

Bylaws of The International Rough Set Society

Established 4 December 2005

1 Introduction

The Bylaws¹ of the IRSS are read in conjunction with the IRSS Constitution. The Bylaws set forth the requirements, regulations and rules that provide a basis for governing the IRSS.

The Bylaws are organized as follows. The requirements for the six types of membership in the IRSS are presented in Sect. 2. The requirements for Individual Membership (Sect. 2.1), Institutional Membership (Sect. 2.3), Corporate Membership (Sect. 2.4), Student Membership (Sect. 2.5), Active Membership (Sect. 2.6) and Honorary Membership (Sect. 2.7) are designed to meet the needs of many different groups in the rough set community. A detailed description of the responsibilities of IRSS Council members is given in Sect. 3. The details concerning IRSS elections and the method used to conduct official IRSS meetings are given in Sect. 4. Specifications concerning applications for IRSS-sponsored meetings, Institutional Membership applications, and Corporate Membership applications are given in Sect. 5. The method used to amend the IRSS Bylaws is given in Sect. 6.

2 Requirements for Membership in the IRSS

This section gives the requirements for each type of membership in the IRSS, which is described in Sect. 3 of the IRSS Constitution.

2.1 Requirements for Individual Membership in the IRSS

An Individual Member (IM) of the International Rough Set Society is a person who has satisfied the requirements for membership. There are two requirements for an *Individual Membership* in the IRSS. An Individual Membership (IM) of the International Rough Set Society is a person who (1) has registered as a participant in an official event of the IRSS² and (2) has subscribed to the Transactions on Rough Sets (TRS)³ journal or who is a member of either an institution or corporation that is *a member of the IRSS*. Since either an institutional member (See Sect. 2.3) and corporate member (see Sect. 2.4) of the IRSS already has a subscription to the TRS, it not necessary for members of IRSS Institutions or IRSS Corporations to have an individual subscription to the TRS. By definition, either an Institutional Member (IM) or a Corporate Member (CM) of the IRSS

¹*Bylaws* are laws or rules governing the internal affairs of an organization (see, e.g., [1, 2])

²see Sect. 11 of the IRSS Constitution on Official Events of the IRSS

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has a subscription to the TRS, which is accessible to all of its members. This waiver of an individual subscription to the TRS by an IM does not apply to members of institutions or corporations who have a subscription to the TRS, but who have not been accepted by the Council as members of the IRSS.

2.2 Individual Membership Fee

The registration fee paid by every registrant at an official event of the IRSS always includes an IRSS fee, if the registrant has not already paid the IRSS fee during the current year. This means that the IRSS fee would be waived for a registrant for an official event of the IRSS who has already paid an IRSS fee for some other official event of the IRSS during the current year. *There is no additional fee for an IM.* Payment of the registration fee for an official event of the IRSS satisfies the first requirement for an IM in the IRSS. Notice, however, that it is possible for a registrant at an official event of the IRSS to pay an additional fee for an individual electronic subscription to the Transactions on Rough Sets (TRS). The second requirement for an IM in the IRSS can be satisfied by an individual either by having an individual subscription to the TRS or by being a member of either an Institutional or Corporate Member of the IRSS.

2.3 Requirements for Institutional Membership in the IRSS

There are two requirements for an *Institutional Membership* in the IRSS. An Institutional Member (IsM) of the International Rough Set Society is (1) a non-voting, national or regional not-for-profit organization such as a university, college, faculty, society, institute, or foundation whose purpose is related to and compatible with the purpose of the International Rough Set Society, and (2) has an institutional (e.g., library or department) subscription to the Transactions on Rough Sets.

An IsM achieves indirect representation in the IRSS, if any member of the IsM is either appointed as a member of the IRSS Steering Committee or the IRSS Advisory Board (AB) or is elected as a member of the IRSS Council or is elected as Chair or Vice Chair of the AB or as one of the other elected positions on the IRSS Executive Board.

