

We have reorganized the Article V to eliminate duplicative language and make clearer the composition and responsibilities of each of the committees. The procedures by which the Standing Board Committees and the Standing ASOR Committees are provided in the introductory text at the beginning of each set in 5.2.1 and 5.3.1. Then the composition of each committee and the responsibilities of each committee are listed below. This rearrangement of the text made it clear that we needed to renumber the sections to more clearly reflect the organization of the standing committees. We made only two substantive changes in the language and those are highlighted.

ARTICLE V: COMMITTEES

Section 5.1. ASOR Committees.

Two groups of committees oversee the majority of ASOR's programs. These are the Standing Board Committees (section 5.2 below) and the Standing ASOR Committees (section 5.3 below). These two sets of committees have different methods of appointment and occasionally length of terms as described in sections 5.2 and 5.3 below. In addition, the President has the authority to appoint *ad hoc* committees (5.4 below) to study and report on specific issues from time to time. These are dissolved when their reports are received by the Board. Finally, there are Overseas Committees linked to schools and work outside the United States.

Section 5.2. Standing Board Committees. The Board of Trustees relies on ASOR Standing Board Committees for the management of ASOR. The Standing Board Committees comprise, without limitation, the Board Chair Nominations Committee, Committee on the ASOR Policy on Professional Conduct, Development Committee, Facilities Committee, Finance Committee, Officers Nominations Committee, Personnel Committee, and Trustee Nominations Committee. The Board shall have the authority to create and appoint such other Standing Board Committees the Board deems necessary to manage the affairs of ASOR. The Board also has the authority to disband any Standing Board Committee the Board determines is no longer necessary for the management of ASOR. The Board Chair in consultation with the President and such other members of the Executive Committee as appropriate shall appoint the chairs and members of the Board Committees except for the Board Chair Nominations Committee.

Section 5.2.1. Board Chair Nominations Committee. When necessary, the President, in consultation with the Past President, shall appoint at least four (4) additional Trustees to act as a Board Chair Nominations Committee. The Committee shall nominate a candidate for Board Chair to be elected by the Board of Trustees. The President shall chair the Committee.

Section 5.2.2. Committee on the ASOR Policy on Professional Conduct.

Composition: Appointed Chair

Function: Two (2) additional Trustees
1. Annual review of the ASOR Policy on Professional Conduct;
2. Bringing forward to the Executive Committee and the Board all matters pertaining to its administration.

Section 5.2.3. Development Committee.

Composition: Appointed Chair
Five (5) or more additional Trustees.
Board Chair, President, and Treasurer as voting *ex-officio* members
Executive Director as non-voting *ex-officio* member.
Function: Formulate and make recommendations to the Executive Committee and the Board regarding development matters.

Section 5.2.4. Facilities Committee.

Composition: Appointed Chair
Two (2) additional Trustees
Board Chair, President, and Treasurer as voting *ex-officio* members
Executive Director as non-voting *ex-officio* member
Function: Formulate and make recommendations to the Executive Committee and the Board regarding (i) the repair and maintenance of ASOR facilities, including proposed repair and maintenance expenditures, and (ii) improvements and renovations to ASOR facilities, including proposed improvement and renovation expenditures.

Section 5.2.5. Finance Committee.

Composition: Treasurer as chair
Three (3) to Five (5) additional Trustees
The Chairs of the Program Committee, Publications Committee, Facilities Committee, and President as voting members
Executive Director as non-voting *ex-officio* member
Functions: 1. Advise the Executive Committee and the Board regarding the financial management of ASOR,
2. Supervise the bidding process for the annual audit,
3. Supervise the investment of ASOR's funds,
4. Oversee preparation of the proposed annual budget, and

5. Monitor compliance with the annual budget approved by the Board.

Section 5.2.6. Officers Nominations Committee.

Composition: Trustee appointed as chair
Four (4) additional Trustees.
Board Chair and President as voting *ex-officio* members
Executive Director as non-voting *ex-officio* member

Functions: 1. Identify and develop qualified candidates for election to the offices of President, Vice President, Treasurer, and Secretary as directed by the Board of Trustees.
2. As the terms of incumbent Officers expire, new Officers shall be proposed by the Committee, which shall put out a general call for candidates, vet the candidates, and present its recommendations to the Board. Write-in candidates shall be permitted on thirty (30) days written notice to the Board.

Section 5.2.7. Personnel Committee.

Composition: President as chair, Vice-president, Treasurer, Board Chair, **Chairs of COP and CH**, plus one or two members as may be deemed needed by President.

