

OPERATIONS MANUAL and BYLAWS

NORTH CENTRAL SECTION THE WILDLIFE SOCIETY

Revised: January 10, 2013

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0.1 PREFACE

Purpose and Use. This manual has been assembled to assist officers and committee members of the North Central Section of The Wildlife Society in carrying out their duties and responsibilities.

This manual is for Society use only and should be conveyed to new officers. Each officer and the Section Representative to Council is responsible for the use, care, and transfer of this manual.

Description of Manual. The manual is organized into major categories called "parts". Each "part" is subdivided by descriptive titles, coded by a decimal system, and identified by separators. Cross references are indicated parenthetically when related materials occur elsewhere in the manual. Pages are numbered only within sections, thus allowing for additions, deletions, or other alterations.

Instructions for Manual Maintenance.

Transfer. It is the responsibility of each manual holder to ensure that an updated manual is transferred in its entirety to the appropriate succeeding officer or individual.

Amendments. Suggestions for additions, replacements, or other changes should first be sent to the manual holders (Section Officers and Section Representative) for comment. Final approval of amendments requires a majority vote of a quorum of the Executive Board. The Section membership must be notified of adopted changes at the next Annual Meeting.

As you use this manual, you will note ways to improve it. Please submit your suggestions to the Section Secretary.

0.2 RECORD OF MANUAL AMENDMENTS

(Amendment) Change Number	Date of Change	Date Entered	Change Entered by (signature)
1.7	10 December 2001	9 January 2002	Scott Johnson
Reformatted	January 2004	January 2004	John H Schultz
Historical updates		December 2008	Jeff S Lawrence
Historical update, revision and reformatting	December 2012	January 2013	John P Loegering

1.0 POSITION DESCRIPTIONS AND DUTIES OF THE EXECUTIVE BOARD

1.1 TITLE: DUTIES OF THE PRESIDENT

The President is responsible for administering all North Central Section business. The President will organize and preside at the Section Executive Board meeting and Annual Meeting, appoint and direct committee chairpersons, and represent the Section in public and professional appearances, and through correspondence. The President shall have general supervision of the Section officers, shall appoint, with the advice of the Executive Board, the chairpersons of all regular and special committees, and shall be an *ex officio* member of all committees, except the Nominating and Elections Committee. The President may represent the Section or appoint alternate representatives to other Section or Society Boards, committees, or meetings.

1.1.1 During the term of office, the President will be called upon to conduct certain Section business at particular times of the year. The following is a flowchart of these duties and times:

A. December - January:

Assume presidency.

Assume responsibility for Society and Section Operations Manuals.

Within 20 days after the election of officers, send the Society the New Officer Report Form which should be available from the outgoing President. A copy of the form can also be found in the Society's Operations Manual. Provide a copy of the completed form to the Section Representative as well.

Obtain from the President-Elect a current address list of Presidents of State and Student Chapters within the Section to determine membership of the Executive Board and to aid in the selection of committee chairpersons. This list may automatically be provided by The Wildlife Society.

Appoint a webmaster and committee chairpersons (for Nominating and Elections, Professional Award of Merit, Resolutions and Public Statements, Membership, Program, Publicity, and Audit). Provide the Secretary a list of all committee members by the end of January (see 1.41, 1). The list should include name, address, telephone number, fax number and e-mail address.

B. February:

Prepare and send a letter requesting nominations for the Professional Award of Merit to the Executive Board by 15 February (see 2.21).

Prepare President's column for spring/summer Newsletter.

C. April-July:

Distribute Section's Student Chapter Award Nominees to Executive Board for selection of the award. See 2.23 page 1.

Contact committee chairpersons regarding progress on continuing education, awards, membership, etc.

D. August-September:

Plan tentative Executive Board and Annual Meeting agendas and contact Midwest Conference host state to arrange for meeting rooms for the Executive Board and the Annual Meeting.

Prepare President's column for fall/winter Newsletter.

Ask Nominating and Elections Committee Chairperson for names and backgrounds of nominees to be forwarded to the President-Elect for inclusion in Section Newsletter by 15 September.

The Professional Award of Merit Committee should select potential recipients of the award, if any, and submit a list of potential recipients with supporting information in decreasing order of preference to the President by 1 September preceding the Annual Meeting. The President submits the ranked list of potential recipients to the Executive Board for their individual ballot which are returned to the President by 1 October. Ballots are counted by the President.

E. October:

Work with officers, committee chairpersons, and host state to ensure that Annual Meeting arrangements are completed.

Confirm meeting attendance by Section Representative, Society President, Executive Director, or Field Director.

Prepare, or have prepared, a citation for the Professional Award of Merit in accordance with the committee's and Executive Board's approval; present the original copy to the recipient and release copies to appropriate media at the time of presentation, and enter a

copy in the President's file. Order, or have ordered, the official plaque suitably engraved 30 days before the Annual Meeting. The name of the recipient is kept confidential until the award is presented at the Midwest Fish and Wildlife Conference.

F. November - December:

Send Executive Board a copy of the draft minutes from the previous Board meeting in anticipation of approval at the upcoming Executive Board meeting (see 1.41, 3) at the Midwest Fish and Wildlife Conference. Send tentative agenda for the upcoming Executive Board Meeting and Annual Meeting to Board members. Obtain confirmed election results from Chairperson of the Nominating and Elections Committee. Contact newly-elected Section officers, State Chapter Presidents and the two representatives of Student Chapters inviting them to the Executive Board Meeting and the Annual Meeting. Contact unsuccessful candidates by letter thanking them for their candidacy.

G. December - January:

Preside at Executive Board meeting.

Preside at the Annual Meeting up to (but not including) the agenda item "New Business."

Present Section Awards at Midwest Fish and Wildlife Conference (see 2.2).

Represent Section at Midwest Fish and Wildlife Conference banquet, if held.

Install new Section Officers and Board members.

Plan and coordinate officer transition and transfer of records.

Transfer Society Operations Manual to new Section President.

Thank Society officers by letter for their service to the Section.

1.2 TITLE: DUTIES OF THE PRESIDENT-ELECT

The President-Elect shall assume duties of President in the President's absence or upon the inability of the President to serve and shall perform any duties assigned by the President. The President-Elect should handle any special projects such as Bylaws revision, historical reviews, etc. as assigned by the President. The major responsibility of the President-Elect is editor of the Newsletter which is published twice yearly. The following timetable and guidelines will be useful to the President-Elect in producing the Newsletter:

1.2.1 During the term of office, the President-Elect will be called upon to conduct certain Section business at particular times of the year. The following is a flowchart of these duties and times:

A. January:

Obtain from The Wildlife Society, a current electronic mail and postal address list of State and Student Chapter Presidents within the Section. Provide a copy of the list to the President and keep a copy to use for requesting information for the Newsletter.

B. February:

Send a letter to Chapters, Section President (copy Section Officers), and Section Representative requesting a Newsletter article on activities since the last Newsletter. These activities should include meetings, projects, public statements, awards, etc. that would be of interest to members of the Section. Deadline for return of material should be 15 March. Reminders to Chapter presidents are often necessary to obtain this information in time for publication. A phone call or two is generally sufficient, but a reminder letter sent around 1 March helps as well. Obtain current photographs of the President, President-Elect, Secretary, Treasurer and Section Representative for the next two newsletters.

A DUES REMINDER SHOULD BE INCLUDED WITH THE NEWSLETTER. The spring/summer Newsletter is sent to all Society members residing in the Section as an aid in the annual membership drive. Also send the Newsletter to the library on the campus of universities with a student chapter.

C. March:

Compile information for the Newsletter. Any special articles such as the President's messages, editorials, etc. should bear the name of the author. Format similar to previous issues.

The spring/summer Newsletter should include:

- The President's column with picture.
- The Section Representative's column with picture.
- News from each of the Chapters in the Section.
- Articles on special topics of interest to Section members.
- Summary of Annual Meeting minutes. If space permits, also include a summary of the Executive Board minutes.
- Treasurers Report
- A listing of future conferences, workshops, symposia, and other meetings with dates, locations, fees, etc.
- An item promoting the next Midwest Fish and Wildlife Conference.
- An item promoting The Wildlife Society's next Annual Conference
- Publications available and upcoming.
- Pictures of the Section President, President-Elect, Secretary and Treasurer, including addresses, for the current year.
- A solicitation for interesting news items for the fall/winter Newsletter.
- A solicitation for nominations for the Section's Professional Award of Merit.
- A SECTION DUES REMINDER.
- A reminder of the 30 April application deadline for the Section's Student Chapter of the Year Award.
- A reminder of the 30 April application deadline for the National Chapter of the Year, and Student Chapter of the Year Awards.

Make 10 extra copies of the newsletter for special requests and distribution at the Annual Meeting.

Since approximately 2008, the newsletter has been distributed by email or posted on the chapter website and members were alerted via email or listserv.

Provide a copy of the Newsletter to the Webmaster for use in posting on the North Central Section webpage.

D. April:

Make arrangements with Treasurer for payment of costs associated with the Newsletter.

Complete the Newsletter and either distribute it electronically or deliver to printer along with photographs.

Ensure distribution of spring/summer Newsletter by 15 April.

Distribute Newsletters to all Society members residing in the Section, all subscribers from the previous year (Society members living outside the Section, libraries, etc.), all Chapter Presidents (including Student Chapters) within the Section, and the Society Executive Director and Field Director.

Submit to the Section Treasurer bills for newsletter preparation, printing, and distribution.

E. May:

Start preparations for the fall/winter Newsletter.

F. July:

Obtain from The Wildlife Society office an updated officer list for State and Student Chapters (to solicit information for the fall/winter Newsletter). Many elections are held in the winter and spring and offices change hands.

G. August:

Send letter to Chapters, Section President (copy Section Officers), and Section Representative requesting a newsletter article on activities since the last Newsletter. These activities should include meetings, projects, public statements, awards, etc. that would be of interest to members of the Section. Deadline for return of material should be around 15 September. Reminders to Chapter presidents are often necessary to obtain this information in time for publication. A phone call or two is generally sufficient, but a reminder letter sent around 1 September helps as well.

Request from The Wildlife Society a complete list of paid Section members (also available to Section Officers on the Society website). This list must be combined with the list of Section members who paid their Section dues directly to the Section Treasurer in order to generate a complete list of individuals to whom the fall/winter Newsletter is mailed. The fall/winter Newsletter is sent to Section members only (with the exception of libraries of student chapters - note: the library copies should *not* include a ballot). The President-Elect shall combine the two lists and provide one copy to the Secretary. The Secretary will send the same list this month to the Nominations and Elections Committee to aid officer candidate selection (see 1.41, 2).

A ballot is prepared for inclusion or announcement with the fall/winter Newsletter. It should contain a list of candidates, instructions, and should be posted electronically or returned to the Section Secretary. The details of each election shall be determined by the Executive Board.

