

Cultural Geography Specialty Group Association of American Geographers

Bylaws

Article I: Purpose

The Cultural Geography Specialty Group (CGSG) seeks to promote and encourage scholarly research and quality teaching in the field of Cultural Geography through the exchange of current thoughts, trends and information focusing on all areas of Cultural Geography. The CGSG shall encourage, facilitate and sponsor the organization of paper sessions and discussion panels at national and regional meetings of the Association of American Geographers (AAG) as well as other seminars, symposiums, and conferences at which themes relating to cultural geography are discussed. The CGSG will also reward junior scholars by hosting paper competitions and awarding research grants. The CGSG will stimulate dialog about and among the discipline and represent the members in all matters related to membership in the national association (AAG).

Article II: Membership

All members of the AAG, as well as non-geographers and foreign geographers, are eligible for membership. Any AAG member will become a member of the CGSG by checking off the appropriate CGSG specialty box on their AAG membership renewal form and by submitting dues for the specialty group. These monies will be collected by the main AAG office and dispersed back to the group as requested by the treasurer. Therefore, all members of the CGSG must be members of the AAG. The AAG will certify membership in the CGSG each year after payment of annual dues. Any member of the CGSG may hold office if duly elected or appointed according to the requirements in Article III. Any independent scholars, non-geographers or visiting geographers may present papers in CGSG sponsored sessions at no charge. This, however, should be communicated to the board in advance of the session for approval.

Article III: Officers

The CGSG will be governed by an Executive Committee consisting of a Chairperson, a Secretary/Treasurer, three Directors (Nominations, Program, Awards), and two Graduate Student Representatives (1 MA, 1 PhD). Upon election, each member of the Executive Committee will serve a two-year term. If some unforeseen circumstance prohibits them from fulfilling their term, the Chair of the CGSG may appoint an Interim Director.

A. Election of Officers:

The officers will be elected by secret ballot at the CGSG annual business meeting that is held during the annual meeting of the AAG. The Chairperson, Awards Director, Nominations Director, and one Student Representative (PhD) will be elected during odd-numbered years. The Secretary/Treasurer, Program Director, and one Student Representative (MA) will be elected during even-numbered years. All members of the Executive Committee may serve a maximum of

two consecutive terms. The Nominations Director will solicit candidates, prepare the ballot and supervise the election. Candidates will win by majority vote and must be in good standing with both the AAG and CGSG. A Call for Nominations will be included in the newsletter published prior to the annual AAG meeting. This notice will inform members of any additional positions for which nominations are required by virtue of a vacancy. Such nominations should include the name, affiliation, and address of the nominee, the position being nominated and an indication if the nominee is willing to stand. Self-nominations are acceptable.

B. Duties of Executive Committee Officers:

1. Chair. The Chair will be responsible for: a) chairing the annual business meeting; b) together with the Secretary/Treasurer, the publication of one Cultural Geography Specialty Group Newsletter each year; c) submitting to the AAG office, by 31 May of each year, an annual report of the activities, finances, and immediate objectives of the CGSG; and d) providing general stewardship for the members of the specialty group in all matters while promoting the discipline of Geography in general and cultural geography specialization in particular.

2. Secretary/Treasurer. The Secretary/Treasurer will be responsible for: a) receiving and dispersing all funds of the CGSG; b) maintaining an up-to-date list of all members of the CGSG; c) keeping minutes and presenting a financial statement of the CGSG at the annual business meeting; and d) together with the Chairperson, the publication and distribution of one Cultural Geography Specialty Group Newsletter, prior to the national meeting of the AAG.

3. Directors (4). Three Directors will be elected at the appropriate meetings: Awards Director, Program Director, and Nominations Director. In addition, Two Graduate Student Representatives shall be elected as fourth and fifth directors (preferably 1 MA, 1 PhD). No two Directors of the Specialty Group (SG) will be from the same regional division of the AAG *unless* there are not sufficient candidates on the ballot. Directors will be elected by the membership of the SG at-large from a list of candidates submitted by the Nominating Director and printed in the spring newsletter.

All Directors will: a) discuss and evaluate the activities of the SG and present their findings at the annual business meeting; b) propose objectives for the CGSG to pursue during the year following the annual business meeting; c) approve or disapprove all activities of the CGSG that are not specifically mentioned in the Bylaws; d) review the accounts of the CGSG before the annual business meeting; and e) each Director will chair a standing committee of the CGSG, i.e. the Nominating Committee, the Awards Committee, Program Committee or the Student Advisory Committee. The number of committee members needed will be determined by the committee chair and approved by the Executive Committee.

