



*Astrobiology  
Society of  
Britain*

## **Astrobiology Society of Britain Committee Constitution 2015**

1. The committee will consist of a Chair, Communications Officer, Secretary, Treasurer, Membership Secretary (i.e. 5 named officers) and ordinary members (*ca* 9 which are to include at least one PhD student, one representative from the UK Space Agency and one from the UK Centre for Astrobiology).
2. Nomination to the committee will be from the paid-up membership. All nominees must have a proposer and seconder who are themselves paid-up members of the society.
3. A call for nominations will be made by the Secretary every 2 years, to allow attendance at the autumn committee meeting, commencing autumn 2015. Where an election is required, this will be open to the membership (paid-up when election announced) and organised by the Secretary. All committee members will be eligible to vote in their capacity as members of the society, but in the event of a tie, the committee will itself take an internal vote on the candidates. In the event of a tie at that stage, the Chair will cast a deciding vote.
4. The Chair will be elected, by the committee, on a 2-year basis at the autumn committee meeting, with the option for re-election (for a maximum of two additional terms). The new Chair will take office at the conclusion of that meeting. The retiring Chair will remain a committee member unless he/she wishes to resign from the committee.
5. All other officer posts will not be subject to a fixed period of office but where an officer wishes to stand down, the committee will be charged with appointing a successor. The posts will be elected by the committee at the autumn committee meeting, commencing autumn 2015.
6. Officers must have served on the committee for at least 6 months prior to being appointed.
7. Every two years, three persons will offer to stand down from the committee. They will be resignees, or the longest serving non-officers. The Chair will enable this by asking committee members what they intend to do. This will be concurrent with the call for nominations. In the absence of new nominations or co-opting, the Chair will not require members to stand down.
8. The committee may co-opt members as deemed appropriate, for example upon resignations at irregular times.