H. September:

Compile information for the fall/winter Newsletter.

The fall/winter Newsletter should follow examples of previous newsletters and may include:

- The President's column with picture.
- The Section Representative's column with picture.
- News from around the Section.
- Articles on special topics of interest.
- Information on the upcoming Midwest Fish and Wildlife Conference.
- Explanation on election procedures.
- Slate of candidates for office with biographical sketch and pictures.
- A listing of future conferences, workshops, symposia, etc., with dates, locations, fees, etc.
- Publications available.
- Pictures and addresses of current Section President, President-Elect, Secretary, and Treasurer

I. October:

Complete Newsletter.

Make arrangements with Treasurer for payment of costs associated with the Newsletter.

Ensure expeditious delivery (i.e., electronic or first-class mailing) of fall/winter Newsletter by 15 October. Include balloting instructions for all members. Request that ballots be cast 14 days prior to the Annual Meeting, or as determined by the Executive Board and announced to members.

J. December - January:

Attend Section Executive Board Meeting and Annual Meeting held at the Midwest Fish and Wildlife Conference.

Bring copies of each Newsletter for review at the Annual Meeting.

Assume duties of President of the Section beginning with the agenda item "New Business."

Meet with new officers and coordinate plans for the next year.

Complete transfer of Operations Manual and other necessary files and material.

1.3 TITLE: DUTIES OF THE PAST-PRESIDENT

The immediate Past-President is an active and voting member of the Executive Board of the North Central Section of The Wildlife Society. The Past Presidents primary duties are to assist and advise the President in all matters concerning the Section and to conduct other duties as assigned by the President. The Past President serves as a key adviser to the President and may be asked to serve as chairperson of the Resolutions and Public Statements Committee (see 2.3)

The Past President is expected to attend Section Executive Board Meetings and the Annual Meeting; at the discretion of the President, the Past President will oversee various committees to ensure that they function properly.

1.4 TITLE: DUTIES OF SECRETARY

The Secretary is an elected officer of the Section. Duties include the following:

- Attend all Executive Board Meetings.
- Record and maintain minutes of Annual and Executive Board Meetings.
- Distribute copies of the Executive Board and Annual Meeting minutes to the following:
 - All Section Executive Board members (i.e., President, President-Elect, Secretary, Treasurer, Past-President, Section Representative, a representative from each State Chapter, and two Student Chapter Representatives).
 - Society Executive Director. Minutes should be distributed as soon as possible after the meetings.
- Prepare a *summary* of the minutes of Board Meetings and the Annual Meeting and send to the President-Elect for inclusion in the spring/summer Newsletter.
- Maintain Section membership roll in conjunction with the Treasurer. Be sure to include members of the Section who are not members of the Society as well as those who are.
- Order award certificates from Society and arrange for calligraphy and framing as needed for annual awards. Maintain a supply (or record the source of) official plaques for the Professional Award of Merit. Keep an example of an award plaque in the files to aid in the production of future plaques should a new source be required or chosen. Maintain a separate master list of all award recipients.
- Forward all bills for mailing, printing and other costs to the Treasurer for payment or reimbursement.
- Within 20 days after an election or other official action taken by the Section, provide a copy of such action to the Executive Director of The Wildlife Society and to the Section Representative.
- Update Section History (see 4.1), adding current officers, symposia, special awards, and other important Section action programs by 30 November.
- Serve as a member of the Nominating and Elections Committee.

1.41 During the term of office, the Secretary will be called upon to conduct certain Section business at particular times of the year. The following is a flowchart of these duties and times:

A. January:

Obtain the current list of Section officers and committee members from the President (see 1.11, 2) and distribute to each member on the list. The list should include name, address, telephone number, fax number, and e-mail address.

Ensure that Operations Manuals have been transferred from outgoing to incoming officers and file transfer forms. Mail "Student Chapter Annual Report and Student Chapter of the Year Award Application" (App. 4.41) to each Student Chapter by 1 February.

B. August:

Send membership list to Nominations and Elections Committee to aid officer candidate selection. The President-Elect requires the same list for the fall/winter Newsletter (see 1.27). The Secretary should obtain the complete (combined) membership list from the President-Elect.

C. October:

Send President a copy of the draft minutes from the previous Executive Board and Annual meetings. The President will mail these to the Executive Board in November along with draft agendas for the upcoming Board and Annual meetings (see 1.11, 7)

D. November:

Update History of the Section (see 4.1), adding current officers, symposia, special awards, and other important Section action programs and prepare copies for distribution to Executive Board.

By 15 November, forward election results and ballots received to Nominations and Elections Committee Chairperson. The Chairperson is responsible for confirming the ballot count. The Nominating and Elections Chairperson is responsible for providing the President a confirmed ballot count by 20 November (see 2.12,f.).

E. December-January:

Annual Meeting

- Bring copies of previous years' Annual and Board meeting minutes, a copy of the Section's bylaws, a list of current Executive Board members (for roll call), the current Section membership list, and Society membership applications.
- Set up membership table in conjunction with Treasurer at Midwest. Coordinate sales of proceedings with Treasurer (see 1.51, 3) and Publications Sales Coordinator (see 2.41).
- Read previous meeting minutes at Executive Board Meeting and take minutes (a tape recorder may be helpful).
- Read previous meeting minutes at Annual Meeting and take minutes.

Promptly after the meeting, send a draft copy of the minutes of the Executive Board Meeting and the Annual Meeting to the Executive Board for their review. After their review, send a corrected final copy of the minutes to past officers and newly-elected

Section officers, Section Representative, all Chapter Presidents (State and Student) within the Section, and the Executive Director, Field Director and President of The Wildlife Society. Final approval of the minutes must be obtained from members voting at the next appropriate meeting.

Within 20 days after the election of officers, send their names and addresses to the Executive Director of The Society and Section Representative.

The retiring Secretary should transfer records and Operations Manual to the newly-elected Secretary along with suggestions for changes, if any.

1.5 TITLE: DUTIES OF TREASURER

The Treasurer is an elected officer of the Section. Duties include the following:

- Maintain Section financial records and be responsible for Section funds. The Treasurer directly oversees the Section's General Fund and the Continuing Education Fund and coordinates closely with the Publication Sales Coordinator on the Symposium Fund account.
- Maintain Section dues, records, and inform Secretary periodically of active members for the updating of the membership roll.
- Sign checks paying bills for general operation of the Section. Monitor payments from the Symposium Fund account. All bills must be receipted and payments for all bills (other than Newsletter expenditures and petty cash disbursements) must be authorized by the Executive Board.
- Meet with the Audit Committee prior to or at the Midwest Fish and Wildlife Conference for examination of the General Fund, the Continuing Education Fund and Symposium Fund account records.
- Prepare and present financial statements for the Executive Board and Annual Meeting.
- Serve as a member of Executive Board of the Section.
- Forward financial records, funds and Operations Manual to incoming Treasurer.

1.51 During the term of office, the Treasurer will be called upon to conduct certain Section business at particular times of the year. The following is a flowchart of these duties and times:

A. February-March:

Ensure all funds are managed or invested appropriately (see Bylaws Article VII, Section 2, Clause C).

Receive General Fund, Continuing Education Fund, and Symposium Fund information from outgoing Treasurer.

Establish checking account for General Funds. A savings account is established for continuing education and symposium funds.

B. February-December:

Maintain Section dues and funds from membership and notify Secretary periodically of members who paid dues.

Pay Section bills from General Fund account.

C. December - January:

Annual Meeting at the Midwest Fish and Wildlife Conference:

- Provide cash box and receipt books.
- Meet with Audit Committee for examination of the General Fund, Continuing Education Fund, and Symposium Fund records (if not done prior to the meeting).
- Present annual Treasurer's Report at the Executive Board meeting.
- Present annual Treasurer's Report at the Annual Meeting.
- Meet with new Treasurer, if present.

D. January-February:

Forward General Fund, the Continuing Education Fund, and Symposium Fund information and Operations Manual to newly elected Treasurer.

1.6 TITLE: DUTIES OF THE CHAPTER REPRESENTATIVE

The Executive Board of the North Central Section of the Wildlife Society includes a state representative from each member state with a State Chapter (usually the State Chapter President or the President's designee). In addition, 2 Student Chapter Representatives are elected annually at the Midwest Student Conclave.

Chapter Representatives are voting members of the Section's Executive Board. Their participation at meetings of the North Central Section Executive Board and the Annual Meeting is essential. Chapter Representatives should reflect the interests and concerns of their respective Chapters, are responsible through the Executive Board for guiding all activities of the Section, and should report to their respective memberships on activities of the North Central Section.

Chapter Representatives are responsible for ensuring representation of the Chapter at appropriate Section functions, either personally or through a designee.

1.7 TITLE: DUTIES OF THE SECTION REPRESENTATIVE

The Section Representative is elected by all voting members of the Society who reside within the North Central Section. The Section Representative serves for 3 years and can be re-elected to a second 3-year term. The Section Representative is a voting member of The Wildlife Society Council, the governing board of The Society. He/she is responsible for representing the interests of Society members residing in the Section on matters of policy, programs, and operations of The Wildlife Society.

The Section Representative appoints (with input from Chapter Presidents) and provides liaison with the Membership Coordinators of the Section (one per state). This network recruits new members and provides membership contact in each state (see 2.5 and Bylaws Article VIII, Section 2, Clause B). The Section Representative also appoints one member to the Student Affairs Committee of The Society. He/she also advises the President of The Wildlife Society on appointments to various committees of The Society.

The Section Representative is a voting member of the Executive Board of the North Central Section. He/she should make a verbal report on Society business at the Annual Meeting of the North Central Section. In addition, the Section Representative should attend as many Chapter and Student Chapter meetings as practical. The Society provides travel funds for this purpose.

It is recommended that the Section Representative routinely send a letter of congratulations and welcome to new State and Student Chapter Presidents within the Section.

1.71 During the term of office, the Section Representative will be called upon to conduct certain Section business at particular times of the year. The following is a flowchart of these duties and times:

A. March:

Attend Meetings of The Wildlife Society Council held in conjunction with the North American Wildlife and Natural Resources Conference.

Prepare Section Representative's column for spring/summer Newsletter of North Central Section including a summary of Council action at the March Council meeting (note: a very tight time schedule).

B. September - October:

Attend Annual Meeting of The Wildlife Society.

Prepare Section Representative's column for fall/winter Newsletter of North Central Section including, if possible, a summary of Council action at fall meeting (note: a very tight time schedule).

C. December - January:

Attend Executive Board and Annual Meeting of the North Central Section and make verbal report on Society affairs.