4. Voting. Each Director will have one vote on the Executive Committee. That vote should represent the majority opinion of their respective committees. All procedures will be according to the rules of order desired by the current Executive Committee. This means that a motion must be proposed, with a second vote of support for the motion to be placed in front of the committee or

voting body. Once the motion is in place, discussion is allowed on that issue until a vote is called. Then, that motion will be acted on. Once that motion is decided it can then be amended with the same procedure. Those results will be recorded by the Secretary. In the same manner, the voting body, which consists of dues paying members of the CGSG, shall each have one vote. All motions will pass with a simple majority of those present. Vote by proxy will not be accepted. This shall be the procedure to change any directive of the CGSG. The Executive Committee can decide all issues electronically through the year, and those events will be reported by the Secretary at the annual meeting. In the event that a vote by the Executive Committee is split evenly, then it will be the sole discretion of the chair to either a) cast another decisive vote, or b) find an objective reviewer to be appointed to a temporary ad-hoc position on the Executive Committee to cast a decisive vote.

Article IV: Standing Committees

The four standing committees of the CGSG are the Awards Committee, the Program Committee, Nominating Committee and the Student Advisory Committee. Each committee will consist of four members *when possible*, with at least one member being a student (undergraduate or graduate), and will be convened by one of the Directors at a mutual time and place. The Executive Committee may organize ad-hoc committees at their discretion. The Chair of any ad-hoc committee will report directly to the Executive Committee and will not have a vote on said committee.

1. The Awards Committee will determine methods by which recognition will be given for major contributions to cultural geography. Currently there are four awards that are determined on an annual basis: MA Paper Award, PhD Paper Award (The Terry Jordan-Bychkov Award), MA Research Grant, and PhD Research Grant (The Denis Cosgrove Award). Criteria for and history of those awards is included in Appendix A.
2. The Program Committee will be responsible for organizing, arranging, or sponsoring (or co-sponsoring with other specialty groups) cultural geography sessions at the annual meetings of the AAG. Also, the Chair of the Program Committee, in conjunction with the other Directors, will determine the speaker and convene the annual Cultural Geography Specialty Group Marquee Presentation at the annual AAG meeting.
3. The Nominating Committee will draft a ballot to nominate a list of candidates for the offices of the CGSG. Nominations will include the names of all members suggested by any member of the CGSG as well as those solicited by the Nominations Committee. Candidates must give permission for their name to be placed in nomination. Nominations will be accepted from the floor and will be presented for election as right-ins at the annual business meeting. The ballot will be pre-printed and distributed during the business meeting. Candidates will win by a simple majority.
4. The Graduate Student Representatives will be responsible for engaging student participation in the specialty group, managing the group's social media (Facebook, Twitter, and

Instagram), and, based on sufficient interest, organize and chair at least one student-only paper session at the annual AAG meeting and help to meet the needs of the students presenting papers or engaging in research. Additionally, the Student Directors will, at their discretion and availability, encourage paper sessions at regional meetings under the auspices of the CGSG. Traditionally, Grad Student Representatives have hosted a CGSG Breakfast paid for by the CGSG. In addition, Graduate Student Representatives will organize a Photo Exhibition and competition where the winning photo(s) will undergo review for publication in FOCUS. All AAG Meeting attendees are invited to these events. Appendix B lists the guidelines for the Photo Exhibit and Competition.

In achieving these tasks, each Graduate Student Representative will have a different focus in their position. The representative in their first year (again, regardless of degree program) will manage the CGSG's social media presence on Facebook, Twitter, and Instagram (the primary use of which will be the Landscape Photo Exhibition). The representative in their second year of their term on the board (regardless of being MA or PhD) will coordinate the annual Photography Exhibition and Graduate Student Coffee and Breakfast. Both reps will work together in coordinating a student-only session at the annual national and regional meetings, as interest is supplied.

Article V: Dues and Expenses

Dues of \$5.00/year [\$2.00/year for student members] will be collected by the AAG Office and returned to the CGSG. Dues may be used to defray the costs of publishing and distributing the Cultural Geography Specialty Group Newsletter, for awards, for registration fees of visiting foreign cultural geographers and non-geographers who are speaking in CGSG sponsored sessions at the AAG annual meeting, and, when approved by a majority of the Directors, for other expenses incurred by the CGSG.

The Executive Committee may establish reasonable fees for publications, workshops, symposia, and other activities organized under the auspices of the CGSG. With approval from the Executive Committee, dues may also be used to pay honoraria for speakers in the CGSG Lecture series and for associated social events.

