

*This document includes some draft outlines for how the Society of Arab Music Research (SAMR) can move forward, if we so decide. These drafts are meant to inform our discussion at the 2018 Annual Meeting in Albuquerque, but I welcome feedback, suggestions, and other comments or ideas both before and after that session. For a more complete introduction to this document, see the blog post at <http://samr.club>. I appreciate your time in reviewing these materials and look forward to a fruitful discussion!*

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## Continuing as a Special Interest Group (SIG)

**SEM description:** Special Interest Groups bring together ethnomusicologists with a common interest in a particular area of study. They are similar to Sections, but are smaller and more informally organized. Select from the following links to learn more about Special Interest Groups.

### **Role and duties:**

#### **Chair (2nd year of 2 year term)**

Prepare and run the annual meeting  
Write annual report  
Solicit and organize sponsored panels  
Solicit, edit, and publish website contributions (posts, resources, membership updates)

#### **Chair-elect (elected in the national meeting)**

Act as secretary in meetings (take attendance and minutes)  
Support the chair in other tasks  
Run the annual meeting in the chair's absence

**Election:** vote taken on nominations and self-nominations (including those that came in from people who could not attend the meeting) during the annual meeting.

**Thoughts:** Because of the intentionally informal nature of a SIG, having a vote happen during a meeting is probably sufficient. In accepting a nomination or self-nominating, a chair-elect will commit to attending the next meeting. We can solicit nominations ahead of time so that someone who will not be at the current meeting but will be there for the following one can self-nominate via email. In the case of a chair-elect who is not present, a volunteer can take minutes.

## Moving to a section

**SEM definition:** Sections support large areas of professional interest within the Society membership. Sections elect their own officers and in some cases collect nominal dues on a volunteer basis

**Needs:** There is a form requiring the following information to move from a SIG to a section:

- Name of the organization
- Name of chair/president

- Purpose of the organization
- Date established
- Number of members
- Rationale for changing from a SIG to a Section
- Contact info

The stated requirements include:

- The subject of study is of interest to scholars who work in more than one country or region and/or has been prominent in the field of ethnomusicology for at least a decade. (I am told that this should not be a problem, especially if we include North Africa to Indonesia and the diaspora)
- The group has a minimum of 50 members on the books and can demonstrate that 25 or more attended the 3 most recent meetings at the SEM Annual Meeting. (We're right on the border of this with 22 and 25 at the last two meetings; the years before are not documented; I am told that we can submit a proposal and try, though it would certainly be stronger if we have a strong turnout this year; overall attendance has been fairly consistent at 21-23)
- Has developed coherent and complementary job descriptions for each officer they plan to elect. (We'd need to get this done, but some draft bylaws follow)
- Has a clear rationale for setting, collecting and changing dues. (Journal and/or a student paper prize would be logical first steps)
- Has an equitable system for selecting papers or other elements of their program. (Blind review, committee run by a vice/elect figure, see the draft bylaws below)
- Has a strong rationale for spending dues on an activity that will benefit their membership and attract new members.

## Draft bylaws for a potential Section

(Thanks to Chris Nickell for sharing the GST document, which much of this is based on)

### NAME

The name of the Section shall be the Society for Arab Music Research (SAMR). SAMR is an established section of the Society for Ethnomusicology (SEM). SEM is a non-profit non-governmental international organization founded in 1955 to promote the research, study, and performance of music in all historical periods and cultural contexts.

### OBJECTIVES

(We can work this out soon, perhaps have some ideas for the meeting or I can look into earlier documentation for a statement that still works.)

### MEMBERSHIP

1. Membership in SAMR is open to all members of SEM.
2. SAMR members have the right to participate in business meeting discussions and to vote on issues raised.
3. Membership meetings are open to all attendees of the SEM Annual Meeting.
4. SAMR collects member dues to be used for Section programing and initiatives. Suggested annual dues are \$10 for faculty and \$5 for students. Dues are voluntary and collected by SEM during membership registration.