2.0 POSITION DESCRIPTIONS AND DUTIES SECTION COMMITTEES AND OTHERS

2.1 TITLE: NOMINATING AND ELECTIONS COMMITTEE

2.11 Nominations:

A Nominating and Elections Committee, including the Secretary, is appointed by President with the consultation of the Executive Board (see Bylaws Article V, Section 1).

The Committee shall prepare a slate of 2 candidates for each elected position; President-Elect, and either Secretary (term begins on even years), or Treasurer (term begins on odd years).

A slate of candidates will be selected each year. The President-Elect will assume the Section presidency in the second year of the term and past-president in the third year. The Secretary and Treasurer serve 2-year terms.

- All nominees must be current voting members of The Wildlife Society and Section.
- The Nominating Committee shall obtain approval from the nominated candidates.
- The nominee slate biographies and ballots shall be submitted to the membership via the fall/winter Newsletter at least 30 days prior to the Annual Meeting (see Bylaws Article V, Section 1, Clause C). Candidates may choose to include a photograph for publication in the newsletter. This newsletter is distributed by 15 October, therefore the President-Elect should receive the biographies and photographs no later than 30 September.
- A member may be elected for no more than 2 consecutive terms in the same office.
- Each candidate will provide a vitae for inclusion in the fall/winter issue of the Section Newsletter which will present the candidates to the membership. The following outline should be followed for the vitae:
 - a. Education
 - b. Employment history
 - c. The Wildlife Society activities
 - d. Other professional affiliations
 - e. Views

2.12 Balloting:

- Ballots should be cast by members by ~10 November. The Secretary should immediately tally the ballots and forward the results by 15 November to the Nominating and Elections Committee and the President (see 1.41, 4). In the event of a narrow voting margin between candidates, the Secretary shall obtain a confirmation of the count. The Chair of the Nominating and Elections Committee is ultimately responsible for confirming the Secretary's total ballot count.
- Only current members are eligible to cast a vote.
- The candidate receiving the largest number of votes on the written ballot shall be declared elected. No one may hold more than 1 elective position simultaneously.
- In the event of a tie vote, an uneven number of members of the Executive Board shall cast a secret deciding ballot.
- The Nominating and Elections Committee will forward balloting results to the President by 20 November (see 1.41, 4). The President will contact newly-elected officers in advance of the Annual Meeting informing them of results and inviting them to the Executive Board Meeting and Annual Meeting. The President will also contact unsuccessful candidates thanking them for their candidacy.

2.2 TITLE: AWARDS COMMITTEES

Four awards are routinely presented by the North Central Section: A Professional Award of Merit (see 2.21), Outstanding Wildlife Student Awards (see 2.24), and a Student Chapter of the Year Award (see 2.23).

Section awards are judged with assistance of 2 special committees: (1) Professional Award of Merit Committee (see 2.21), and (2) Outstanding Wildlife Student Award Committee (see 2.24). Committee chairpersons are appointed by the President with the consultation of the Executive Board. The President serves as an *ex officio* member of both committees. The Section President presents the Professional Award of Merit (plaque) at the banquet of the Midwest Fish and Wildlife Conference. If no banquet is held, the award should be presented during the plenary session. If that is not possible, the award should be presented in such a manner as to maximize the recognition value. At the very least, the award should be presented at the Section's Annual Meeting.

2.21 TITLE: THE NORTH CENTRAL SECTION PROFESSIONAL AWARD OF MERIT

The Professional Award of Merit is bestowed by the North Central Section to Society members living in the North Central Section for outstanding professional accomplishments in wildlife conservation. The award is restricted to living conservationists who are or have recently been active within the geographic boundaries of the Section. The award is given only in those years in which a truly deserving candidate is available. No more than one such award is made annually. Criteria for judging the professional accomplishments of nominees include: (1) contribution to knowledge, (2) single outstanding acts, and/or (3) leadership over a period of several years in any area of wildlife work -- for example, research, wildlife law enforcement, management, administration or education -- as evidenced by publications, skillful development and/or application of effective management or educational programs or methods.

Form of Award:

The Professional Award of Merit consists of a plaque suitably engraved with the name of the award, the name of the North Central Section of The Wildlife Society, the recipient's name and the year bestowed.

Professional Award of Merit Committee:

To safeguard and perpetuate the integrity of the award, its presentation is under the control of a committee of 5 Section members, which the President appoints by 30 January of each year. The President, at the time of appointing the Committee, designates a chairperson to serve until the close of the next Annual Meeting. The President shall serve

as *ex officio* member of the Committee. The following procedures are established for the Professional Award of Merit:

1. The Committee works in confidence. Individuals nominated, but not selected, in a given year are eligible for consideration in a subsequent year. Nominations for consideration are solicited from the membership via the spring/summer Newsletter and from officers or members of The Wildlife Society Chapters within the Section via the Section President's letter of announcement to Chapter Presidents by 15 February. Members of the Awards Committee may solicit but not submit nominations while serving on the Committee. Nomination forms may be kept through 2 selection cycles.
2. A special form for presenting a full record of accomplishments and biographic data for nominees (see 4.2) is used to facilitate careful consideration of each nominee. The form is available from the Section President.
3. The Committee selects potential recipients, if any, and submits a list of potential recipients with supporting information in decreasing order of preference to the President by 1 September preceding the Annual Meeting.
4. The President submits the ranked list of potential recipients to the Executive Board for their individual ballot which are returned to the President by 1 October. Ballots are counted by the President.
5. Majority Executive Board approval is necessary for selection of a recipient.
6. The deliberations of the Professional Award of Merit Committee and the Executive Board are held in inviolable confidence. With the exception of the nominating form itself, the Committee's records are destroyed as are the Executive Board's ballots, deliberations, and memos.
7. A list of Committee members is maintained in the President's file as a permanent record but is not publicized or made known to the membership.
8. No award is granted to any person while that person is an officer of the North Central Section.
9. A list of recipients is maintained in the President's and Secretary's file and the "History of the Section" (4.1) should be updated accordingly. No record of nominees is maintained.
10. The President shall accept the majority vote of the Executive Board as authority and a mandate to order bestowal of the Professional Award of Merit to the nominee receiving such affirmative vote for the award.
11. The President prepares, or has prepared, a citation for the award in accordance with the Committee's and Executive Board's approval presents the original copy to the recipient, releases copies to appropriate media at the time of presentation, and enters a copy in the President's file.
12. The President orders, or has ordered, the official plaque suitably engraved 30 days before the Annual Meeting.
13. The name of the recipient is kept confidential until the award is presented at the Midwest Fish and Wildlife Conference.

14. The Secretary is responsible for maintaining a supply or source of official plaques for the award (see 1.4,6). The Secretary also maintains a separate master list of award recipients.
15. Following the bestowal of the award annually, the President passes nominating forms for each nominee eligible for nominations in the ensuing year to the incoming President.

2.23 TITLE: STUDENT CHAPTER OF THE YEAR REPORT AND AWARD

The NCS presents the Student Chapter of the Year award to an outstanding student chapter each year for its exemplary contributions to the Society's mission and goals. The goal of the award is to encourage and recognize exceptional achievements by Section student chapters. Active and effective student chapters are needed to achieve The Wildlife Society's goals, many of which are best addressed at the state/provincial or local level. Student chapters also strengthen the Society's membership recruitment and retention efforts by providing opportunities for member involvement in Society activities. The Student Chapter of the Year award pays tribute to this important unit of The Wildlife Society.

Application Guidelines and Procedures:

Student chapters are asked by the Secretary to report their annual activities to the Section on the form provided. The completed form also will serve as the Chapter's nomination for the award. The annual report/nomination form should be submitted to the President of the North Central Section, attn: Chapter Awards Committee, by 30 April. The chapter receiving the award is not eligible for recognition in the following year.

Recipients of the Student Chapter of the Year award may excel in one or several areas. The Section's Executive Board serves as the selection committee. The Board considers the Society's goals and criteria in making their selection. Applicants should provide a complete and concise description of their student chapter's activity in each of the areas described. Applicants must document the level of member participation in the various activities/initiatives; actual accomplishments; and their impacts on members, the profession, and resource management. All information must fit in the space provided, except where supporting documentation is specifically requested. Information provided should cover only the previous year's activities. In areas where there has been no student chapter activity or where information is not available, write "does not apply".

Student Chapter of the Year Certificate and Recognition:

The winning student chapter may receive a special certificate at the Section's annual meeting award ceremony and their name is added to the Section's permanent records.

Student Chapter of the Year Travel Grant:

A travel grant of up to \$1,000 will be awarded to the student chapter that is named the Section's Student Chapter of the Year. The travel grant must be used to send a student delegation to the Midwest Fish and Wildlife Conference, The Wildlife Society's annual conference, or both in the year the award is made. The Student Chapter of the Year must further qualify for the grant by meeting the following criteria: (1) a minimum of three members of the student chapter must attend the conference and (2) the three individuals must be members of The Wildlife Society and cannot be recipients of other TWS travel grants that year. Grant monies are to be used by the student chapter for any travel expenses (transportation, lodging, meals, and registration) associated with sending a student chapter delegation to the annual conference. The conference is an excellent opportunity for students to learn about a wide range of research and management programs and to meet other students and wildlife professionals throughout the Midwest.

2.24 TITLE: OUTSTANDING WILDLIFE GRADUATE AND UNDERGRADUATE STUDENT AWARDS

The NCS presents the Outstanding Wildlife Student Awards to recognize outstanding students and potential future wildlife professionals. Two students currently enrolled in different academic levels are selected annually (i.e., Outstanding Wildlife Graduate Student Award and Outstanding Wildlife Undergraduate Student Award)

Undergraduate students or Graduate students (Masters and Ph.D.) who are pursuing a degree in wildlife ecology, wildlife management, zoology or a closely related discipline and who plan to attend the Conference are encouraged to apply. A GPA >3.0 is required to be considered. Student finalists will be selected based on academic ability, scholarly achievement, work experience, letters of reference and extra-curricular activities in The Wildlife Society.

The Outstanding Wildlife Graduate and Undergraduate Student Awards will be presented during the Plenary Session of the annual Midwest Fish and Wildlife Conference. The award recipients will be presented a check for \$500.00.

Application Guidelines and Procedures:

Interested students need to submit an application, a resume of 3 pages or less, two letters of recommendation from faculty members or natural resource professionals, and a cover letter including future career goals and reasons for attending the Midwest Fish and Wildlife Conference to the Outstanding Wildlife Student Award Committee. Applications must be submitted electronically. Application deadlines and the committee chair will be identified in the Fall Newsletter.