No part of the net earnings of the CGSG shall inure to the benefit of, or be distributable to its members, trustees, officers or other private persons except in the case of awards, honoraria or expenses incurred by the Executive Committee in the fulfillment of its duties. These expenses must be reported to the Secretary/Treasurer to be accounted for in the annual financial report.

Article VI: Ratification and Amendment of Bylaws

Any revision of the bylaws is subject to the unanimous approval of the Executive Committee. This can be done electronically. They will then be presented to the voting body at the annual meeting of the AAG after their review in the preceding newsletter. Any amendments will take place immediately after a majority ratification at the annual AAG meeting.

Article VII: Publications

The CGSG will publish and distribute a newsletter, *Place and Culture*, to members once a year. The newsletter will be distributed electronically just prior to the annual AAG Meeting and archived on the CGSG website.

The CGSG may sponsor other publications (directories, proceedings, etc.) as appropriate, subject to the approval of a majority of the voting body at the annual meeting.

Article VIII: Dissolution Clause

Upon dissolution of the organization, the Executive Committee shall, after paying or making provisions for the payment of all the liabilities of the organization, dispose of all assets of the organization to the AAG.

Respectfully submitted May 28, 2015:

Chris W. Post, Chair of the CGSG
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Appendix A: Awards Criteria and History

Awards Bylaws

This guide will help organize the ways by which the awards are advertised, reviewed, and presented. It is noted here that students need to be enlisted in the CGSG to apply since the awards are paid for, in part, by the membership fee. Students may not apply for BOTH a paper and research grant award in the same year. All competition results will be announced at the Annual Meeting of the AAG during the CGSG Marquee Address/Business Meeting.

Paper Awards

Terry Jordan-Bychkov Award

- This award is presented to the best paper amongst doctoral students (or recent PhD recipients submitting dissertation work).

Prize = \$300

Masters Paper Award

- Presented to best award from MA work (PhD students are eligible to submit their thesis work). This field has been qualitatively and quantitatively weak in recent years, we should be flexible in managing this money award (more to PhD paper?)

Prize = \$200

Undergraduate Paper Award

- Presented to best undergraduate submission. This field has also been weak and similar flexibility should be noted as noted with MA paper award.

Prize = \$100

The Cultural Geography Specialty Group (CGSG) Terry G. Jordan-Bychkov (PhD) and MA Student Paper Awards recognize outstanding work by graduate students pursuing research in cultural geography. The papers are judged individually on the basis of: (1) scholarly merit (quality, rigor, and significance of the argument, findings, and/or methodical approach); and (2) the organization and clarity of the paper. The competition is open to any graduate student or recently awarded Doctor (since the previous AAG meeting) who presents a cultural-geographic paper from dissertation or thesis work. The paper must be given at a professional meeting between the previous AAG Annual Meeting through the current meeting for that academic year. The paper NEED NOT be presented at the AAG Annual Meeting. Entries undergo review by a committee of faculty members of the CGSG. Traditionally, award amounts are \$300 (Jordan-Bychkov) and \$200 (MA); they may not be made if papers are deemed not suitable.

The digital application will be made available on the Cultural Geography Specialty Group website: <http://www.kent.edu/stark/cgsg>. The application consists of the application form, paper, and one-page curriculum vitae. The package can be sent as one .doc or .pdf file. In lieu of an electronic submission, applicants may opt to send **FOUR** hard copies of the application package by regular post to the Awards Director.

The text of the paper is limited to twelve double-spaced, typed pages of text (i.e., NOT including figures, maps, and references) with no self-identifying information in your paper as this is a double-blind review. Do not use a font size less than 12 point and there should be no margins less than one inch on the page. Please use the *Annals of the Association of American Geographers* style guide for all citations, references, and other typographic elements. PAPERS THAT DO NOT ADHERE TO THESE GUIDELINES WILL BE AUTOMATICALLY DISQUALIFIED.

Research Awards

Denis Cosgrove Award

- This award is presented to the best research proposal amongst doctoral students.
Prize = \$500

Masters Research Award

- Presented to best research proposal for MA work
Prize = \$250

Prize amounts should always be advertised in CFPs as “historically” or “traditional” for reasons of flexibility (see below for an example from 2009).