## **ELECTED OFFICERS AND RESPONSIBILITIES** Positions and duties in blue would take effect if SAMR takes on the *Journal of Arab Music Research*

**Two co-chairs** shall organize and manage the affairs of the section. They communicate with members through various available outlets (the website, email list, social media), call and run Section meetings, and file reports as requested by the SEM leadership. The chairs may share or divide other duties including organizing and chairing the prize and program committees and representing the Section during SEM business. *In conjunction with the journal editor, the co-chairs shall assist in the management and the publication of the *Journal of Arab Music Research*.* The co-chairs serve offsetting two-year terms following a year as chair-elect.

The **chair-elect** shall support the chairpeople in the duties outlined above and serve on the program and/or prize committees while learning the structures and organization of the Section. *In conjunction with the secretary-treasurer, the co-chair shall assist with the financial and organizational needs of the *Journal of Arab Music Research*.* The chair-elect shall service a one year term before replacing the outgoing co-chair.

The **journal editor** shall direct the publication of the *Journal of Arab Music Research*, including the solicitation of articles, reviews, and peer reviews and communication with authors and reviewers. The journal editor shall serve a three year term, though the nature of this position may allow for a longer term to provide continuity.

The **secretary-treasurer** shall keep a record of Section proceedings including attendance and minutes from membership and business meetings; supervise the accounts and financial affairs of the Section; and report on Section finances as required by SEM and the Section. *In conjunction with the journal editor, the secretary-treasurer shall assist with the financial needs of the *Journal of Arab Music Research*.* The secretary-treasurer shall serve a two year term.

The **website manager** shall work in conjunction with the co-chairs and secretary-treasurer to maintain and update the Section website *and assist with the technical needs of the *Journal of Arab Music Research*.* In the case of a co-chair, chair-elect, or secretary treasurer with the requisite knowledge and experience, the person serving in that capacity may also take on this position's duties. The website manager shall serve a two year term.

## **ELECTIONS**

Elections shall normally occur in the fall, preceding the annual SEM meeting. Elections for vacancies during other times of the year shall be held as soon as is possible following a call for nominations.

A call for nominations with a description of open positions shall be announced at least one month before a scheduled election.

Voting shall be online and open to Section members. Officers shall be elected by a simple majority of votes cast with a run-off of the top two vote-getters in cases where more than two candidates run and none receives a majority.

Except in the case of the website manager, no members shall hold more than one office at a time.

A vacancy shall be filled using the online election described above.

## **COMMITTEES AND PROGRAMS**

Standing committees shall include:

1. The Prize Committee(s), who will evaluate submissions to Section prizes.

2. The Program Committee, who will solicit, evaluate, and coordinate panels to be sponsored by the Section at the SEM Annual Meeting.

Section members may also organize to pursue other initiatives using Section resources on an ad hoc basis.

## **BUSINESS MEETINGS**

A business meeting shall be held at every SEM Annual Meeting and announced to the membership through the email list, Facebook, the SEM program book, and/or similar means of communication. An agenda shall be circulated to the membership in advance of the meeting and members have the right to suggest additions or other changes. Meetings must have a quorum of ten attendees.

Co-chairs (or a representative) shall direct facilitate meetings. Every member is allowed to speak and make a proposal. Consensus shall be a goal, though in cases where it cannot be reached, decisions will be made by simple majority of votes. Minutes shall be shared to the membership following the meeting.

## **AMENDMENTS TO THE BYLAWS**

These bylaws can be amended by a two-thirds majority vote of present members at a business meeting or of votes cast in an online vote. A proposed amendment or change shall be submitted with names of ten supporting members to the co-chairs who will share it with the membership through the email list or similar means of communication. Voting on the proposed amendment shall occur between thirty (30) and sixty (60) days of the membership receiving the text of the change.