

ORGANIZING PRINCIPLES OF THE STEERING GROUP OF THE NORTH AMERICAN RESEARCH NETWORK IN HISTORICAL SOCIOLINGUISTICS (NARNiHS)

Version: 10 June 2018

Approved unanimously by the NARNiHS Steering Group (email vote): 11 June 2018

- 1) The NARNiHS Steering Group (hereafter SG) consists of 9 members.
 - a) There must always be at least one student SG position among the 9 members.
 - b) While it cannot be guaranteed, it is desirable to maintain a broad representation among the members of the SG:
 - geographically (e.g. by home institution; etc.);
 - disciplinarily (e.g. by research focus: theoretical, methodological, languages; etc.);
 - socially (e.g. by gender, ethnicity, ability, sexual orientation, etc.).

- 2) SG members serve a 3-year term.
 - a) SG terms are aligned with the calendar year and thus begin on January 01 and end on December 31. The change in SG membership will be announced no later than the NARNiHS meeting at the LSA Annual Meeting in early January each year.
 - b) In the event that a member is unable to complete the 3-year term, a new member will be chosen to finish out the term of the member who has stepped down prematurely. The new member filling the vacated position will be the runner-up from the most recent election preceding the resignation of the member being replaced.

- 3) SG members may serve up to two consecutive terms.
 - a) After two consecutive terms of service, an SG member is required to step down from the SG for at least one year before being eligible to serve again.

- 4) Terms of service on the SG are staggered so that the term of 3 members of the SG expires every year (i.e., in Year X, the term for positions 1, 2, 3 expires; in Year Y, the term for positions 4, 5, 6 expires; in Year Z, the term for positions 7, 8, 9 expires). This ensures some degree of continuity in the group to help with “institutional/organizational memory”.¹

- 5) The SG will select from its ranks, during its meeting at the LSA Annual Meeting in early January (see 7.a.i. below), the following officers:
 - a) A convenor. The convenor is responsible for coordinating the work of the SG and serves as the official point of contact for the NARNiHS SG when such is required (e.g., interacting on Sister Society business with the LSA). The convenor is chosen for a 1-year term, renewable up to 3 years (if approved for renewal by the SG), but not to exceed the natural term limit of the individual chosen.

¹ To provide organizational stability and continuity during the early years of NARNiHS, the initial (2018) cohort of the NARNiHS Steering Group will follow a staggering of terms as follows: positions 1, 2, 3 expire after a normal 3-year term; positions 4, 5, 6 expire after an extended 4-year term; positions 7, 8, 9 expire after an extended 5-year term. Each of the 9 positions in the initial cohort is eligible for re-election to a second (normal 3-year) term, such that positions 1, 2, 3 could potentially serve a total of 6 years, positions 4, 5, 6 could potentially serve a total of 7 years, and positions 7, 8, 9 could potentially serve a total of 8 years, before being required to step down from the SG for at least one year (see 3.a. above).

- b) A secretary. The secretary is responsible, with the convenor, for maintaining the records of NARNiHS, including: any documents (both internal and external) generated as a result of SG activity; minutes of any SG meetings; etc. The secretary is also responsible for maintaining an updated NARNiHS membership roster/email list. The secretary is chosen for a 1-year term, renewable up to 3 years (if approved for renewal by the SG), but not to exceed the natural term limit of the individual chosen.
 - c) An elections officer. The elections officer is responsible (with the convenor and secretary as election monitors), for managing the SG elections every year: collecting nominations, preparing the online voting interface, sending out the ballot, monitoring returns, tallying the votes, and announcing the results. The elections officer is chosen for a 1-year term, renewable up to 3 years (if approved for renewal by the SG), but not to exceed the natural term limit of the individual chosen.
- 6) New members of the SG are chosen as follows:
- a) All candidates for SG membership must be active members of NARNiHS (as verifiable by the NARNiHS membership roster/email list maintained by the SG secretary).
 - b) Candidates for SG service should be willing to devote the time and energy necessary to ensuring the stability and continuity of NARNiHS as a scholarly research network.
 - c) Candidates to replace outgoing SG members can be identified:
 - through nomination by members of the SG;
 - through nomination submitted to the SG by another NARNiHS member;
 - through self-nomination submitted to the SG.
 - d) A call for nominations is circulated via the NARNiHS listserv on November 01, with nominations accepted through November 30.
 - e) Candidates identified by the mechanisms listed in 6.c.) above are contacted by the SG to determine willingness and ability to serve.
 - f) Final selection of new SG members is made through a vote by the full NARNiHS membership (as determined by the NARNiHS membership roster maintained by the SG secretary).
 - g) Voting opens December 01 and closes December 15.
 - h) Voting takes place electronically and anonymously through an online platform.
 - i) NARNiHS members cast votes for three individuals from the pool of candidates. The three candidates receiving the highest raw vote totals are elected as new SG members. Runner-up candidates may be called on to serve on the SG in the event that a sitting member is unable to finish the standard 3-year term (see 2.b. above).
- 7) The NARNiHS Steering Group convenes (both face-to-face and by video conference):
- a) Quarterly:
 - i) During the NARNiHS meeting at the LSA Annual Meeting in early January.
 - ii) During the NARNiHS @ KFLC meeting in mid-April.
 - iii) Toward the end of the summer / start of the fall session of the academic year.
 - iv) At a convenient time during the 4th quarter of the calendar year.
 - b) As needed between quarterly meetings to ensure the smooth operations of the organization and its activities.