2.3 TITLE: RESOLUTIONS, PUBLIC STATEMENTS, AND POSITION STATEMENTS COMMITTEE

The Resolutions, Public Statements, and Position Statements Committee is a standing committee of the North Central Section of The Wildlife Society. The Committee is responsible for the review and submission of all Resolutions, Public and Positions Statement to the Executive Board. These 3 statements are defined as follows:

- a. Resolutions are a formal determination or expression of opinion usually organized and adopted at the Annual Meeting of the Section. Resolutions are not normally utilized by The Wildlife Society.
- b. Public Statements are brief, formal expressions of opinion presented at public meetings and hearings. Minimum format for Public Statement is presented within Subsection 6 of this section.
- c. Position Statements are formal, technical expressions of position on specific social or environmental issues impacting wildlife or wildlife habitat. The statement shall be complete enough with sufficient background and biological support to be a "stand alone" document capable of being used as a reference source by others.

The Chairperson of the Committee frequently is the immediate Past-President. The President shall serve as an *ex officio* member of the Committee. The Committee Chairperson, with the President's assistance, shall appoint additional members who are willing to serve.

The Committee shall receive proposed Resolutions, Public Statements, and Position Statements, from 2 or more members at any time, and submit and recommend action on such items to the Executive Board.

The Resolutions, Public Statements, and Position Statements Committee will follow procedures set forth in Article VII, Section 5 of the North Central Section Bylaws to ensure they are consistent with The Wildlife Society policy.

Resolutions will be consecutively numbered, preceded by the last 2 numbers of the year preceding, (e.g., Resolution 83-1, 83-2, etc. during 1983). Resolution formats at a minimum, must include the following:

- a. The title preceded by the respective number as outlined in segment 5 above,
- b. several statements of facts preceded by the introductory phrase "whereas,"
- c. one or more conclusion statements preceded by the introductory phrase "therefore let it be resolved," and
- d. followed by a statement such as, "approved by the North Central Section of The Wildlife Society, 4 December 1983, St. Louis, Missouri.

Public Statements, if recommended and submitted to the Executive Board action, can be at the discretion of that Board voted upon by the Board or offered for a vote by general

membership, as outlined in the Section's Bylaws. Formats for Public Statements should include the following as a minimum:

- a. The title followed by "A Public Statement by the North Central Section of The Wildlife Society,"
- b. several statements of facts preceded by the introductory phrase "whereas,"
- c. one or more conclusion statements preceded by the introductory phrase "therefore let it be resolved," and
- d. followed by a statement such as, "approved by the North Central Section of The Wildlife Society, 4 December 1983, St. Louis, Missouri."

Position Statements, when recommended and submitted to the Executive Board for action, can be voted upon by the Board if limited time is available or offered for a vote by the general membership, as outlined in the Section's Bylaws. Should the Board issue the Position Statement, they shall send copies of the statement to the membership within 15 days after approval. The minimum format to be used in Position Statements is as follows:

- a. The title shall be:
POSITION STATEMENT ON _____
By
The North Central Section of The Wildlife Society.
- b. INTRODUCTION is the heart of the statement and shall contain a history of the particular subject, well documented biological and technical statements concerning the impacts upon the environment by the subject action or potential impacts on the subject by proposed actions. The INTRODUCTION shall provide sufficient, impartial, scientific background to support the SUMMARY AND CONCLUSIONS.
- c. The SUMMARY AND CONCLUSIONS shall be clear, concise statements which can be itemized, if needed, leading the reader to the position being taken by the Section.
- d. Position Statements shall end with a precise THEREFORE statement, giving the Sections' position. A FURTHERMORE statement indicating any advocacy of the Section on the subject should follow the THEREFORE statement.
- e. Literature citations both in the body of the statement and in the LITERATURE CITED section shall be in accordance with the latest issue of the Journal of Wildlife Management.

The Committee Chairperson shall retain and file all correspondence regarding Resolutions, Public Statements, and Position Statements until the time of passage, as well as maintaining and acquiring copies of past Resolutions, Public Statements, and Position Statements as a source of historical accomplishments by the Section. At the end of each year this information shall be forwarded to the Section Secretary.

The Committee Chairperson shall submit a written summary of the Committee's activities to the President and the Secretary before the close of each Annual Meeting.

2.5 TITLE: MEMBERSHIP COMMITTEE

The Membership Committee is composed of designated State Membership Coordinators (see 1.7). The Section President serves as an *ex officio* member of the Committee. The Committee's primary function is to encourage all qualified persons residing in the Section to become members of The Wildlife Society, North Central Section, and respective State Chapters. Each coordinator is responsible for this activity in their respective state.

Professionals should be recruited by involving them in Society, Section, and Chapter functions. Each potential member shall be provided information concerning The Society, the policies of The Society, and an application form. These materials shall be available from the chairperson. The names and addresses of all potential members shall be provided to the Newsletter Editor for mailing of the spring/ summer Newsletter.

The Committee shall receive nominations and make recommendations to the Executive Board regarding approval of individuals seeking honorary member status in the Section.

2.6 TITLE: AUDIT COMMITTEE

Article VIII, Section 2, Clause G of the Section's Bylaws, describes the duties of the Audit Committee as follows:

"This committee shall review the financial records and support documents of the Treasurer at least annually. The committee shall also review records and documents prior to any change in the office of Treasurer."

The Audit Committee is a standing committee of the North Central Section whose chairperson is selected by the President with advisement from the Executive Board. The Section President serves as an *ex officio* member of this Committee. Any voting member of the Section may chair or serve on this Committee except the incoming or active Treasurer. The Committee shall perform the audit prior to the Annual Meeting allowing sufficient time to complete the audit and prepare their report for the Executive Board meeting held just prior to the Meeting.

Article VII, Section 2, Clause C requires Section funds to be placed in a "federally-insured bank or savings and loan association".

Special audits may be undertaken at the request of the President, Secretary, Treasurer or Executive Board.

2.7 TITLE: DUTIES OF THE WEBMASTER AND COMMITTEE

The Webmaster is appointed by the President with advisement from the Executive Board. The Webmaster shall design, create, and maintain the Section's electronic or virtual presence (e.g., website, Facebook, etc.). This may include, but is not limited to posting newsletters for electronic distribution, updating current information, and generally maintaining a current digital presence for the Section.

2.71 During the term of office, the Webmaster will be called upon to conduct certain Section business at particular times of the year. The following is a flowchart of these duties and times:

A. December - January:

Attend Executive Board and Annual Meeting of the North Central Section and make verbal report.

Update the Section website to include contact information for newly-elected officers.

B. April:

Post the semi-annual newsletter to the website.

C. October:

Post the semi-annual newsletter to the website.

3.0 OPERATIONS GUIDELINES

3.1 TITLE: BYLAWS OF THE NORTH CENTRAL SECTION OF THE WILDLIFE SOCIETY, INC.

Organized: 11 March 1962
Amended: 10 January 2013

ARTICLE I - NAME, AREA AND AFFILIATION

Section 1 - Name

The name of this organization shall be the North Central Section of The Wildlife Society, Inc. (hereinafter the North Central Section will be referred to as the Section).

Section 2 - Area

This Section shall have as its area of organization the states of Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, Ohio and Wisconsin, or that area designated by The Wildlife Society, Inc. as the North Central Section.

Section 3 - Criteria for Affiliation

The Section shall conform to Bylaws, Code of Ethics, objectives, policies, and positions as adopted by The Wildlife Society, Inc. (hereinafter The Wildlife Society, Inc., will be referred to as the Society).

ARTICLE II - OBJECTIVES

Section 1- Objectives

Consistent with the objectives of the Society, the Section objectives are: to focus attention on wildlife needs, problems, and concerns within the area of organization.

Section 2 – Implementation

To aid in the achievement of these objectives, this Section proposes to:

- a. Provide opportunities for interaction among the individual members, their Section Representative, State Chapter, and the Society.
- b. Evaluate proposed or enacted societal actions that could affect wildlife or its habitats.
- c. Recognize and commend outstanding achievement in the wildlife profession.

- d. Focus the aims and objectives of the Society and Section upon wildlife needs, problems and events on the local scene.
- e. Encourage communication between members and non-members to facilitate understanding and effectiveness of research and management of wildlife resources.

ARTICLE III - CHAPTER YEAR

Section 1

The Section operating and fiscal year shall begin January 1.

ARTICLE IV - MEMBERSHIP

Section 1 - Voting Membership

Voting membership in the Section shall be available to any member of the Society who resides or conducts professional activities within the boundaries of the Section as defined in Article I, Section 2. Only Voting Members may hold elective offices in the Section; vote on matters affecting Section policy; vote on matters affecting the Society; and represent the Section on Society business.

Section 2 - Affiliate Membership

Affiliate membership in the Section shall be available to any person who, although not a member of the Society and/or resides and works outside of the Chapter's organizational area (Article I, Section 2), has an interest in the objectives and activities of the Section and is approved by the Membership Committee. An Affiliate Member shall be entitled to all rights, privileges and responsibilities of Voting Members except those reserved for Voting Members (Article IV, Section 1).

Section 3 - Charter Member

Voting and Affiliate Members in good standing on the membership rolls as of December 31, 1962 shall be considered Charter Members.

Section 4 - Honorary Member

Honorary Members of the Section shall be persons who, by a majority vote of all members of the Section, have been thus recognized for their achievements. An Honorary Member need not pay Section dues. Honorary members who are Voting Members of the Society shall have the same rights and privileges as Section Voting Members (Article IV,

Section 1). Honorary Members who are not Voting Members of the Society shall have the same right and privileges as Affiliate Members (Article IV, Section 2).

Section 5 - Dues

Annual dues, the amount to be determined at each annual meeting, shall be payable no later than 1 October to the Section's Treasurer or the Society along with Chapter and Society dues. Members who have not paid Society dues shall lose their Voting Member status in the Section.

Section 6 - Resignation

Members may resign at any time by giving notice to the Section's Secretary, or will be considered to have resigned if annual Section dues are not paid.

Section 7 - Reinstatement

Persons who are dropped from the rolls of the Section for nonpayment of dues or resignation may be reinstated into membership in the Section upon payment of appropriate dues.

ARTICLE V - ELECTIONS AND OFFICERS

Section 1 - Nominating and Elections Committee

The 3-member Nominating and Elections Committee selected by the Executive Board (Article V, Section 4) of the Section shall prepare a slate of 2 candidates for each of the elective positions, namely; President-Elect, Secretary, and Treasurer.

- Clause A - All nominees must be Voting Members (Article IV, Section 1).
- Clause B - Prior approval shall be obtained from said candidates.
- Clause C - Nomination slate shall be submitted to the membership at least 30 days prior to the annual business meeting.
- Clause D - Additional nominees may be added to the Nominating and Elections Committee's slate upon the signed support of 6 or more members provided prior approval has been obtained from each nominee.
- Clause E - A member may be elected for no more than 2 consecutive terms in the same elective position.

Section 2 - Balloting

Ballots shall be received from the members by the Secretary and shall be counted by the Nominating and Elections Committee. For ballot counting purposes, the President shall appoint a replacement for any members of the Nominating and Elections Committee who has been nominated for office.

