

BYLAWS OF THE INTERNATIONAL SOCIETY OF QUANTUM BIOLOGY AND PHARMACOLOGY

BYLAW I Name

The name of this organization shall be the International Society of Quantum Biology and Pharmacology (hereinafter referred to as “the SOCIETY”).

BYLAW II Goals of the SOCIETY

Section 1. The goals of the SOCIETY shall be to promote all aspects of computer-based research in subjects at the interface of chemistry, biology and medicine through:

- a) Providing a forum for chemists, pharmacologists and biologists to discuss and extend the impact of computational methodologies on all of biology, chemistry, medicinal chemistry, chemical biology, drug discovery, pharmacology, bioinformatics, genomics and proteomics.
- b) Constituting an interface between scientists working in the areas of theoretical chemistry and computer science with those performing experimental studies.
- c) Providing opportunities for student training
- e) Nurturing interactions with other disciplines and other societies so as to foster interdisciplinary research.

Section 2. The SOCIETY shall publish an annual newsletter, and maintain a Web site, which shall be the official organs of the SOCIETY.

Section 3. The SOCIETY may select a journal in which to publish materials related to SOCIETY business, such as meeting abstracts, educational materials and special collections of research papers.

Section 4. The SOCIETY will award prizes on a biannual basis according to procedures defined in these bylaws. The recipients of these awards will be invited to present plenary lectures at the ISQBP President’s meeting.

BYLAW III Members and Affiliates

Section 1. Membership in the SOCIETY. Any interested scientist may join the SOCIETY by either (i) paying the annual dues established by the Executive Committee of the SOCIETY or (ii) by paying the registration fee for non-members at one of the meetings sponsored by the SOCIETY. Applications for membership shall be sent to the Secretary of the SOCIETY.

Section 2. Members of the SOCIETY shall have the privilege of:

- a) Voting, and holding elective positions in the SOCIETY;
- b) Paying reduced registration fees at SOCIETY-sponsored meetings or symposia held apart from the SOCIETY;
- c) Receiving the SOCIETY newsletter;

- d) Receiving notices and informative publications of interest to the membership of the SOCIETY;
- e) Suggesting subjects for future symposia, meetings or workshops organized, or sponsored by, the SOCIETY.
- (f) Posting relevant materials and discussion topics on the SOCIETY web site.

Section 3. A member may resign from the SOCIETY by submitting a resignation, in writing, to the Secretary during the year in which dues are paid. In the event of resignation, no refund of membership dues will be made.

Section 4. A member of the SOCIETY who is in arrears in payment of dues for one (1) year shall be stricken from the rolls. A member whose name was stricken shall, by request, be restored to the rolls after payment of delinquent dues has been made.

BYLAW IV Officers and Executive Committee

Section 1. The officers shall be MEMBERS of the SOCIETY and shall consist of a President, a Vice-President, a Secretary, a Treasurer, and three (3) councilors. The posts of Secretary and Treasurer may be held by a single individual.

Section 2. Duties of the Officers:

- a) It shall be the duty of the President to call and preside at meetings of the Executive Committee, to carry out the decisions and recommendations of that Committee, to preside at business meetings of the SOCIETY, to appoint committees, and to advise them concerning policies and procedures. The President shall also work with the Executive Committee in making arrangements for symposia, meetings and workshops. The President will also organize the ISQBP President's meeting during his/her second year of office. The President will also delegate an Executive Committee member to oversee and maintain the SOCIETY web site.
- b) In the absence of the President, those duties, except for the requirement to organize the ISQBP President's meeting, shall devolve upon the Vice-President.
- c) It shall be the duty of the Secretary to keep a record of the proceedings of the SOCIETY and of the Executive Committee, to maintain a list of members and affiliates, to send to members such notices as the business of the SOCIETY may require, to administer all elections and ballots, and to carry out all duties outlined in the Bylaws of the SOCIETY. The Secretary shall submit an annual report to each member of the Executive Committee, and which shall be made available to SOCIETY members by the time of the annual business meeting. The Secretary shall submit a report to the SOCIETY at its annual business meeting, and shall send, or arrange to be sent, to each member in good standing abstracts of papers to be presented before the SOCIETY. If possible, abstracts should be mailed to participants at least two weeks before meetings of the SOCIETY.
- d) The Treasurer shall be in charge of the funds of the SOCIETY. The Treasurer shall collect dues and other revenues and shall make all disbursements, subject to the approval of the President and/or the Executive Committee. The Treasurer shall carry out all the duties specified in the Bylaws of the SOCIETY. The Treasurer shall submit a report to the SOCIETY at its annual business meeting. The Treasurer shall forward to the Secretary the names of SOCIETY members and affiliates who have paid annual dues.