2.4 Requirements for Corporate Membership in the IRSS

There are two requirements for a *Corporate Membership* in the IRSS. A Corporate Member (CM) of the IRSS (1) is a non-voting business corporation that is dedicated to the betterment of society, whose purpose is compatible with the purposes of the International Rough Set Society, and (2) has an institutional (e.g., library or department) subscription to the Transactions on Rough Sets.

A CM achieves indirect representation in the IRSS, if any member of the CM is either appointed as a member of the IRSS Steering Committee or the IRSS Advisory Board (AB) or is elected as a member of the IRSS Council or is

elected as Chair or Vice Chair of the AB or as one of the other elected positions on the IRSS Executive Board.

2.5 Requirements for Student Membership in the IRSS

There are two requirements for a *Student Membership* (SM) in the IRSS: (1) proof of full-time undergraduate or undergraduate student status, and (2) publication during the current year of a refereed conference or journal article in an official IRSS publication, where the student is either the author or the coauthor of the article. Verification of student status plus a copy of the published article are sent to the IRSS Secretary by a student who applies to become a SM of the IRSS.

2.6 Requirements for Active Membership in the IRSS

There are two requirements for a *Active Membership* (AM) in the IRSS: (1) completion of an AM application (this would be made available on the IRSS web page), and (2) agreement to work towards the betterment of the IRSS, where the AM agrees to do some form of volunteer work for the IRSS during the current year.

2.7 Requirements for Honorary Membership in the IRSS

There are two requirements for a *Honorary Membership* (HM) in the IRSS: (1) nomination by a President of the IRSS, (2) submission of a brief biography of the nominee, and (3) submission of a bibliography of published works by the HM nominee.

3 Responsibilities of IRSS Council Officers

The responsibilities of the Council officers of the International Rough Set Society®⁴ are set forth in this section. The responsibilities of the remaining elected members of the IRSS Executive Board are specified Sect. 7 in the IRSS Constitution.

3.1 Responsibilities of the IRSS President

The *principal* responsibilities of the President of the IRSS are (1) acting on behalf of the Society as a whole, (2) formulating policies that further the aims of the IRSS, (3) starting the election process for the IRSS every 4 years, (4) asking the IRSS Steering Committee to initiate a call for nominations of candidates for IRSS offices, (5) governing the IRSS in accordance with the IRSS Constitution and Bylaws, (6) initiating changes in the IRSS web page, (7) coauthoring with members of the Council an annual report concerning the state of the IRSS, (8) publishing an annual report on the IRSS web page, and posting the annual

⁴Registration of the *International Rough Set Society* is pending.

report on the IRSS web page, and (9) presenting a report on the state of the IRSS during the IRSS Business Meeting at the RSCTC conference.

3.2 Responsibilities of the IRSS Vice President

The *principal* responsibilities of the IRSS Vice-President are (1) assisting the President of the IRSS in preparing reports, (2) evaluating proposals for IRSS-sponsored events (e.g., conferences and workshops), (3) formulating policy proposals for the IRSS and (4) chairing IRSS Council and IRSS Executive Board meetings in the absence of the President of the IRSS. In the event that an IRSS President resigns, the Vice-President becomes Acting President of the IRSS, calls for nominations of a new President, and initiates a special election of a new President.

3.3 Responsibilities of the IRSS Secretary

The *principal* responsibilities of the Secretary of the IRSS are (1) assisting the IRSS Web Page Editor, (2) managing the secretariat (i.e., administrative office of the IRSS), (3) recording and maintaining information concerning members of the IRSS, (4) recording and archiving the minutes of meetings of the IRSS, (5) assisting the Treasurer in preparing annual reports for the IRSS, (6) assisting the Treasurer in filing tax statements for the IRSS, (7) assisting the Treasurer to ensure that financial statements reported by IRSS-sponsored conferences and workshops are complete and correct, (8) corresponding with IRSS members concerning IRSS events, publications, and renewal of IRSS memberships, and (9) distributing calls-for-submission for IRSS-sponsored Conferences and Workshops. The Secretary makes arrangements for taking minutes of all Council and Executive Board meetings as well as minutes for the Business Meetings at IRSS-sponsored conferences.

