

# EVIDENCE IN GOVERNANCE AND POLITICS (EGAP)

## BYLAWS

### ARTICLE I: PURPOSES

EGAP is dedicated to designing and implementing experimental research on topics of governance, politics, and institutions. We seek to forge partnerships between researchers and practitioners committed to high quality research on the politics of global development, advance evidence-based policy making, and improve the quality of experiments in the social sciences.

### ARTICLE II: MEMBERSHIP

**Section 1. Types of Members and their Qualifications.** The Board of Directors (See Article III) shall determine the qualifications, dues, terms, and other conditions of each type of member. There shall be the following types of members:

a. **Academic members:** researchers who have achieved distinction in the design, implementation, or analysis of experiments.

b. **Institutional members:** non-profit organizations engaged in policy-making, program implementation or impact evaluation, whether governmental or non-governmental, with demonstrated interest or expertise in the use of experimental methods.

**Section 2: Selection.** Academic members and institutional members are selected for open ended terms through open competition managed by member committees (Article V). Ad hoc applications (applications submitted outside of the open competition) from institutions will also be considered; these applications will be evaluated by the Board of Directors. Ad hoc applications from individual academic researchers will not be considered. Selection will reflect the expected qualifications described in Section 1 and seek to promote excellence and diversity including with respect to gender, region, academic discipline and academic rank.

**Section 3. Removal.** The Board of Directors will review the roster annually and may elect to remove members or open a call for new members. Members may be removed from the membership roster by a unanimous vote of the Board of Directors for cause, which is defined as illegal conduct or academic fraud, and in cases where membership is deemed by the Board of Directors to have lapsed due to inactivity or failure to meet the membership qualifications described in Section 1. Members that have been removed from the roster may reapply through the general procedure.

**Section 4. Voting Rights.** Only members shall have the right to vote on those items specified in Section 6 (below), as well as to vote on such other issues as the Board of Directors may choose to bring before the members.

**Section 5. Reporting.** The Executive Director shall report annually to the general membership on EGAP's financial situation and on the activities of the Board of Directors, including the activities of committees or task forces. Updates will also be provided at business meetings of EGAP plenary and workshop meetings.

**Section 6. Quorum and Voting.** For purposes of electing members of the Board of Directors and officers, approving amendments to the Bylaws, or removing members of the Board of

Directors or officers, on-line elections will be held. For these on-line elections, a quorum shall consist of one half of the total voting membership. A three member organizing committee shall be appointed by the Board of Directors to organize the election of the Executive Director; and by the Executive Director for all other elections. The organizing committee will make and invite nominations, which may be self-nominations. All voting for positions will use a form of approval voting: voting members indicate approval for as many candidates as they wish and the total number for each candidate are counted. If applicable, quotas for institutional members and academic members are first filled based on vote count within their categories and then remaining positions are filled. Ties are to be broken by lottery. The organizing committee may have access to votes but not reveal the voting behavior of a voter except at the request of the voter in question. At least two week's notice is to be provided for both nominations and voting.

### **ARTICLE III: BOARD OF DIRECTORS**

**Section 1. Powers.** There shall be a Board of Directors, which shall supervise and control the business, property, and affairs of EGAP, except as otherwise expressly provided by law or these Bylaws.

**Section 2. Number and Qualifications.** The members of the founding Board of Directors shall be those individuals elected in 2013. These founding members of the Board of Directors shall serve until their successors are elected and qualified. Thereafter, the Board of Directors shall be composed of seven ordinary members at least two of these shall be drawn from representatives of the institutional members and three from the academic membership. Members of the Board that are elected from among the representatives of the institutional membership are elected in their individual capacity and do not serve as representatives of the institutional members. The Executive Director serves as a nonvoting *ex officio* member of the Board of Directors and chairs meetings of the Board of Directors.

**Section 3. Election and Term of Office.** The members of the Board of Directors shall be elected by the voting members via on-line elections. Members of the Board of Directors shall serve for a term of four years, with the exception of the founding Board of Directors, four of whom will serve for two years. The Executive Director will determine a method for choosing which members of the founding Board of Directors will serve two or four year terms. All terms of office are renewable.

**Section 4. Resignation.** Any member of the Board of Directors may resign at any time by giving written notice to the Executive Director. Such resignation shall take effect at the time specified therein, or, if no time is specified, at the time of acceptance thereof as determined by the Executive Director.

**Section 5. Removal.** Any member of the Board of Directors may be removed from such office, with or without cause, by a two-thirds vote of the voting members at any regular on-line election. Members of the Board of Directors that forgo ordinary membership of EGAP, or members that cease to represent institutional members, are automatically removed from the Board of Directors. To place a vote for removal on the on-line ballot, any member need only present a petition for removal to the Executive Director signed by five other members.

**Section 6. Vacancies.** Vacancies shall be filled by majority vote of the remaining members of the Board of Directors for the unexpired term.