Section 3. The Executive Committee:

- a) The Executive Committee shall consist of the Officers of the SOCIETY, the immediate Past President, and three (3) Councilors.
- b) Among the duties of the Executive Committee shall be: to plan meetings, symposia and workshops; to appoint the Editor of the SOCIETY newsletter; to formulate suitable long-range plans for all activities of the SOCIETY; to organize, plan, direct, implement and in general oversee all aspects of the SOCIETY symposia, meetings and workshops; to appoint a Program Chairman (and Assistant Program Chairman, if desired) to organize, plan, direct, implement and in general oversee all aspects of SOCIETY symposia, meetings and workshops; and, in general, to further the purposes of the SOCIETY and protect its welfare. It shall select, or direct the Program Chairman to provide for the selection of an organizer for each symposium.
- c) The Executive Committee shall meet at the times of the annual business meeting of the SOCIETY. In addition, the Committee may transact its business by mail, or other means of communication, including e-mail. A quorum shall consist of a majority of the members of the Committee. In so far as it is possible, Executive Committee members shall agree to attend all ISQBP President's meetings that are held during their term of office.

Section 4. Elections:

- a) The President shall appoint a Nominating Committee, consisting of two (2) SOCIETY members, not later than April 1. This Committee shall present to the Executive Committee of the SOCIETY, by mail or e-mail, a list of at least two candidates for each office to be filled, and a list of candidates equal to at least one more than the total number of Councilors to be selected in that year, after having ascertained that the nominees are willing to serve. The Nominating Committee shall be discharged following the submission of its report.
- b) Nominations may also be made by members of the SOCIETY provided that each nomination is supported by the signatures of at least 5% of the SOCIETY members. These nominations must be received by the Secretary prior to April 15, and shall be included on the ballot with the names submitted by the Nominating Committee.
- c) The Vice-President, Secretary, and Treasurer shall be elected by a plurality of the ballots cast by members of the SOCIETY, as determined by mail or e-mail ballots sent out by the Secretary no later than the June 1 most closely preceding the commencement of their respective terms of office. To be counted, marked ballots must be received by the Secretary on or before August 1. This election procedure can be replaced by a secret ballot held as part of the ISQBP President's meeting if approved by members of the Executive Committee.
- d) All candidates for Councilors shall appear on a mail or e-mail ballot. On each ballot, votes may be cast for as many candidates as there are Councilor positions to fill. The Councilor positions, if any, will be filled in order by the candidates receiving the most votes until all Councilor positions have been filled. This election procedure can be replaced by a secret ballot held as part of the ISQBP President's meeting if approved by members of the Executive Committee.
- e) In the event of a tie vote for an officer or Councilor, the winner shall be determined by a plurality of the ballots cast by members of the Executive Committee of the SOCIETY, as determined by e-mail ballots sent out by the Secretary no later than the August 1 immediately following the vote. To be counted, votes must be received by the Secretary on or before September 15. In the event of a tie vote by the Executive Committee of the SOCIETY, the President of the SOCIETY will decide the winner by a coin flip witnessed by the Secretary of the SOCIETY or by a person designated by the Secretary of the SOCIETY, on or before October 1 following the tie vote by the Executive Committee.

Section 5. Terms of Office:

