present papers, but shall not vote or hold office. Upon completion of their studies student members may apply for associate membership or full membership.

#### **SECTION 3: Qualifications for Membership**

1. All full members must subscribe to the statement of purposes as specified in Article II Section 3 of the bylaws.
2. All categories of membership shall pay an annual membership fee.

3. All applicants approved by the membership committee shall be submitted to the annual meeting for ratification.

#### **SECTION 4: Dismissal**

In the event that the continued membership of an individual is deemed detrimental to the best interests of the Society, this person may be removed from the membership roll upon the recommendation of the majority of the membership committee made at the annual meeting of the Society and approved by a two-thirds (2/3rds) vote of the voting members present and voting. Prior to the membership committee deciding to make a recommendation to terminate a person from membership, that individual must be given the opportunity to present a defense against the charges. The member shall be given at least thirty (30) days' notice of the intent of the membership committee to consider a recommendation to remove the member from the Society's rolls prior to the meeting of the committee at which this action may be taken. The member may also provide a defense against any charges that could provide for termination of membership at the annual meeting.

#### **SECTION 5: Dues**

Dues for membership will be determined as prescribed in the Standing Rules of the Society.

### **Article IV: Officers**

#### **SECTION 1: Officers**

The officers shall consist of a president, a first vice President, a second vice president, an immediate past president, an executive director and a secretary/treasurer.

#### **SECTION 2: Qualifications**

To be qualified to serve, each officer shall be a full member and shall affirm faith in Jesus Christ with the hope of eternal life in him, and belief in the continuing operation of gifts of the Spirit today including manifestations of the miraculous. No more than two persons from the same denomination shall at any one time serve in any of the following offices: president, first vice president, second vice president and immediate past president. No more than three persons from the same denomination shall at any one time serve as officers of the Society.

#### **SECTION 3: Term of Office**

The president, first vice president and the second vice president shall serve a term of one year or until their successors have been elected. They are not eligible to serve more than one term in any one office. A second vice president shall be elected at each annual meeting and shall automatically succeed to the office of first vice president at the end of the term. The first vice

president shall automatically succeed to the office of president at the end of the term. The executive director and secretary/treasurer shall serve a term of five (5) years or until their successors have been elected. They are eligible to serve two terms in office.

#### **SECTION 4: Vacancies**

In case of a vacancy in the office of president, the first vice president shall succeed to that office. In case of the vacancy in the office of first vice president, the second vice president shall succeed to that office. In case of a vacancy in the office of second vice president, the executive committee shall elect a successor to serve until the next annual meeting and who shall automatically succeed to the office of first vice president at the end of the term, In case of a vacancy in the office of executive director that occurs prior to ratification of an executive director-elect, the executive committee shall elect an interim executive director to serve until the next annual meeting, after which the membership shall elect a new executive director for the remainder of the term. Any vacancy of the office of executive director that follows ratification of an executive director-elect shall be filled by said executive director-elect. In case of a vacancy in the office of secretary/treasurer, the executive committee shall elect an interim secretary/treasurer to serve until the next annual meeting, after which the membership shall elect a new secretary/treasurer for the remainder of the term.

#### **SECTION 5: Duties of Officers**

The duties of each officer shall be as follows:

1. President. The president shall present an address to the annual meeting, preside at all business meetings and represent the general interests of the Society.
2. First Vice President. The first vice president shall serve as program chair for the annual meeting which occurs during his/her term of office.
3. Second Vice President. The second vice President shall serve as chair of the membership committee.
4. Immediate Past President. The immediate past president shall serve as chair of the nominating committee and the bylaws committee and shall serve as a member of the library and research committee.
5. Executive Director. The executive director shall administer and maintain the Society's central office; propose the agenda for the annual business meeting in consultation with the president; coordinate the annual meeting of the Society in conjunction with the program chair, program committee and on-site coordinator; promote the Society; chair the editorial committee and fulfill other responsibilities as authorized by the executive committee and the annual meeting of the Society.

6. Secretary/Treasurer. The secretary/treasurer shall maintain all records of the Society including membership records; collect and disburse all funds of the Society upon authorization of the executive committee; furnish an annual financial report to the executive committee and to the Society; and make the financial records of the Society available for an annual audit as directed by the executive committee.