- Clause A - Members in arrears shall forfeit their rights to vote during the period of their delinquency.
- Clause B - A signed absentee ballot may be submitted to the Secretary by a member prior to the scheduled time for counting ballots.
- Clause C - The candidate receiving the largest number of votes on the ballot shall be declared elected. No one may hold more than 1 elective position simultaneously.

Section 3 - Officers

Officers of the Section shall consist of a President, President-Elect (who shall serve as Vice-President), Past-President, Secretary, and Treasurer. Their duties are:

- Clause A - President - The President shall have general supervision of the Section officers, shall appoint, with the advice of the Executive Board, chairs of all regular and special committees, shall preside as chair at meetings of the Executive Board, and shall be an *ex officio* member of all committees, except the Nominating and Elections Committee. The president may represent the Section or appoint alternate representatives to other Section or Society boards, committees, or meetings.
- Clause B - President-Elect - The President-Elect shall assume the duties of the President in the absence or upon the inability of the President to serve, and shall perform any duties assigned by the President. In the event the President-Elect cannot serve in the President's absence, the Executive Board shall appoint a President, *pro tempore*.
- Clause C - Past-President - The President shall assume the duties of Past-President following his or her term and shall serve to assist the President as needed.
- Clause D - Secretary - The Secretary shall be responsible for the files and records of the Section, and the recording of the minutes of all meetings, maintenance of membership rolls, correspondence, and issuance of meeting notices.
- Clause E - Treasurer - The Treasurer shall be responsible for the receipt and disbursement of funds and shall submit complete financial reports at the last meeting of the Treasurer's term of office.

Section 4 - Executive Board

The Executive Board shall act as the governing body for the Section and shall be made up of the officers, a State Representative from each member state with a State Chapter (usually the State Chapter President or the President's designee), the Section Representative to Council, and 2 Student Chapter Representatives. The Student Chapter Representatives shall be elected at the Midwest Student conclave from a slate of candidates submitted by Section Student Chapters. The host Chapter for the conclave shall be responsible for soliciting nominations.

Section 5 - Term of Office

The officers and elected Board Members must be members of the Society, serve for approximately 1 or 2 year(s), be installed at the Annual Meeting, take office immediately following the Annual Meeting, and unless re-elected, terminate their duties at the conclusion of the next Annual Meeting, or at such time as their successors are elected and installed. The President, President-Elect, and Past President serve 1-year terms; the Secretary and Treasurer serve 2-year terms beginning on even and odd years, respectively.

Section 6 - Vacancies

If the office of the President is vacated for any reason, the President-Elect shall assume the duties of the President for the balance of the unexpired term of the President. All other vacancies in any unexpired term of the elective office shall be filled through appointments by the Executive Board, although an appointed President-Elect shall serve only until the next scheduled Section election where the membership shall elect the next President. All appointees must be Voting Members of the Section and the Society.

ARTICLE VI - MEETINGS

Section 1 - Regular Meetings

Regular membership meetings shall be held at such times and places as determined and published by the Executive Board.

Clause A - Annual Meeting - The regular meeting held concurrently with the Midwest Fish and Wildlife Conference shall be known as the Annual Meeting, and shall be for the purpose of electing or installing officers, receiving reports of officers and committees, and for any other business that may arise.

Clause B - Meeting Notice - The Members must be notified at least 30 days prior to the Annual Meeting and at least 10 days prior to special meetings.

- Clause C - Quorum - The Quorum for the Annual Meeting of the Section shall be over 50% of the membership or 10 members in good standing, whichever is less; and for Executive Board meetings, 8 members of the Board.
- Clause D - Meeting Rules - Rules contained in The Standard Code of Parliamentary Procedure (Sturgis), latest revision, shall govern meetings in all cases to which they are applicable, and in which they are consistent with the Bylaws and/or other special rules of the Section and the Society.
- Clause E - Bylaws - Bylaws of this organization shall be available for inspection during every meeting. If these Bylaws are revised the new revision must be approved by the Society before becoming effective.

Section 2 - Special Meetings

Special meetings may be called by the Executive Board at any time, provided the notice (see Article VI, Section 1B) and the purpose of the call is given.

- Clause A - Only those items listed in the call for a special meeting shall be acted upon at the special meeting.
- Clause B - All Clauses under Section 1 of this Article apply as well to special meetings.

ARTICLE VII - MANAGEMENT AND FINANCE

Section 1 - Executive Board

The Section shall be governed by an Executive Board as described in Article V, Section 4.

- Clause A - Conduct - The Executive Board shall conduct its affairs in conformance with the provisions of these Bylaws, and those of the Society. The Board is authorized to act for the Section between meetings and shall report its interim actions to the members at each succeeding membership meeting. Any action of the Board may be overridden by a two-thirds vote of the Voting Members attending a meeting.
- Clause B - Attendance - Members may attend Board meetings, but may participate therein only when asked to do so, and they may not vote at such meetings.

Section 2 - Finance

Funds of the Section shall be under supervision of the Executive Board, and shall be handled by the Treasurer. The financial records of the Section shall be periodically examined by the Audit Committee (Article VIII, Section 2G).

Clause A - The Treasurer need not be bonded.

Clause B - Funds shall be derived from dues, special assessments, work projects, contributions, and the sale of Section publications.

Clause C - Funds shall be placed in a federally-insured bank or savings and loan association.

Section 3 - Reports

Within 20 days after an election or other official action(s) the Secretary shall report such action(s) to the Executive Director of the Society, and to the Regional Representative. Annual financial statements and activity reports from the Treasurer shall be forwarded to these same parties. To meet IRS reporting requirements the Treasurer will send to TWS (1) A statement of calendar-year income and expenses, together with starting and ending balances to the Executive Director of The Wildlife Society in January of each year for federal tax reporting by the Society office and (2) If the Chapter obtains its Employer ID Number through The Wildlife Society, the Chapter shall also submit required IRS forms to the IRS and the IRS confirmation receipt to The Wildlife Society; the Chapter may contact The Wildlife Society to determine the appropriate form to submit for IRS reporting purposes.

Section 4 - Files

The Section shall maintain a file containing: Bylaws of the Society and of the Section; minutes of all regular and special meetings of the membership and of the Executive Board; correspondence pertinent to Section affairs; all committee reports; financial statements and records; and all other materials designated as pertinent by the Executive Board. A "procedure for filing" shall be kept in the Section file for the guidance of each succeeding Secretary. A Section "Operations Manual" provided by the Society will be maintained by the President of the Section and a written record of transfer of this manual to the incoming President will be maintained and the Society will be notified of each such transfer.

Section 5 - Resolutions and Public Statements

Any 2 or more members may submit resolutions or statements to the Resolutions and Public Statements Committee (Article VIII, Section 2E) for possible consideration by the Section's Executive Board. These shall be accepted or rejected by the Board and, if involving new policy, prepared for submission to the Section membership. Such new items must be approved by two-thirds of the Section membership voting and must be

transmitted to the Society. Actions falling within previously established Section policies may be carried out by the President or Secretary upon unanimous approval by the Executive Board. On issues where there are no previously established Section policies and that demand action on a reasonably short notice, the President, or designated representative, may present a public statement on behalf of the Section provided that the concept of the statement is brought to the attention of the Executive Board and is accepted by them prior to public issue of the statement, and copies of the statement appear in the next Section Newsletter. Furthermore the Section may issue statements pertaining to issues in its locale:

- a. When the content of the statement falls within the established policy of the Society; and
- b. In the absence of existing Society position statements.

The Section will not issue statements that may be in conflict with the policy of The Wildlife Society without prior approval of The Society's Council. All statements will follow the "Subunit Policy Guidelines" (www.wildlife.org/officers). The Society and Section Representative must receive copies of all resolutions or statements within 15 days of issue and resolutions or statements must appear in the next Section Newsletter.

ARTICLE VIII - COMMITTEES

Section 1 - Appointments

The Section President shall consider suggestions of the Executive Board in appointing the webmaster, chairs of all regular standing committees (except the Nominating and Elections Committee, Article V, Section 1), and special committees such as awards and hospitality. Committee chairs shall complete their committees with assistance of the President. All committee chairs shall submit a written summary of committee activities to the President and Secretary before the close of each annual Section business meeting.

Section 2 - Duties of Standing Committees

Clause A - Nominating and Elections - See Article V, Section 1.

Clause B - Membership - Made up of State Membership Coordinators, this committee shall encourage the maximum number of persons residing in the area to become members of the Society and of the Section. As provided in Article IV, Section 2, the committee will receive nominations and make recommendations to the Executive Board regarding approval of individuals seeking Affiliate membership in the Section.

- Clause C - Program - This committee shall arrange programs of all regular and annual meetings and provide the President with a proposed agenda for the annual meeting at least 2 months prior to the meeting date.
- Clause D - Publicity - This committee shall seek and employ methods of informing the public of basic concepts of wildlife management and of Section and Society activities and interests.
- Clause E - Resolutions and Public Statements - This committee shall receive proposed resolutions or any public statements from 2 or more members at any time, and shall prepare, submit and recommend action on such items to the Executive Board in accordance with Article VII, Section 5.
- Clause F - Symposia and Publications - This committee shall be responsible for outlining the program and obtaining authors and a proceedings editor for symposia held in conjunction with the Midwest Wildlife Conference. They shall also be responsible for the printing and sale of publications resulting from the symposia.
- Clause G - Audit - This committee shall review the financial records and support documents of the Treasurer at least annually. The committee shall also review records and documents prior to any change in the office of Treasurer.

Section 3 - Accountability

All committees shall be accountable to the Executive Board, under general supervision of the President.

Section 4 - Tenure

All committees shall serve until new committees are appointed in their stead or until the duties assigned to the committee have been discharged.

ARTICLE IX

Section 1. Standards to Continue

The Section must continue to demonstrate its viability to the Council of The Wildlife Society by meeting the following standards: a) complying with the criteria for affiliation (Article 1, Section 3), b) submitting the required reports to The Wildlife Society (Article VII, Section 3), and c) fulfilling the purposes and intent of these bylaws. The Council of The Wildlife Society may dissolve the North Central Section following a 1 year grace period during which time the Section can come back into compliance.

Section 2. Dissolution

The Council of The Wildlife Society may dissolve the North Central Section, following a 1 year grace period during which time the Section can come back into compliance, if (1) it finds the Section is not meeting the standards established in Article IX, Section 1 and/or (2) if the Section fails to file required IRS reports, as set out in Article VI, Section 3, for 3 consecutive years. Upon dissolution of the North Central Section of The Wildlife Society, its Executive Board shall transfer all assets, accrued income, and other properties to The Council of The Wildlife Society with the understanding that said assets will be held for a maximum of 5 years from the date of dissolution of the Section, for redistribution to another chapter that may be established in approximately the same geographical area within said 5-year period. If another section is not established within said area and period of time, the Society Council may use or distribute all assets, accrued income, and other properties as best determined by the Council in accordance with Society Bylaws.