**Section 7. Regular Meetings.** A regular annual meeting of the Board of Directors shall be held each year, at such time, day, and place as shall be designated by the Board of Directors. Regular meetings may be held virtually or in-person.

**Section 8. Special Meetings.** Special meetings of the Board of Directors may be called at the direction of the Executive Director or by a majority of the voting members then in office, to be held at such time, day, and place as shall be designated in the notice of the meeting. Special meetings may be held in-person or virtually.

**Section 9. Notice.** Except by unanimous consent, notice of the time, day, and place of any meeting of the Board of Directors shall be given at least 14 days previous to the meeting and in the manner set forth in Section 2 of Article VII. The purpose for which a special meeting is called shall be stated in the notice.

**Section 10. Quorum.** Two thirds of the Board of Directors then in office shall constitute a quorum for the transaction of business at any meeting, whether in person or virtual, of the Board of Directors. Voting by members of the Board of Directors who attend the meeting virtually, via phone or internet, shall be permitted. Each director shall have one vote.

**Section 11. Conflicts of Interest.** In the event that any member of the Board of Directors has a conflict of interest that might properly limit fair and impartial participation in Board deliberations or decisions, such member shall inform the Board as to the circumstances of such conflict. "Conflict of interest," as referred to herein, shall include but shall not be limited to, any transaction by or with EGAP in which a member of the Board of Directors has a direct or indirect personal interest, or any transaction in which a director is unable to exercise impartial judgment or otherwise act in the best interests of EGAP.

No member of the Board of Directors shall cast a vote, or take part in the final deliberation in any matter in which he or she, or members of his or her immediate family has a personal interest that may be seen as competing with the interest of EGAP. Any member of the Board of Directors who believes he or she may have such a conflict of interest shall so notify the Executive Director prior to deliberation on the matter in question, and the Executive Director shall make the final determination as to whether any director has a conflict of interest in any matter. The Executive Director shall notify the entire Board of Directors in case the Executive Director has a conflict of interest. The minutes of the Board of Directors meeting shall reflect disclosure of any conflict of interest and the recusal of the interested director.

#### **ARTICLE IV: OFFICERS**

**Section 1. Officers.** The officers of EGAP shall consist of an Executive Director and a Treasurer. One person may not hold more than one office.

**Section 2. Election of Officers.** The Executive Director shall be elected by electronic poll of all EGAP members and the treasurer will be appointed by the Board of Directors. Voting procedures shall be as described Section II.6. .

**Section 3. Term of Office.** The officers shall hold office for three years until their respective successors shall have been duly elected and installed.

**Section 4. Resignation.** Any officer may resign at any time by giving written notice to the

Executive Director, or to the Board of Directors in the case of the Executive Director. Such resignation shall take effect at the time specified in the notice, or if no time is specified, then immediately.

**Section 5. Removal.** Any officer may be removed from such office, with or without cause, by a vote of four ordinary members of the Board of Directors at any regular on-line election expressly for that purpose. To place a vote for removal on the on-line ballot, any EGAP member need only present a petition for removal signed by five other members either to the Executive Director or to the Board of Directors.

**Section 6. Vacancies.** A vacancy in any office shall be filled by the Board of Directors for the unexpired term.

**Section 7. Executive Director.** The Executive Director shall give active direction and have control of the business and affairs of EGAP. He or she may sign contracts, or undertake other actions prescribed by the Board of Directors.

At the beginning of each fiscal year, the Executive Director will prepare an annual budget for EGAP activities to be approved by the Board of Directors. The Executive Director is responsible for authorizing spending according to the approved budget, but is not permitted to authorize spending in excess of 20% of the approved budget for any major budget category without approval by the Board of Directors. If the Executive Director anticipates that annual total expenditures will exceed the approved budget by more than 10% or that the annual balance deficit is will exceed 10% of income, he or she must submit a revised budget to the Board of Directors and obtain approval. At the end of each fiscal year, the Executive Director will prepare a written report on EGAP activities.

**Section 8. Treasurer.** The Treasurer shall oversee all financial administration of the EGAP network. The Treasurer shall review financial statements and report to the Board of Directors on EGAP's financial position at annual Board of Directors meetings.

## **ARTICLE V: COMMITTEES**

**Section 1: Committees and Task Forces.** The Executive Director may create committees and task forces to facilitate EGAP's policy-making and activities. These may include, but are not limited to, meeting committees, membership committees, election committees, and fund raising committees as well as committees tasked with particular activities including publications, standards, and grant making.

**Section 2. Rules.** Each committee and task force may adopt rules for its meetings not inconsistent with these Bylaws or with any rules adopted by the Board of Directors.

## **ARTICLE VI: AMENDMENTS TO BYLAWS**

These Bylaws may be amended or new Bylaws adopted upon the affirmative vote of two thirds of the membership or of six of seven ordinary members of the Board of Directors.

**ADOPTED:** 1 November 2013