The Cultural Geography Specialty Group (CGSG) Denis E. Cosgrove (PhD) and Masters level Research Grant Awards aim to provide a measure of support for graduate students to conduct high-quality research projects for their master's thesis or doctoral dissertation. The awards are competitive; applications are judged individually on the basis of: 1) scholarly merit of the project, including cultural-geographic significance of the research question and quality of the methodology; 2) organization and clarity of the proposal; and 3) qualifications of the student to conduct the proposed work. Traditionally, awards will be made at \$500 for the PhD level (Cosgrove Award) and \$250 for the MA level; they may not be made if proposals are deemed not suitable. Entries undergo review by the specialty group's Executive Committee. A complete application must be sent electronically (.doc, or .pdf formats) to the Awards Chair.

The application will be made available on the Cultural Geography Specialty Group website: <http://www.kent.edu/stark/cgsg>. The application consists of a cover page, proposal, an itemized budget, (all as .doc forms below) and a one-page synopsis of the curriculum vitae (a sample is provided below). The package can be submitted as one .doc or PDF file to the Awards Chair. The proposal should present the research question, outline the methods and data employed, and summarize the expected results and significance of the project.

Judges

Judges should be untenured faculty so they may put service items on their CV. Each will receive a \$50 honorarium for their effort. For the paper award, we should have a double-blind review by CGSG members NOT on the executive board, one being a/the winner from the previous year. The research awards will not be double-blind and will be judged by the executive board of the CGSG. Send final notes of appreciation on letterhead for dossiers.

Timetable

All awards will be announced: in July through the AAG Newsletter, the CGSG webpage, and the AAG webpage; and in early September through the CGSG listserv, the SG Chairs listserv (for distribution to their school departments, not SG), and the “My Communities” tool at <aag.org> (I don’t like this tool, but future Award Chairs can use it). Efforts to capitalize on personal networks of the executive committee should also be made (current schools, alma maters, colleagues with similar interests, dispersed former graduate student colleagues, etc.). The paper award will be due in mid-January and the winner notified in mid-March. The grant awards will be due in mid-December and winners notified in mid-February to facilitate student summer travel planning.

- August: Announce Awards
- December: Grant Proposals Due
- January: Papers Due
- February: Grant Award Winners Notified
- March: Paper Award Winner Notified

Presentation

Presentation of all awards will be done at the CGSG keynote session during the AAG with the help of the guest presenter. This has been great since implemented and will continue.

Announcements

1. *Place and Culture* (CGSG newsletter): the year after awards are granted. For example, the 2008 award winners will be announced in the 2009 CGSG newsletter (published in February 2009) since awards are traditionally announced for the first time at the AAG meeting. Yes, there is a lag. That’s OK.
2. *AAG Newsletter*: first possible issue after AAG meeting.
3. *Website*: Immediately after AAG meeting.

Budget

Awards

Papers

- PhD.....\$300
- Masters.....\$200
- Undergrad.....\$100

Research Grants

- PhD.....\$500
- Masters.....\$250

Judge Honorariums

3 x \$50/each.....\$150

Total.....\$1500

Appendix B: Guide for Photo Exhibit and Competition

1. The CGSG Photo Exhibit is an annual photography exhibition at the National AAG Meeting. It is coordinated primarily by the CGSG Graduate Student Representatives, with the support of the CGSG Board, with assistance from the American Geographical Society and the editor(s) of FOCUS.
2. Participants will submit one photo of the cultural landscape with a 250 word caption. The image and caption will be judged together.
3. The winning photo(s) is the one whose image and caption "says" or "tells" the strongest cultural geography story as depicted in the landscape.
4. The photo exhibit is open to any AAG members, at all levels (professoriate, graduate students, undergraduate, and professionals).
5. The Exhibit will be judged by a 3-5 member panel of CGSG members plus one representative of the AGS via 1) the display at the National AAG Meeting, preferably in the Exhibit Hall concurrent with a publisher reception, as well as 2) some file-sharing site (Dropbox or Google Drive) immediately after the meeting.
6. The top (up to 3) photographs will be selected for peer-review and potential publication in FOCUS in its "A Picture is Worth..." section. FOCUS is published by the American Geographical Society, and therefore a AGS rep on the judging panel. Those images selected will need to be accompanied by an expanded discussion/caption of the photo (<1,000 words) for peer-review publication. That process will be directed by the FOCUS editors, currently Margaret Gripshover and Thomas Bell of Western Kentucky University.
7. Photos submitted for this competition should not be considered for publication in another journal. Nor can they already be published elsewhere.
8. Any submission without an explicit statement to NOT be included will be automatically entered into the competition.
9. The image should be of high enough quality (resolution) to print out an 8x10 version (approximately 300 dpi).
10. Photographers will also retain copyright of their photograph until publication in FOCUS.