Functions: 1. Conduct an annual performance review of the Executive Director and make recommendations to the Executive Committee regarding the Executive Director's duties and responsibilities, continued employment, and compensation and benefits.
2. Provide direct oversight of the hiring and termination of ASOR staff and their annual performance assessments.
3. Advise the Executive Director on general personnel matters and serve as an independent, confidential arbiter of ASOR staff grievances.

Section 5.2.8. Trustee Nominations Committee.

Composition: Trustee appointed as chair and at least four (4) additional Trustees as members
Board Chair and President as voting *ex-officio* members

Functions: Develop slates of Institutionally-elected Trustee and Membership-elected Trustee candidates, and present such candidate slates to the ASOR electorate at least one (1) month in advance of the Annual Members' Meeting by

posting such candidate slates on the ASOR website and disseminating such candidate slates to ASOR Individual Members and Institutional Member Representatives via electronic mail.

Section 5.3. Standing ASOR Committees. The Standing ASOR Committees are (and shall be) created by the Board of Trustees to carry out ASOR's mission and initiatives. The Standing ASOR Committees are, without limitation, the Committee on Archaeological Research and Policy, Cultural Heritage Committee, Early Career Scholars Committee, Honors and Awards Committee, Membership and Outreach Committee, Program Committee, Publications Committee, and Diversity, Equity, and Inclusion Committee. The Board shall have the authority to create and appoint such other Standing ASOR Committees as the Board deems necessary as ASOR's mission and initiatives evolve and expand. The Board also has the authority to disband any Standing ASOR Committee the Board determines no longer meaningfully contributes to ASOR's mission and initiatives. All members of the Standing ASOR Committees must be individual members of ASOR.

Section 5.3.1. Chairs Coordinating Council (CCC).

Composition: Vice-President as Chair
Chairs of all ASOR Standing Committees
Representatives from the two Affiliated Overseas Research Centers
President as a voting *ex-officio* member
Executive Director as a non-voting *ex-officio* member

Function:

1. Coordinate the activities and initiatives of the Standing ASOR Committees
2. In consultation with the President appoint the members of the Standing ASOR Committees subject to approval by the Executive Committee, which will, in turn, report new appointments to the Board. The proposed members for each of the Standing ASOR Committees shall have been nominated through consultation between the Chair of the CCC and the chairs of the respective committees. All committee members shall serve staggered three-year terms.
3. Review and approve requests by the committees to create subcommittees to support their work
4. Report to the Executive Committee and the Board.

Section 5.3.1.1 Chairs Nominations Committee. The Vice President shall appoint at least two (2) members of the CCC for rotating, two-year terms to act as a Chairs Nominations Committee. The Committee shall be chaired by the Vice President. The Chairs Nominations Committee shall work closely with the Standing ASOR Committees to identify and recommend qualified candidates for election by the Board of Trustees to Chair the Standing ASOR Committees.

Section 5.3.2. Committee on Archaeological Research and Policy.

Composition: At least six (6) ASOR members, at least two (2) appointed each year for three-year terms
President, Executive Directors of the Affiliated Overseas Research Centers, and Chairs of the Baghdad, Damascus, and Saudi Arabia Committees as voting *ex-officio* members.
Executive Director as non-voting *ex-officio* member

Functions: 1. Formulate, debate, and make recommendations to the Executive Committee and the Board regarding matters of archaeological research and policy.
2. Award relevant scholarship funding and grants to ASOR members for the support of archaeological fieldwork and related research.

Section 5.3.3. Cultural Heritage Committee.

Composition. At least six (6) ASOR members, at least two (2) appointed each year for three-year terms Two (2) appointed ASOR members
President as voting *ex-officio* member
Executive Director as non-voting *ex-officio* member

Functions: 1. Advise the President, the Executive Director, the Board, and other ASOR leaders regarding initiatives ASOR might undertake either individually or jointly with other bodies in the field of cultural heritage.

Section 5.3.4. Early Career Scholars Committee.

Composition: Two (2) Graduate Student Individual Members and at least two (2) Individual Members who have received their terminal degree within the past five (5) years
President as an *ex-officio* voting member
Executive Director as a non-voting *ex-officio* member

Function: Oversee the mentoring and networking of recent terminal degree recipients, Graduate Student Members, and Undergraduate Student Members of ASOR.

Section 5.3.5. Honors and Awards Committee.

Composition: At least six (6) ASOR members, at least two (2) appointed each year for three-year terms
President as a voting *ex-officio* member
Executive Director as a non-voting *ex-officio* member

Functions: Oversee all honors and awards conferred by ASOR.

Section 5.3.6. Membership and Outreach Committee.

Composition: Two (2) appointed ASOR members
President as a voting *ex-officio* member
Executive Director as a non-voting *ex-officio* member

Function: Make recommendations to the Executive Committee and the Board regarding matters pertaining to ASOR membership and outreach initiatives.