**SECTION 6: Executive Director-Elect.** Should the current executive director not wish to stand for re-election to a second term the following procedure shall be followed:

1. In the fourth year of the current executive director's term, the nominating committee shall nominate at least one but not more than two individual(s) as executive director-elect(s).
2. The qualifications of the executive director-elect shall be the same as those specified in ARTICLE IV, Officers, SECTION 2: Qualifications.
3. In the fall of the fourth year of the current executive director's term, the executive committee shall vet and subsequently select one of the nominees to serve as the executive director-elect.
4. All executive director-elect nominees must ensure institutional support for the five-year term of executive director.
5. Following election by the executive committee, the executive director-elect will attend all meetings of the executive committee as a non-voting yet fully engaged listener/observer, shadowing the executive director for one year.
6. Upon completion of the term of the executive director, the executive director-elect will take office as executive director.

**SECTION 7: Secretary/Treasurer-Elect.** Should the current secretary/treasurer not wish to stand for re-election to a second term the following procedure shall be followed:

1. In the fourth year of the current secretary/treasurer's term, the nominating committee shall nominate at least one but not more than two individual(s) as secretary/treasurer(s)-elect.
2. The qualifications of the secretary/treasurer shall be the same as those specified in ARTICLE IV, Officers, SECTION 2: Qualifications.
3. In the fall of the fourth year of the current secretary/treasurer's term, the executive committee shall vet and subsequently select one of the nominees to serve as the secretary/treasurer-elect.
4. All secretary/treasurer-elect nominees must ensure institutional support for the five-year term of secretary/treasurer.

5. Following selection by the executive committee, the secretary/treasurer-elect will attend all meetings of the executive committee as a non-voting yet fully engaged listener/observer, shadowing the secretary/treasurer for one year.
6. Upon completion of the term of the secretary/treasurer, the secretary/treasurer-elect will take office as secretary/treasurer.

#### **SECTION 8: Nominations and Elections.**

1. Nominations for the office of second vice president shall be made by the nominating committee. Nominations except for the positions of executive director and secretary/treasurer may also may be made by petition signed by twenty full members of the society and submitted to the executive director at least thirty (30) days prior to the annual meeting.
2. Election of the second vice president shall take place at the annual meeting and shall be conducted by ballot, except that in the case of only one nominee for that office, in which case that vote may be by the use of voting cards. A majority vote of those members eligible to vote for second vice president who are present and voting shall be required for election.
3. In case of a vacancy in the office of executive director or secretary/treasurer that occurs prior to selection of these officers, the executive committee shall elect a new executive director or secretary/treasurer for the remainder of the term. If an executive director or a secretary/treasurer serves more than half of a term he/she shall be credited with having served a full term. an interim executive director to serve until the next annual meeting, after which the membership shall elect a new executive director for the remainder of the term. Any vacancy of the office of executive director that follows ratification of an executive director-elect shall be filled by said executive director-elect.

### **Article V: Meetings**

#### **SECTION 1: Annual Meetings of the Society**

1. The Society shall hold annual meetings, the time and place to be decided by the executive committee with the program to be determined by the program committee.
2. All program participants must be members of the Society during the year of their participation with the exception of guests invited by a member of the program committee.

#### **SECTION 2: Quorum**

Fifty (50) full and associate members of the Society present shall constitute a quorum for the transaction of business at the annual meeting.

#### **SECTION 3: Special Meetings of the Society**

1. The executive committee may call special meetings of the Society at a time and place decided by the executive committee for the purpose of transacting such business as may be in the notice of the meeting described in paragraph 2 below.
2. Notice of any special meeting shall be given to the members of the Society at least thirty (30) days in advance of the meeting.

### **SECTION 3: Other Meetings**

Other meetings, including those of a regional nature, may also be held as desired, with the concurrence of the executive committee.

## **Article VI. Board of Directors**

1. The executive committee shall serve as the board of directors of the Society as required under the laws of the state in which the Society is incorporated.
2. The executive committee shall consist of the officers of the Society. It shall superintend the operation of the Society between annual meetings and shall be responsible for the routine business of the Society including the selection, evaluation and replacement of the executive director and the secretary/treasurer.