ARTICLE X - AMENDMENT TO BYLAWS

Section 1 - Procedure

These Bylaws may be altered or amended by a majority of the members at any Annual or special meeting if due advance notice of the proposed changes (Article VI, Section 1B) is followed. A member who will be absent from the meeting may proceed as under "Balloting" in Article V, Section 2B.

Section 2 - Conformance

No amendment to these Bylaws shall be enacted which results in conflict with the Society Bylaws. If these Bylaws are revised, the new revision must be approved by the Society before becoming effective.

Amendment History

The Amendment History has not been well tracked in the past. Hopefully this section will resolve that.

2008 – President Jeff Lawrence updated much of the historical information in the operations manual

December 2012 – several amendments were proposed and passed to align the bylaws with current practices as well as remove gender-specific language. J.P. Loegering, President and Bylaws Review Committee Chair.

3.2 TITLE: CONTRIBUTIONS POLICY

The Wildlife Society, Inc., is classified as an educational and scientific non-profit organization and not a private foundation under U. S. Internal Revenue Code 501(c) (3). The North Central Section, officially chartered by The Wildlife Society, Inc. in 1962, is a non-profit organization that operates for educational and scientific purposes. The Internal Revenue Service has granted The Wildlife Society, Inc., a group exemption under Section 501(c) (3) of the Internal Revenue Code for Society sections and chapters within the United States, including the North Central Section. This exemption and classification provide that contributions to the North Central Section of The Wildlife Society, Inc., are deductible for federal income tax purposes.

Accordingly, the North Central Section of The Wildlife Society may accept donations of real and/or personal property, subject to limitations imposed by state and federal law. Use of all contributions shall be controlled by the Executive Board, although donor wishes will be considered.

Donors should consult a Tax Advisor regarding tax advantages that may result from contributions. Donations may be in the form of bequests, legacies, devices, or transfers from private individuals, partnerships, corporations, foundations, organizations, estates and trusts, or a memorial fund established as an expression of remembrance. Further information may be obtained by writing to the North Central Section of The Wildlife Society.

3.3 TITLE: AMENDMENTS TO THE OPERATIONS MANUAL

This Operations Manual or any portion thereof may be amended by a majority vote of a quorum of the Executive Board of the North Central Section. The vote in favor of any proposed change must be relayed to the membership at the next Annual Meeting of the North Central Section.

4.0 APPENDICES

4.1 TITLE: HISTORY OF THE SECTION

In 1961, The Wildlife Society's North Central Region had the largest regional membership in the United States not already organized into a formal "section" of TWS. To evaluate options, a Steering Committee conducted an organizational meeting in conjunction with the 23rd Midwest Wildlife Conference at Lincoln, Nebraska, 4-6 December 1961. Eight States within the region were represented - Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, Ohio, and Wisconsin.

Besides a large regional TWS membership (695), there were other reasons that justified organizing a new section:

1. There were no formal means for instructing the Regional Representative about members' wishes;
2. A section might encourage formation of additional state chapters (only 5 of the region's 8 states had chapters in 1961);
3. Members needed more opportunity for direct participation in Society affairs;
4. Section activities might strengthen relationships between state, federal, university, and private interests; and
5. Future section committees might be able to improve upon promotion of members' interests in local, state, and regional problems.

The first organizational meeting at Lincoln was not without controversy. The very active Minnesota Section (as the chapter was then known) was concerned about how its work might be affected by the reorganization. The conferees accepted, however, that aside from a name change from "section" to "chapter", Minnesota's fine work would otherwise continue as it had. Another group concern was the potential for the proposed section to assume organization and planning of the annual Midwest conference, a task thought best left to the host state. This fear was also dispelled through discussion. A motion was then made and seconded to proceed with organizing a section, and no further opposition was voiced. Nominated by the Steering committee for initial officers were Harvey K. Nelson for President and Frank H. King for Vice-President. These individuals were unanimously elected. David B. Vesall agreed to serve as Secretary-Treasurer for the first year.

Approval of the North Central Section organization was sought and received at The Wildlife Society's annual meeting held 11 March 1962, prior to the North American Wildlife Conference at Denver, Colorado.

BYLAWS

The Section's bylaws were originally established in accordance with those of the parent Society. Over the years these bylaws have undergone several changes, generally directed toward making

them more compatible with those of The Wildlife Society. Some of the more important changes included the following:

- 1972 - Voted to allow annual election of a Secretary-Treasurer and a President-Elect (who would replace the old position of Vice-President). The latter official would succeed to the office of President.
- 1974 - Established a special committee to handle publication and financial aspects of symposia sponsored by the Section.
- 1981 - Separated the office of Secretary-Treasurer into 2 positions beginning in 1981 (and actually implemented in 1983); formed a standing committee to replace the special committee on symposia and publications; formed an Audit Committee; permanently added 2 student representatives to the Section Executive Board and detailed the method of appointment; and provided a mechanism for the President and Executive Board to issue resolutions or public statements whenever quick action was necessary.
- 2000 - Completed a major revision of the Operations Manual and began discussion of Bylaws changes.

MEMBERSHIP

Parent Society members of all categories (honorary, life, regular, and student) residing within the Section boundaries are eligible for North Central Section membership. The North Central Section was founded March 11, 1962. In the early years of the organization, NCS membership generally ranged between 350 and 500. Through the late 1960s and early 1970s it fluctuated widely, ranging from 164 to a record high of 756. Membership stabilized at just over 400 beginning in 1975. Eligible members of the Society residing within the Section ranged from 695 in 1961 to about 1,200 during the late 1900s. Section membership in the late 1990s fluctuated between 690 and 840.

As of 2012, there are 27 active student chapters located in the North Central Section. Student chapters and their date of inception are listed below.

	Student Chapter	Charter Date
1	Western Illinois University	6/12/1964
2	Ohio State University	1/30/1967
3	University of Wisconsin, Stevens Point	1/2/1971
4	Iowa State University	4/25/1973
5	University of Minnesota, Twin Cities	7/30/1973
6	Michigan Tech University	1/4/1974
7	Michigan State University	6/24/1974
8	University of Missouri, Columbia	12/22/1975
9	Southern Illinois University	3/7/1979
10	Purdue University (IN)	3/7/1980
11	Northern Michigan University	12/5/1994
12	Ball State University (IN)	12/28/1995
13	Hocking College (OH)	5/24/1996
15	Lake Superior State University (MI)	6/23/1997
14	University of Wisconsin, Madison	6/23/1997
16	University of Illinois, Champaign-Urbana	9/22/2000
17	University of Minnesota, Crookston	12/4/2000
18	Missouri Western State University (formerly College)	11/15/2001
19	Central Michigan University	5/7/2002
20	University of Central Missouri (formerly Central Missouri State College/University)	3/7/2003
21	Southeast Missouri State University	10/29/2004
22	Missouri State University	7/27/2006
23	Eastern Illinois University	8/15/2007
24	Minnesota State University, Moorhead	12/14/2008
25	University of Rio Grande (OH)	1/22/2010
26	Truman State University (MO)	4/13/2010
27	Bemidji State University (MN)	12/11/2012
	Student Chapters Established and Dissolved	
	Northern Illinois University, dissolved in 1986	5/14/1965
	University of Michigan, dissolved in 1989	3/30/1976
	St. Cloud State University, (MN) dissolved in 2011	11/15/2001

ACTION PROGRAMS

The North Central Section has been involved in a variety of action programs over the years. Perhaps most notable among the Section's achievements has been biennial sponsorship of symposia on various wildlife management and research topics. These symposia are usually held every other year in conjunction with the Midwest Fish and Wildlife Conference, and are sometimes cosponsored by state chapters of the Society. Proceedings are normally published and sold by the Section in years following each symposium. Symposia sponsored or cosponsored by the NCS and the years held were:

- 1965 Wood Duck Symposium
- 1967 Canada Goose Management: Current Continental Problems and Programs
- 1969 Predator Ecology and Management
- 1970 Wild Turkey Management - Current Problems and Programs
- 1973 Biology and Management of Pheasant Populations in North America
- 1977 Waterfowl and Wetlands - An Integrated Review
- 1979 White-tailed Deer Management in the North Central State
- 1981 Midwest Furbearer Management
- 1983 Ruffed Grouse Management: State of the Art in the Early 1980's
- 1985 Management of Nongame Wildlife in the Midwest - A Developing Art
- 1987 Pheasants: Symptoms of Wildlife Problems on Agricultural Lands
- 1989 Management of Dynamic Ecosystems
- 1991 2020 Vision: Meeting the Fish and Wildlife Conservation Challenges of the 21st Century
- 1993 Urban Deer - A Manageable Resource?
- 1995 Management of Midwestern Landscapes for the Conservation of Neotropical Migratory Birds
- 1997 Double-crested Cormorant: Population Status and Management Issues in the Midwest
- 1999 None
- 2001 Public Trust in Wildlife Conservation
- 2003 Ribbons of Life in the Heartland: Riparian Ecosystem in Transition
- 2005 Comprehensive Wildlife Conservation Strategies Across the Midwest: Linking State and Federal Agency Visions for the Future
- 2007 The Impacts of Lead Poisoning to Fish and Wildlife
- 2009 None
- 2011 None

The first activity ever sponsored by the Section was "Operation - Natural Feature Preservation", in 1964. In 1966, the Section sought to establish a speaker register. In 1983, a new conservation affairs procedure was established to increase the effectiveness and frequency of activity on conservation issues. It was hoped this might facilitate communications on high priority items with members, chapters, and the Society. In 1984, a continuing education program was established to be held in alternating years with Section-sponsored symposia. The program was designed to provide advanced educational training for wildlife biologists. Our first topic was "Waterfowl and Wetland Management."

Another program involves providing financial contributions to student chapters for assistance with "wildlife conclaves" held at various universities in the region. Financial assistance is also provided for other worthwhile endeavors. In 1987, encouragement and monetary support was provided for the conference "Women in Natural Resources: Moving Toward the 90's."

Resolutions and public statements have also constituted a part of the Section's action programs. Among the more notable efforts were the Section's strong resolutions to urge the Secretary of Defense to evaluate biological effects of "Project Sanguine" in 1969, and statements of support in 1982 for continued funding of the Cooperative Fisheries and Wildlife Research Units. The Section also strongly supported the Dingell-Johnson expansion bill and commented on legislation pertaining to agricultural land retirement programs, nontoxic shot, diversion of Pittman-Robertson funds, transfer of animal damage control responsibility, USFS and BLM land exchange, the Indiana bat/Meramec River project, the Lock and Dam 26 project, and recognition of Aldo Leopold.