Section 5.3.7. Program Committee.

Composition: At least six (6) ASOR members, at least two (2) appointed each year for three-year terms.
President as voting *ex-officio* member
Executive Director as non-voting *ex-officio* member

Function: Oversee the academic aspects of the Annual Meeting program and make recommendations to the Executive Committee and the Board regarding matters relating to the Annual Meeting.

Section 5.3.8. Publications Committee.

Composition: At least six (6) ASOR members, at least two (2) appointed each year for three-year terms
President as a voting *ex-officio* member
Executive Director as a non-voting *ex-officio* member

Functions: 1. Appoint an editorial board for each ASOR publication.
2. Make recommendations to the Executive Committee and the Board regarding matters pertaining to ASOR publications, including recommendations regarding appointment of the editors of ASOR journals and monographs.

Section 5.3.9. Diversity, Equity, and Inclusion (DEI) Committee.

Composition:	At least six (6) ASOR members, at least two (2) appointed each year for three-year terms President as a voting <i>ex-officio</i> member Executive Director as a non-voting <i>ex-officio</i> member
Functions:	1. Advise the President, the Executive Director, the Board, and other ASOR leaders regarding initiatives ASOR might undertake either individually or jointly with other bodies to reach out to and include diverse communities in ASOR activities in meaningful and sustainable ways. In North America, these communities include, but are not limited to, BIPOC, LGBTQ+, and other underserved groups. 2. Overseas, ASOR will focus on serving its international membership and working with local archaeological communities to promote public engagement in ASOR activities.

Section 5.4. *Ad hoc* Committees. The President shall have the power to create and appoint *ad hoc* committees as necessary to address specific issues facing ASOR.

Section 5.5 Overseas Committees. The Overseas Committees are composed of the Baghdad Committee (formally known as the Committee on Mesopotamian Civilization), Damascus Committee, and Saudi Arabia Committee. All members of the Overseas Committees must be Individual Members of ASOR. The Baghdad Committee shall make recommendations to the Executive Committee and the Board regarding the [*Journal of Cuneiform Studies \(JCS\)*](#) and the [*Mesopotamian Fellowship*](#).

Section 5.6. Committee Procedures

Section 5.6.1. Quorum; majority vote required. Unless otherwise provided in a Board resolution establishing a Committee, the rules set forth in these Bylaws for the Board of Trustees regarding meeting quorums and the number of votes required for an action shall govern the Standing Board Committees, Standing ASOR Committees, *Ad hoc* Committees, and Overseas Committees as if the name of the Committee is substituted in Article III, Section 3.10 for the words "Board of Trustees" or "Board" as stated therein.

Section 5.6.2. Committee rules and records. No Committee may adopt or implement any governance rules that are inconsistent with these Bylaws or any other rules specifically adopted or implemented by the Board of Trustees. Within these parameters each Committee shall establish its own guidelines pertaining to working schedules, numbers of members needed to perform its functions, maintain minutes and other records of all actions taken and shall at least annually transfer these minutes and

records to the ASOR Office. Each Committee shall write an annual report to be submitted to the EC and Board by the Chair of the CCC.

Section 5.6.3. Committee member term of service. Unless otherwise provided in the Bylaws or by Board resolution, the terms of service for members of the Standing Board Committees, Standing ASOR Committees, *Ad hoc* Committees, and Overseas Committees shall be three (3) years. A Committee member may seek and accept a second three-year term. At the completion of the second consecutive three-year term, a member must rotate off the Committee for at least one full term. The same term limits also shall apply to the Committee Chairs. If, however, a Committee member becomes its Chair, he or she shall be eligible to serve two full three-year terms from the date of appointment as Chair, after which he or she must rotate off the Committee for at least one term. The term of any ad hoc committee shall expire at the end of the fiscal year within which the ad hoc committee was created unless provided otherwise by the language of the resolution authorizing the formation of the committee. **If deemed advisable by the President and Chair of the Board members of the Development Committee may serve more than two terms.**

Section 5.6.4. Removal of a Committee Chair or Committee member. A Committee Chair or Committee member may be removed by a two-thirds (2/3) vote by paper or electronic ballot of the Board of Trustees whenever in the Board's judgment such removal would be in the best interest of ASOR.

Section 5.6.5 Resignation of a Committee Chair or Committee member. A Committee Chair may resign by giving written notice to the Vice-President. A Committee member may resign by giving written notice to the Committee Chair. A resignation is effective when the notice is accepted.

Section 5.6.6. Committee member vacancy. A vacancy in the membership of any Committee due to the death, resignation, or removal of a Committee member may be filled by appointment made in the same manner as the original appointment. A replacement appointment shall be for the unexpired portion of the replaced Committee member's term.