- a) The President shall serve for the term of two years beginning on January 1 following the election or until a successor qualifies.
- b) The terms of the Vice-President, Secretary, Treasurer, and Councilors shall begin on January 1 following their election.
- c) The term of the Vice-President shall continue until the Vice-President succeeds to the office of President.
- d) The Secretary, Treasurer, and Councilors, shall serve for three-year terms or until their successors take office. A partial term of one or two years shall be used when necessary to establish or restore rotation of three-year terms of these Officers and Councilors.
- e) Upon expiration of the term of the President, or upon the occurrence of a vacancy in the office of President, the Vice-President shall succeed to the Presidency. If the office of Vice-President is vacant, the new President shall be appointed by the Executive Committee. If an individual becomes President when less than nine months remain in the current term of office, the term of the President shall be the unexpired portion of the current term, plus one year.
- f) A vacancy in the office of Secretary or Treasurer shall be filled through appointment of the Executive Committee. Appointments so selected shall serve for the balance of the unexpired term, however, if such a remainder of a term is one year or less, the appointee shall serve for such remainder plus one year.
- f) A vacancy in the office of Councilor shall be filled through appointment of the Executive Committee. Appointments so selected shall serve for the balance of the unexpired term.
- g) The office of Vice-President may not be held by a person who has held the office of immediate Past President within the preceding four years.
- h) An Editor of the SOCIETY newsletter, who must be a SOCIETY member in good standing, shall be appointed by the Executive Committee. The Editor's term shall begin on January 1, and extend for three years, or until a successor takes office. The Editor may be re-appointed by the Executive Committee.
- i) An organizer for the SOCIETY web site, who must be a member in good standing, shall be appointed by the Executive Committee. The organizer's term shall begin on January 1, and extend for three years, or until a successor takes office. The web site organizer, who may also be the Editor of the SOCIETY newsletter, may be re-appointed by the Executive Committee.

BYLAW V
Committees

Section 1. There will be an Advisory committee of the SOCIETY composed of past ISQBP Presidents who are not members of the Executive Committee of the SOCIETY. In so far as it is possible, Executive Committee members shall agree to attend all ISQBP President's meetings that are held while they are members of this committee.

Section 2. Committees requested to complete specific assignments or investigate various SOCIETY problems may be appointed by the President. The President or successors may discharge any such special committee no longer needed, or may alter its membership. When a special committee renders its definitive report, it shall cease to exist.

Section 3. Standing Committees may be authorized by the Executive Committee and appointed by the President with the consent of the Executive Committee, to study recurrent or and long-range problems or issues. The membership of a Standing Committee may be altered by the President after consultation with the Chairman of that committee, and with the consent of the Executive Committee. When a Standing Committee is no longer needed it may be discharged by the President as directed by the Executive Committee. Appointments to Standing Committees shall generally be for three-year terms, beginning January 1. A member of a Standing Committee may be reappointed for a second term.

BYLAW VI Dues

Section 1. Members of the SOCIETY shall pay annual dues in advance in an amount determined by the Executive Committee.

BYLAW VII Meetings

Section 1. The SOCIETY shall hold at least one technical symposium annually; however, this requirement may be modified by the Executive Committee in accordance with the bylaws of the SOCIETY.

Section 2. The annual business meeting of the SOCIETY shall be held at the time of the required meeting of the SOCIETY unless the Executive Committee votes otherwise. SOCIETY business requiring a vote of the membership shall be conducted only at this meeting or by ballot, except as provided elsewhere in these bylaws.

Section 3. Special meetings of the SOCIETY may be called by the Executive Committee, if notice is given to the membership in writing, or by publication in the official organs of the SOCIETY at least one month in advance. If business is to be conducted at such a meeting, the notice of the meeting shall state the exact nature of the business to be considered, and no other business is to be transacted at the meeting.

Section 4. Those members of the SOCIETY present at any annual or special meeting shall constitute a quorum.

Section 5. The fee for registration at any special meeting of the SOCIETY shall be decided by the Executive Committee in accordance with the Constitution and Bylaws of the SOCIETY. It may be reduced for members by an amount up to that of the membership dues.

BYLAW VIII Presentation of Papers

Section 1. The President and/or Executive Committee shall be responsible for the selection of papers to be presented at meetings of the SOCIETY. These SOCIETY officers may delegate this authority to a designated organizer or a committee created for this purpose. The Executive Committee or its designee shall reject any paper which is not appropriate for a program of this SOCIETY. The Executive Committee or its designee may submit any paper of doubtful suitability to a reviewer or to a committee appointed by the President at the request of the Executive Committee.

BYLAW IX Society Awards

The ISQBP Award in Computational Biology will be given biannually at the President's Meeting to an individual who has performed high-quality research in a field of interest to the ISQBP and has served the society or the interests of the society. The awardee will present a plenary lecture at the meeting and receive a plaque commemorating the award.

