

SAH Women in Architecture Affiliate Group

September 9, 2020



[Bylaws of the Society of Architectural Historians](#)

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I. Preamble

The SAH *Women in Architecture* Affiliate Group (SAH WiA AG) was established on June 10, 2020 and is a group of members of the Society of Architectural Historians who share a common, scholarly, or other, interest aligned with the SAH mission.

The **Mission** of the Group is to support the breadth of interests of SAH members, to build a sustainable professional community and signify a platform for wide-ranging inquiry into the projects around women in architecture and design.

Recognizing the broad scope of professional engagements and diversity of women's contribution to the built environment around the world, and that these chronologies have only begun to be written and disseminated,

The **Purpose** of the Group is to provide a forum for collaborative scholarship and discussion, to document and advocate the international, national, and regional contributions of women to the discipline, and to advance and support research, publication, education, and exhibition initiatives on the subject, integrating professional standing of women in architecture and design with broader studies on leadership, identities, philosophies, and structures of power across borders and cultures.

The **Guidelines** are envisioned to acknowledge the vast landscapes of yet latent legacies, contexts, and perspectives, to record the largely unwritten women's professional histories, to invite questions and debates, stimulate studies and discussions in emerging and bordering areas, and to address current work and the cultivation and empowerment of the next generation. The gravity of objectives for the group is determined by an urgency to fill the void in resources about women's contribution to the built environment, leadership, and new trajectories of global transitions. We pursue and support a variety of activities in collaboration with SAH Affiliate Groups.

II. Membership

Membership in SAH WiA AG shall consist of those persons who have paid current annual dues to SAH and who share a common, narrowly defined scholarly or other interest that is aligned with the Mission of the Group.

To join the Group, a PDF application form shall be posted on the SAH website, and individuals shall sign up as part of the process of joining SAH or renewing their membership. At the end of every month the SAH Director of Membership will notify the Group about new members.

III. Officers

Upon creation of the Group, it shall be managed by Interim Chair or Co-Chairs who shall form the Center and establish the basic functions of the Group.

The Group has a Chair or Co-Chairs—a Chair, an Associate Chair, and an Advising Chair—who call meetings and schedule the Group's activities at the SAH annual conference with consultation with the SAH office. The Group is managed by officers of the SAH WiA AG Center, which shall comprise, but not be limited to, the following:

The **Chair**, who shall serve a term of two years, or until their successor is elected, in line with SAH terms of elected officers, and shall be responsible for the management of the Group and for conceiving of and establishing, after consultation with elected AG officers and the SAH Board, basic plans of the Group.

The **Advising Chair** or **Outgoing Chair**, serving for two years, or until their successor is elected, after their term as the Chair ends, who shall be available for consultation to the Chair and the Associate Chair.

The **Associate Chair** or **Chair-Elect**, who shall serve a term of two years, or until their successor is elected, and take on the office of the Chair at the end of her or his term, to provide continuity and perform all the duties incidental to the management.

The **Secretary-Treasurer**, who shall serve for a term of two years, or until their successor is elected, and shall record and distribute the minutes of each meeting and roundtable, be responsible for maintenance of membership records, and all fiscal matters if such occur.

The **Communications Officer**, who shall serve for a term of two years, or until their successor is elected, and shall communicate official business, edit and post news items on the websites, maintain and moderate the group's communication platforms, and help develop online resources relevant to SAH WiA AG membership.

The **Web Administrator**, who shall serve for a term of two years, or until their successor is elected, and shall be assigned with supporting the Group's online presence i.e. <https://sah.hcommons.org/> and function of relevant sites, in collaboration with WiA Communications Officer and SAH Director of Communications.

The SAH President and Executive Director shall be Ex-Officio members of SAH WiA AG and are invited to official meetings and conference calls.

The Chair, or the Associate Chair, or the Advising Chair, is invited to serve a three-year Ex-Officio term on the SAH Board.

IV. Voting

Each dues-paying member of SAH registered with SAH WiA AG shall be entitled to one vote.

The Officers shall be elected by anonymous ballot upon a call for nominations that is circulated electronically. Election results shall be announced on the group's discussion platform or listserv, website, and email to the membership.

V. Meetings

1. SAH WiA AG shall meet at the SAH Annual Conference, with SAH Chapters, or virtually throughout the year.
2. The Group shall hold a minimum of one meeting per year.
3. SAH WiA AG Annual Business Meetings shall be open to all SAH members concerned with issues appropriate to the Group.

VI. Committees

1. Members may form additional committees so long as the Group Center and the SAH Board are informed.
2. The Chair shall have the power to appoint members to standing committees formed by Group members with the approval of the SAH Board and the Center.

VII. Reporting Responsibilities

The SAH Board liaison for the SAH WiA AG is the SAH Second Vice President. The Group shall submit a written report on activities and plans once per year prior to the November SAH Board Meeting.

The Group shall inform the SAH Executive Director and the SAH Second Vice President in advance of plans for major programs and publications, such as lectures, symposia, regional conferences, blogs, published conference proceedings, etc.

The Group shall act as a resource for the SAH Board on the SAH Ideas Initiative and other future initiatives and long-range plans.

VIII. Websites

The SAH WiA AG mission is listed on the SAH website.

The Group shall have an online home base in the SAH Commons, a part of MLA Humanities Commons, and a WordPress website through SAH Commons, which offers opportunities to work collaboratively, promote programs, publish research, and advance the Mission of the Group.

Through SAH communication tools, including electronic *Newsletters*, weekly SAH Opportunities, and SAH social media accounts, SAH promotes scholarly or public meetings and programs of the Group.

IX. Effectiveness

These bylaws and subsequent amendments shall become effective as soon as they have been adopted upon decision of Group members.