SECTION OFFICERS

Many well-known and hard-working wildlife professionals have served the Section's various offices.

	PRESIDENT	VICE PRESIDENT	SECRETARY-TREASURER
1962	Harvey K. Nelson USFWS	Frank H. King Wisconsin	David B. Vesall Minnesota
1963	Harvey K. Nelson USFWS	Thomas R. Evans Illinois	William H. Marshall Minnesota
1964	Arnold O. Haugen Iowa	Bill T. Crawford Missouri	Willard D. Klimstra Illinois
1965	Bill T. Crawford Missouri	David H. Jenkins Michigan	Kenneth R. Russell Ohio
1966	Willard Klimstra Illinois	Forest W. Stearns Wisconsin	Leroy J. Korschgen Missouri
1967	Laurence R. Jahn Wisconsin	J. Henry Sather Illinois	Kenneth C. Sadler Missouri
1968	Glen C. Sanderson Illinois	Milton W. Weller Iowa	Glenn D. Chambers Missouri
1969	James B. Hale Wisconsin	L. Dan Frenzel, Jr Minnesota	John B. Lewis Missouri
1970	Glenn D. Chambers Missouri	Paul D. Kline Iowa	Ronald F. Labisky Illinois
1971	C. T. Black Michigan	Theodore Bookhout Ohio	Eugene D. Klonglan Iowa
1972	Theodore Bookhout Ohio	Kenneth C. Sadler Missouri	Daniel O. Trainer Wisconsin
1973	David Arnold Michigan	Dean A. Murphy Missouri	Keith R. McCaffery Wisconsin
1974	Dean A. Murphy Missouri	Kenneth C. Sadler Missouri	Alfred Berner Minnesota
1975	Kenneth C. Sadler Missouri	John E. Warnock Illinois	Robert B. Dahlgren Iowa
1976	John E. Warnock Illinois	David D. Kennedy Illinois	Charles E. Friley, Jr. Michigan
1977	David D. Kennedy Illinois	Charley M. White Wisconsin	Franklin J. Svoboda Minnesota
1978	Charley M. White Wisconsin	Allen L. Farris Iowa	Franklin J. Svoboda Minnesota
1979	Allen L. Farris Iowa	Oliver Torgerson Missouri	Gerald F. Martz Michigan
1980	Oliver Torgerson Missouri	James R. March Wisconsin	Gerald F. Martz Michigan
1981	James R. March Wisconsin	Russell R. Hyer Indiana	Wayne R. Porath Missouri

	PRESIDENT	VICE PRESIDENT	SECRETARY-TREASURER
1982	Russell R. Hyer Indiana	David W. Erickson Missouri	Kenneth M. Reynolds Indiana

	PRESIDENT	PRESIDENT-ELECT	SECRETARY	TREASURER
1983	David Erickson Missouri	Lee Gladfelter Iowa	Daniel Svedarsky Minnesota	Steve P. Havera Illinois
1984	Lee Gladfelter Iowa	Donald H. Rusch Wisconsin	Douglas C. Harr Iowa	James Kienzler Iowa
1985	Donald H. Rusch Wisconsin	Charles M. Pils Wisconsin	Harmon Weeks, Jr. Indiana	William E. Berg Minnesota
1986	Charles M. Pils Wisconsin	Robert T. Dumke Wisconsin	George Hubert, Jr. Illinois	P. Decker Major Indiana
1987	Robert T. Dumke Wisconsin	Wayne R. Porath Missouri	Stephen R. Brady Illinois	Edward Boggess Minnesota
1988	Wayne R. Porath Missouri	Harmon P. Weeks Indiana	David Howell Indiana	Lyle E. Naumann Wisconsin
1989	Harmon P. Weeks Indiana	Daniel Svedarsky Minnesota	William Fannucchi Wisconsin	Lonnie Hansen Missouri
1990	Daniel Svedarsky Minnesota	Erik K. Fritzell Missouri	Doris Rusch Wisconsin	Norb Giessman Missouri
1991	Erik K. Fritzell Missouri	Alan Crossley Wisconsin	Larry M. David Illinois	David Risley Ohio
1992	Alan Crossley Wisconsin	Scott Craven Wisconsin	DeWaine Jackson Iowa	Stan Etter Illinois
1993	Scott Craven Wisconsin	Dave Case Indiana	John Kubisiak Wisconsin	Rique Campa Michigan
1994	Dave Case Indiana	Gary Potts Illinois	Terry Riley Iowa	Dave Hamilton Missouri
1995	Gary Potts Illinois	Richard Clawson Missouri	Jim Bergens Indiana	Jeff Kiefer Indiana
1996	Richard Clawson Missouri	Patrick Brown Illinois	Rick Young Wisconsin	Jeff Greene Michigan
1997	Patrick Brown Illinois	Norb Giessman Missouri	Barbara Ver Steeg Illinois	Eric Kurzejeski Missouri
1998	Norb Giessman Missouri	Jeff Ver Steeg Illinois	Linda Parker Wisconsin	Jon Gilbert Wisconsin
1999	Jeff Ver Steeg Illinois	DeeCee Darrow Missouri	Robert Rolley Wisconsin	Dave Swanson Ohio
2000	DeeCee Darrow Missouri	Steve Havera Illinois	Stanley Gehrt Illinois	Scott Winterstein Michigan
2001	Steve Havera Illinois	Scott Johnson Indiana	Jamie Edwards Minnesota	Jim Hardin Wisconsin
2002	Scott Johnson Indiana	William Hohman Iowa	Kelly Millenbah Michigan	Robert Montgomery Illinois

	PRESIDENT	PRESIDENT-ELECT	SECRETARY	TREASURER
2003	William Hohman Iowa	John Schultz Missouri	Craig Miller Illinois	Jeff Greene Michigan
2004	John Schultz Missouri	Dennis Browning Missouri	Tom Beissel Illinois	Christine Ribic Wisconsin
2005	Dennis Browning Missouri	David Luukkonen Michigan	Brian MacGowan Indiana	Christine Ribic Wisconsin
2006	David Luukkonen Michigan	John Moriarty Minnesota	Jeff Lawrence Minnesota	Mark Shieldcastle Ohio
2007	John Moriarty Minnesota	Jeff Lawrence Minnesota	Clay Nielsen Illinois	Mark Shieldcastle Ohio
2008	Jeff Lawrence Minnesota	Clay Nielsen Illinois	Rebecca Christoffel Michigan	Michele Windsor Wisconsin
2009	Clay Nielsen Illinois	Bob Gates Ohio	Aaron Yetter Illinois	Michele Windsor Wisconsin
2010	Bob Gates Ohio	Don Sparling Illinois	Charles Nilon Missouri	Suzie Prange Ohio
2011	Don Sparling Illinois	John Loegering Minnesota	Liz Ball Missouri	Suzie Prange Ohio
2012	John Loegering Minnesota	Rochelle Renken Missouri	Scott Walter Wisconsin	Suzie Prange Ohio
2013	Rochelle Renken Missouri	Pat Lederle Michigan	Katy Reeder Iowa	Jim Schneider Michigan
2014	Pat Lederle Michigan			Jim Schneider Michigan
2015				
2016				
2017				
2018				
2019				
2020				

	SECTION REPRESENTATIVE TO TWS COUNCIL
1962-1967	Tony J. Peterle (Region III Representative) Ohio
1968-1972	C.D. Besadny (Region III Representative) Wisconsin
1973-1976	L. David Frenzel, Jr. Minnesota
1977-1982	Robert B. Dahlgren Iowa
1983-1985	Oliver Torgerson Missouri
1985-1988	Erik K. Fritzell Missouri

	SECTION REPRESENTATIVE TO TWS COUNCIL
1989-1994	Donald H. Rusch Wisconsin
1995-1997	Diana Hallett Missouri
1998- 2000	Dan Svedarsky Minnesota
2001-2003	Gary Potts Illinois
2004-2006	Gary Potts Illinois
2007 – 2009	Alan Crosley Wisconsin
2010 – 2012	Karl J. Martin Wisconsin
2013 – 2015	
2016 – 2018	
2019-2020	

AWARDS

In 1978, the North Central Section initiated an awards program to recognize the best paper and best presentation given at the annual Midwest Fish and Wildlife Conference. In 1983, another award for the best poster paper at the Midwest was added. The NCS established a new Professional Award of Merit in 1984. The Award of Merit is bestowed upon society members residing within the NCS in recognition of outstanding professional accomplishments in wildlife conservation.

	BEST PAPER	BEST PRESENTATION	
1978	Erica Nol and Ronald J. Brooks	William M. Heally and Richard O. Kimmel	
1979	Vernon G. Thomas	Randall S. Arndt and Thomas W. Townsend	
1980	Robert M. Jackson	Mark R. Ryan	
1981	William Eddleman	William Eddleman	
1982	Robert B. Frederick, William R. Clark, and Erwin E. Klass	Rex R. Johnson and James J. Dinsmore	

	BEST PAPER	BEST PRESENTATION	BEST POSTER
1983	Mickey E. Heitmeyer	Robert M. Jackson	John T. Brady
1984	John H. Hart, Henry Campa III, and Jonathan B. Hauffler	John H. Hart, Henry Campa III, and Jonathan B. Hauffler	Theresa W. Shuman and James W. Bennett

	BEST PAPER	BEST PRESENTATION	BEST POSTER
1985	David Westmoreland and Louis B. Best	Larry Vangilder	Stephen M. Schmitt, Thomas M. Cooley, Robert Strong, and George Burgoyne, Jr. and (tie) Glenn Y. Belyea, Harold Prince, and Pete Squibb
1986	Eric Kurzejeski and Larry Vangilder	David Urich, John Graham, Robert Miller, and Edward Gaskins	Charles Dieter and Thomas McCabe
1987	Scott Craven	Tonie E. Rocke, Thomas M. Yuill, and Beth Fritz	James D. Garner, Joyce E. Hoffman, and Elizabeth A. Cook
1988	Susan M. Haig, Jonathon D. Ballou, and Scott Derrickson	Frank R. Thompson, III	
1989	Loren W. Burger, David P Hones, Mark R. Ryan, and Alice Wywialowski	Frederic A. Reid, Mark S. Kaiser, and Leigh H. Fredrickson	

	BEST PAPER	BEST STUDENT PAPER	
1990	William H. Lane and Thomas Nicholls	Cynthia J. Wong and R. Ben Peyton	

	BEST PRESENTATION	BEST STUDENT PRESENTATION	BEST STUDENT POSTER
1991	Brenda S. Clark, David M. Leslie, Jr. and Tracy S. Carter	Brenda S. Clark, David M. Leslie, Jr. and Tracy S. Carter	Kimberly K. Kessler and Ron J. Johnson
1992	Guy A. Baldassarre and Chris Dwyer	Matthew J. Lovallo and Eric Anderson	M. Isabell Bellocq and S.M. Smith
1993	David L. Urich	David S. Klute and Robert J. Robel	Nicholas A. Stathis and David E. Anderson
1994	Loren W. Burger, Jr., Thomas V. Dailey, Eric W. Kurzejeski and Mark R. Ryan	Jamie Lafferty and John O. Whitaker, Jr.	Jo Salyers, Catherine Kolkmeier, Karen Tyrell, and Virgil Brack, Jr.