ISQBP Loew Lectureship, established by the SOCIETY in 2004 to honor the memory of Gilda Loew, will be given biannually at the President's Meeting to an individual that has performed high-quality research in a field of interest to the ISQBP, usually with emphasis in an area of research that would have been of particular interest to Gilda Loew. The awardee will present a plenary lecture at the biannual ISQBP President's Meeting and receive a plaque commemorating the award.

ISQBP Loew Memorial Fund Prizes, established to memorialize Gilda Loew's special interest in the development of young scientists in the fields of quantum biology and related disciplines, will be awarded to support attendance of graduate students and post-doctoral researchers at ISQBP-sponsored events. Recipients will be chosen on the basis of poster or lecture abstracts by the President and/or Executive Committee members.

BYLAW X Subgroups

Section 1. The SOCIETY may organize within itself one or more units, known as Subgroups, which shall be established to cover a specified portion of the general field of the SOCIETY. Each such Subgroup shall operate in conformity with the bylaws of, and shall be responsible to, the SOCIETY. Membership in the SOCIETY shall be a requirement for participation in a Subgroup. Members may join the Subgroup by request to the Secretary of the SOCIETY.

Section 2. Formation or discontinuance of a Subgroup shall be at the discretion of the Executive Committee of the SOCIETY. Steps to initiate a Subgroup may be taken by action of the Executive Committee, or by a petition of at least 20 members of the SOCIETY to the Executive Committee.

- a) The scope of the activities of a Subgroup shall be defined by the Executive Committee of the SOCIETY.
- b) All activities of a Subgroup shall conform to the Bylaws of the SOCIETY.

Section 4. Upon establishment of a Subgroup, the Executive Committee of the SOCIETY shall appoint a Chairman and a Chairman-Elect of the Subgroup, who are MEMBERS and will be members in the Subgroup, and who shall serve for the organizational year or until the next regular election of the SOCIETY. Thereafter, the Chairman-Elect of the Subgroup shall succeed to the office of Chairman and the members of the Subgroup shall nominate and elect a Chairman-Elect, who must be willing to serve in this position. The Chairman of the Subgroup may be permitted to be a member of the Executive Committee of the SOCIETY.

- a) The terms of office of the Chairman and Chairman-Elect of the Subgroup shall be one year.
- b) A Chairman-Elect of the Subgroup shall be elected each year by members of the Subgroup in accordance with election procedures authorized by the SOCIETY.
- c) Upon expiration of the term of the Chairman of the Subgroup, or upon the occurrence of a vacancy in the office of Chairman, the Chairman-Elect of the Subgroup shall succeed to the office of Chairman.
- d) The Secretary and Treasurer of the SOCIETY shall be ex-officio to the Secretary of the Subgroup and the Treasurer of the Subgroup.
- e) The Chairman of the Subgroup may appoint such committees as may be necessary to conduct the activities of the Subgroup.

Section 5. The necessary expenses of the Subgroup shall be authorized by the Executive Committee of the SOCIETY from SOCIETY funds and be paid to the Subgroup upon proper authorization and verification of expenses by the Subgroup officers. Funds earned or collected by the Subgroup, and expenditure thereof, shall be under the control of the Subgroup.

BYLAW XI
Amendments

Section 1. Amendments to these bylaws may be proposed by the Executive Committee, or by petition of the SOCIETY members, provided that 5% of the members sign the petition. The bylaws may be amended at the annual business meeting of the SOCIETY by an affirmative vote of the majority of members present, provided one month's notice of the proposed amendment with the text thereof has been sent to the members of the SOCIETY. Amendment by mail ballot is permissible provided that the deadline for receipt of ballots be fixed at not less than one month after the text of the proposed amendment and the ballot have been mailed. An affirmative vote of a majority of those voting is necessary for amendment by e-mail ballot.

Section 2. An amendment to these bylaws, after adoption by the SOCIETY, shall become effective upon approval by the Executive Committee, unless a later date is specified in the amendment.

BYLAW XII
Dissolution

Upon dissolution of the SOCIETY and the discharge of its debts and the settlement of its affairs, any assets of the SOCIETY remaining thereafter shall be conveyed to such organization then existent as is dedicated to objects similar to those of the SOCIETY, so long as whichever organization is selected by the Executive Committee of the SOCIETY at the time of dissolution shall be exempt under Section 501(c)(3) of the Internal Revenue Code of 1954 as amended or under such successor provision of the Code as may be in effect at the time of the SOCIETY's dissolution.