## **Article VII. Committees and Interest Groups**

### **SECTION 1: Standing Committees**

The following standing committees shall be elected at the annual meeting of the Society:

1. Editorial Committee. The editorial committee shall be composed of the executive director, who shall serve as chair, together with the editor/s of the journal, the editor/s of the Society's *Newsletter*, and four other persons, one to be elected at each annual meeting, the senior member retiring.

The main responsibility of the editorial committee is to oversee the Society's *Newsletter*, and to serve as judges for the *Pneuma* book award given at the annual meeting of the Society. Because of this responsibility, the editorial committee shall include no more than two interest group leaders in any one year.

The editorial committee shall select the winner of the annual *Pneuma* book award in consultation with the editor/s of the journal of the Society.

Length of term for the editor/s of the Society's *Newsletter* will be at the discretion of the executive director in consultation with the editorial committee.

2. Program Committee. The program committee shall be composed of the first vice president, who shall serve as chair, together with the on-site coordinator and the leaders of the special interest groups. This committee shall advise the chair in the selection of program personnel, and complete arrangements for all programs and annual meetings sponsored by the Society.
3. Membership Committee. The membership committee shall be composed of the second vice president, who shall serve as chair, together with six other members, two of which shall be elected at each annual meeting, the two senior members retiring. The membership committee shall help promote membership in the Society and review all applications for the membership to the Society and make recommendations to the Society in accordance with the qualifications established in Article III of these bylaws.
4. Library and Research Committee. The library and research committee shall be composed of the immediate past president and four other members, one of whom shall be elected at each annual meeting, the senior member retiring. At the annual meeting the committee shall serve as convener of librarians, archivists and persons involved in Pentecostal collections. It shall also serve as an instrument for doing research and for the gathering and dissemination of information in the area of research, resources and collections. The library and research committee shall be allowed to elect its own chair who shall serve on the program committee.
5. Nominating Committee. The nominating committee shall consist of the immediate past president, who shall serve as chair, together with the interest group leaders of the Society. The nominating committee shall consult with each of the other Society committees and interest groups to identify potential nominees for office. The committee shall then nominate candidates for all available offices and committee assignments.
6. Bylaws Committee. The bylaws committee shall consist of the immediate past president, who shall serve as chair, and four other members appointed by the immediate past president and approved by the board of directors of the Society. The responsibilities of the bylaws committee shall be to compile and review all suggested amendments to the bylaws submitted by the required date, put them into proper form for consideration by the annual meeting and make recommendations on each proposed amendment to the annual meeting. In addition, the bylaws committee may initiate proposed bylaws amendments for the consideration of the annual meeting. The bylaws committee shall not have the authority to withhold or alter any amendment properly submitted to the annual meeting.

**SECTION 2: Election of Standing Committee Members.**

1. Nominations for standing committee members shall be made by the nominating committee and may also be made from the floor.
2. Election of standing committee members shall take place at the annual meeting and shall be conducted by use of voting cards. A majority vote of those members eligible to vote for standing committee members who are present and voting shall be required for election.

**SECTION 3: Special Committees**

1. Special committees may be created by action of the annual meeting or by action of the executive committee and shall be charged with a specific task, at the conclusion of which and submission of their final report, the committee shall go out of existence.
2. The members of any special committee shall be appointed by the president unless the motion establishing the committee specifies the members.
3. The president shall designate one of the members of the committee as its chair.

**SECTION 4: Interest Groups**

1. An interest group may be formed when at least 5% of those holding full membership in the Society submit a petition to the executive committee requesting recognition, such recognition being reviewed on each change of chair in a group. The executive committee may grant formal recognition unless it feels that this is not in the best interests of the Society.
2. Time shall be provided on the annual program for interest groups to meet.
3. Each interest group shall elect its own chair, subject to the ratification of the executive committee, who shall serve a three-year term. A chair may serve two consecutive terms.
4. The chair of all recognized interest groups shall serve on the program committee.

## **Article VIII. Journal**

### **Section 1: Official Journal**

The Official Journal of the Society shall be called *Pneuma: The Journal of the Society for Pentecostal Studies*.