	BEST PRESENTATION	BEST STUDENT PRESENTATION	BEST STUDENT POSTER
1995	Therese M. Donovan, Douglas A. Clark, Robert W. Howe and B.J. Danielson	Meg Clark, Delia Raymer, Allison Gormley, Scott R. Winterstien and Henry Campa, III	George F. Hubert, Jr., David J. Case, Robert D. Bluett, and Mark D. Duda
1996	Tim A. Nigh	D. Todd Farrand, Alan Woolf and Richard S. Halbroom	No Award
1997	Douglas Siegel-Causey	David Unger, Eric Anderson, and Bruce Kohn	No Award
1998	Not Judged	<u>Laura M. Myers</u> , N.E. Mathews, and J.M. Kozma	Not Judged

	BEST STUDENT PRESENTATION	BEST STUDENT POSTER
1999	Brent E. Jamison	Lori Corteville
2000	Kyle D. Zimmer	Brian P. Piccolo
2001	D. Todd Farrand	Robert J. Fletcher, Jr.
2002	Midwest not held this year	Midwest not held this year
2003	?????	?????
2004	Peter A. Bull Michigan State University	Aaftab A. Jain Iowa State University
2005	?????	?????
2006	?????	?????
2007	Nico Dauphine	Emily Koppel Minnesota State University - Mankato
2008	?????	?????
2009	?????	?????
2010	Jennifer Stenglein University of Wisconsin - Madison	Bill Peterman University of Missouri
2011		
2012		
2013		
2014		
2015		
2016		
2017		
2018		
2019		
2020		

PROFESSIONAL AWARD OF MERIT RECIPIENTS

PROFESSIONAL AWARD OF MERIT RECIPIENTS	
1985	Thomas S. Baskett
1986	Glen C. Sanderson
1987	Harvey K. Nelson
1988	L. David Mech
1989	Louis J. Verme
1990	Gordon W. Gullion
1991	Leigh H. Fredrickson
1992	George V. Burger
1993	Tony J. Peterle
1994	Edward Langenau, Jr.
1995	Ted Bookhout
1996	John Roseberry
1997	Not Awarded
1998	Not Awarded
1999	Charles M. Nixon
2000	Al Berner
2001	David J. Case
2002	Erwin "Erv" E. Klaas
2003	Scott R. Craven
2004	Ollie Torgerson
2005	James W. Hardin
2006	Not Awarded
2007	William Anderson, Illinois
2008	Olin Eugene Rhodes, Jr
2009	Stephen P. Havera
2010	WHO???
2011	Russ Mason
2012	Not awarded
2013	
2014	
2015	
2016	
2017	
2018	
2019	
2020	

OUTSTANDING WILDLIFE STUDENT AWARD		
	<u>Undergraduate</u>	<u>Graduate</u>
2011	not awarded	Rachael Urbanek, SIU
2012	Chad Williamson, Ball State	Jennifer Stenglein, UW-Madison
2013		
2014		
2015		

2016		
2017		
2018		
2019		
2020		

ACADEMIC YEAR	OUTSTANDING STUDENT CHAPTER
1999-2000	University of Wisconsin, Stevens Point
2000-2001	Hocking College
2001-2002	University of Wisconsin, Stevens Point
2002-2003	Central Michigan University
2003-2004	University of Wisconsin, Stevens Point Missouri Western State College
2004-2005	University of Missouri
2005-2006	Michigan State University
2006-2007	Missouri Western State University
2007-2008	University of Illinois – Champaign/Urbana
2008-2009	Missouri Western State University
2009-2010	Missouri Western State University
2010-2011	Michigan State University
2011-2012	Missouri Western State University
2012-2013	

Materials for History of the Section were prepared originally by Douglas C. Harr and H. Lee Gladfelter and were adapted and enhanced for a NCS handout. Much of the information was extracted from file notes and correspondence; some information was drawn from memory. They apologize for any errors that may have crept into the document. Corrections and additions are invited. Please respond to the current President of the North Central Section. The Section Secretary is responsible for updating this information annually.

North Central Section
The Wildlife Society

FORMS

**NOMINATION FORM
 PROFESSIONAL AWARD OF MERIT
 North Central Section
 The Wildlife Society**

Name of Nominee: _____

Address: _____

Telephone: _____

Education:

Degree	Year	Institution	Major

Present Position: _____

Previous Positions (list most recent first):

Individual is being nominated on basis of:

- _____ A. Contribution to Knowledge
- _____ B. Single Outstanding Act
- _____ C. Leadership over a Period of Several Years

Specific accomplishment of nominee:

Please attach a narrative or curriculum vitae including as much detail as possible. A decision regarding your nomination will be largely based on the amount and type of information attached.

Submitted by:

Date:

Phone number:

Email:

GOAL 1: PROMOTE PROFESSIONAL STANDARDS FOR WILDLIFE RESEARCH, EDUCATION, AND MANAGEMENT

Efforts to educate wildlife students and wildlife educators about TWS's certification program. Describe activities, purposes, and results.

Efforts to educate wildlife students on professionalism, job qualifications, and ethical conduct. Describe activities, purposes, and results.

Efforts to involve wildlife students in professional activities or otherwise introduce students to the wildlife profession.

GOAL 2: ENHANCE KNOWLEDGE AND TECHNICAL CAPABILITIES OF WILDLIFE STUDENTS

Conduct and/or participation in workshops, symposia, conferences, and conclaves. Describe purpose, program/agenda, and participation for each. Agendas or other materials may be attached.

Publication of newsletters and development or maintenance of listserves and Web sites to provide communications with and among members. Describe purpose, content, and frequency of publication or use of each. Samples may be attached.

GOAL 3: ENCOURAGE AND RECOGNIZE PROFESSIONAL STEWARDSHIP OF WILDLIFE AND PROMOTION OF TWS GOALS

Participation in habitat management and resource conservation projects. Describe activities, purposes, and impacts on members/profession/resources.

Sponsorship of annual awards program to recognize excellence in wildlife stewardship and service to the student chapter or profession. List award(s), purpose, and recipient.

GOAL 4: ADVOCATE USE OF SOUND BIOLOGICAL, SOCIAL AND ECONOMIC INFORMATION FOR WILDLIFE POLICY DECISIONS

Development of technical review papers and position statements on wildlife policy issues. Communication of chapter positions to the public, media, legislators, agency heads, and judicial proceedings. Describe activities, purposes, and impacts.

Cooperative efforts with other professional societies, conservation groups, and natural resource agencies to achieve mutual goals. Describe activities, purposes, and results.

GOAL 5: INCREASE PUBLIC AWARENESS AND APPRECIATION OF WILDLIFE CONSERVATION AND THE WILDLIFE PROFESSION

Development and/or presentation of information on wildlife science, management, and policy to the public. Describe activities, purposes, and results. Samples may be attached where appropriate.

Efforts to enhance relationships between wildlife students and landowners, interest groups, and local governments. Describe activities, purposes, and results.

Efforts to document and communicate the history and development of the wildlife management profession. Describe activities, purposes, and results.

GOAL 6: ENSURE FINANCIAL STABILITY AND FUTURE GROWTH OF THE CHAPTER

Efforts to promote membership in the chapter, your section, and TWS (international organization). Describe activities, purposes, and results.

Efforts to involve wildlife students in chapter activities. Describe activities, purposes, and results.

Efforts to diversify the ethnic and gender composition of the chapter and/or profession.

**APPEND ANY SUPPORTING OR SUPPLEMENTAL DOCUMENTS FOLLOWING THIS PAGE
(As an Appendix, these documents support but do not replace the application above)**

STUDENT CHAPTER ANNUAL REPORT AND STUDENT CHAPTER OF THE YEAR AWARD

NORTH CENTRAL SECTION OF THE WILDLIFE SOCIETY

Overview and Goals

The NCS presents the Student Chapter of the Year award to an outstanding student chapter each year. The goal of the award is to encourage and recognize exceptional achievements by Section student chapters. Active and effective student chapters are needed to achieve The Wildlife Society's goals, many of which are best addressed at the state/provincial or local level. Student chapters also strengthen the Society's membership recruitment and retention efforts by providing opportunities for member involvement in Society activities. The Student Chapter of the Year award pays tribute to this important unit of The Wildlife Society.

Application Guidelines and Procedures

The Student Chapter of the Year award is presented annually to one student chapter of the section for exemplary contributions to the Society's mission and goals. The winning student chapter receives recognition at the Section's annual meeting award ceremony and their name is added to the Section's permanent records.

Student chapters are asked to report their annual activities to the Section on the form provided. The completed form will also serve as the Chapter's nomination for the award. The annual report/nomination form should be sent by the Section Secretary to each Student Chapter by 1 February and returned to the President of the North Central Section, attn: Chapter Awards Committee, by 30 April. The chapter receiving the award is not eligible for recognition in the following year but is still encouraged to submit an annual report.

Recipients of the Student Chapter of the Year award may excel in one or several areas. The Section's Selection Committee considers the Society's goals and criteria in making their selection. Applicants should provide a complete and concise description of their student chapter's activity in each of the areas described. Applicants must document the level of member participation in the various activities/initiatives, actual accomplishments, and their impacts on members, the profession, and resource management. Supplemental information, documentation, select photos, or other information may be appended to the application. A single electronic document is preferred. Information provided should cover only the previous year's activities. In areas where there has been no student chapter activity or where information is not available, write "does not apply."

Student Chapter of the Year Travel Grant

A travel grant of up to \$1,000 will be awarded to the student chapter that is named the Section's Student Chapter of the Year. The travel grant must be used to send a student delegation to the Midwest Fish and Wildlife Conference, The Wildlife Society's annual meeting, or both in the year the award is made. The Student Chapter of the Year must further qualify for the grant by meeting the following criteria: (1) a minimum of three members of the student chapter must attend the conference and (2) the three individuals must be members of The Wildlife Society and cannot be recipients of other TWS travel grants that year. Grant monies are to be used by the student chapter for any travel expenses (transportation, lodging, meals, and registration) associated with sending a student chapter delegation to the annual conference. The conference is an excellent opportunity for students to learn about a wide range of research and management programs and to meet other students and wildlife professionals throughout the Midwest.