### **Section 2: Appointment of Editors**

The editor/s shall be appointed by the executive committee to serve a five-year term. The process for filling vacant editor/s positions shall be thus: The executive committee will announce to the Society any anticipated vacancies in the editorship of the journal. Any current SPS member may submit nominations to the nominating committee. The executive committee will then vet all nominations, including but not limited to those submitted by members. The incoming editor/s will “shadow” the outgoing editor/s in the final year of the outgoing editor's/editors' term. The editors may serve two consecutive terms.

### **Section 3: Ex-Officio Membership**

The editors shall serve as ex-officio members of the executive committee without the right to vote.

## **Article IX. Parliamentary Authority**

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the meetings of this Society in all cases in which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order adopted by the Society.

## **Article X: Amendments**

### **SECTION 1: Submission of Proposed Amendments**

Proposed amendments to these bylaws may be submitted by the bylaws committee, the executive committee, or any full member of the Society. Proposed amendments shall be submitted to the bylaws committee no later than October 1 of the year prior to the annual meeting. The bylaws committee shall review all proposed amendments, put them into proper form for the consideration of the annual meeting, and see that they are sent to members of the Society as required by section 2 of this article.

### **SECTION 2: Required Notice**

Proposed amendments to these bylaws must be sent to all the members of the Society at least thirty (30) days prior to the annual meeting to which they will be submitted.

**SECTION 3: Required Vote**

These bylaws may be amended by a two-thirds (2/3rds) vote of the full members present and voting in a regular business meeting of the Society.

**Article XI: Internal Revenue Status**

No part of the net earnings of the corporation (The Society for Pentecostal Studies) shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distribution in furtherance of the purposes set forth in Article II of these bylaws. No substantial part of the activities of the corporation shall be used for the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on by a corporation exempt from federal income tax under section 501 (c) (3) of the Internal Revenue Code of 1954 (or corresponding provision of any future United States Internal Revenue Law).

**Article XII: Indemnification**

The Society shall, to the extent legally permissible, indemnify each person who may serve or who has served at any time as an officer, director, or employee of the corporation against all expenses and liabilities, including, without limitation, counsel fees, judgments, fines, excise taxes, penalties and settlement payments, reasonably incurred by or imposed upon such person in connection with any threatened, pending or completed action, suit or proceeding in which he or she may become involved by reason of his or her service in such capacity; provided that no indemnification shall be provided for any such person with respect to any matter as to which he or she shall have been finally adjudicated in any proceeding not to have acted in good faith in the reasonable belief that such action was in the best interests of the corporation; and further provided that any compromise or settlement payment shall be approved by a majority vote of a quorum of directors who are not at that time parties to the proceeding.

No amendment or repeal of the provisions of this Article which adversely affects the right of an indemnified person under this Article shall apply to such person with respect to those acts or omissions which occurred at any time prior to such amendment or repeal, unless such amendment or repeal was voted by or was made with the written consent of such indemnified person.

This Article constitutes a contract between the society and the indemnified officers, directors, and employees. No amendment or repeal of the provisions of this Article which adversely affects the right of an indemnified officer, director, or employee under this Article shall apply to

such officer, director, or employee with respect to those acts or omissions which occurred at any time prior to such amendment or repeal.

## **Society of Pentecostal Studies Standing Rules**

1. **Dues.** Dues for membership will be determined by a majority vote of the voting members at the annual meeting of the Society. The current rates will be made known through the regular publications of the Society.
  
2. **Officers' Affirmations.** Upon their nomination, each officer shall be asked by the executive director to make the affirmations described in the opening paragraph of Article IV: Officers, Section 2. If there is no incumbent executive director, or if the executive director is newly elected and has not yet made this affirmation, then any current officer who is qualified and serving, or any officer who qualified and served during the previous year, may ask for these affirmations. A record of these affirmations shall be recorded in minutes of the next meeting of the executive committee of the Society.
  
3. **Amendments.** Proposed amendments to the Standing Rules of this Society must be submitted to the bylaws committee by October 1 of the year prior to the annual meeting at which they will be considered. They must then be sent to all members of the Society at least thirty (30) days prior to the annual meeting to which they shall be submitted. The Standing Rules may be amended by a majority vote of the voting members present and voting at the annual meeting of the Society.