3.4 Responsibilities of the IRSS Treasurer

The Treasurer is responsible for administration of the funds of the Society as directed by the Council. Specifically, the Treasurer acts on behalf of the Society by (1) managing the finances of the IRSS, (2) preparing annual reports for the IRSS, (3) filing tax statements for the IRSS, (4) ensuring that financial statements reported by IRSS-sponsored conferences and workshops are complete and correct. Revenue received by the IRSS is reported by the Treasurer every two years during the IRSS Business Meeting at the RSCTC conference, and shall also present a budget proposal at the beginning of each new term of the IRSS Council, which the Council approves by a simple majority vote in favor of the budget.

The Treasurer is empowered in the name of the Society to accept and hold funds and property, and, under the authority and approval of the President, to employ staff and to make contracts subject to the following restrictions:

1. The Secretary and the Treasurer will undertake all major financial transactions jointly, after obtaining the approval of the President. The Council shall decide the nature and scope of such transactions as may be carried out by either of them separately.
2. The Treasurer shall cause proper books of accounts to be audited by an auditor appointed by the President.
3. If conditions are attached to funds granted or donated to the Society, the Treasurer must, before accepting such money, obtain the written approval of the President.

4 IRSS Election and Conduct of Business

This section describes the mechanism used to initiate and conduct an IRSS election. In addition, it prescribes the method to be used in conducting an official IRSS meeting of the Council, Executive Board, or General Business meeting at an IRSS-sponsored conference.

4.1 IRSS Election

Each IRSS election results from the cooperative efforts of the President of the IRSS, Chair of the IRSS Steering Committee (SC), and the Chair of the IRSS Advisory Board (AB). There are a number of basic steps required to initiate an IRSS election.

1. Six (6) months before the end of the term of an IRSS Council, the President asks the Chair of the IRSS Steering Committee (SC) to begin a call for nominations for candidates for IRSS offices.
2. The SC Chair prepares a slate of nominees for each IRSS election, and collects any additional nominations from members of the SC. All nominations for IRSS Council positions must satisfy the region rotation rule described in Sect. 9.4 of the Constitution. Any Individual Member from any region of the world is eligible to be a candidate for one of the following positions: Chair or Vice Chair of the Advisory Board, or Editor of the IRSS Web Page, or Editor of the IRSS Rough Set Methods online journal.
3. After the nominations for IRSS offices has been completed, the SC Chair forwards the list of candidates to the Advisory Board (AB) Chair.
4. The AB Chair invites the IRSS AB and all individual members to vote, sends the results of the vote to the SC Chair and the President of the IRSS.
5. The IRSS President posts the results of the election on the IRSS web page.
6. Steps 3 and 4 are repeated until a simple majority of the eligible voters elects the IRSS officers.

4.2 IRSS Voting Method

The method of voting during an IRSS election is determined by the IRSS Council. Voting on-line is recommended. Paper ballots are sent to Individual Members who have notified the IRSS Council that electronic voting is not available. A simple majority⁵ (i.e., a vote in favor by more than 50% of the eligible voters) is required for a candidate for an IRSS office to be elected.

4.3 Rules for Conducting Official IRSS Meetings

Robert's rules of order will prevail at all official meetings of the IRSS (see, e.g., [3]).

5 Guidelines for IRSS-Sponsored Events

The IRSS shall follow the guidelines below for all events that are proposed to be affiliated with the Society. All questions regarding sponsorship of meetings as well questions concerning possible joint sponsorship of meetings are resolved by the IRSS Council. The following items are taken into account relative to every IRSS-sponsored event.

1. Travel Expenses. Individual IRSS Council members will bear the travel expenses incurred for attendance at IRSS Conferences.
2. Reports. The organizers of every meeting shall submit a written or email report to the President not later than six months after the event. The report should include:
 - (a) Breakdown of attendance by country,
 - (b) Method and statistics of paper selections,
 - (c) Brief summary of the program and discussions,
 - (d) Global budget,
 - (e) Comments on such things as new features, problems, and format,
 - (f) An adapted version of this report will appear in the IRSS web page,
 - (g) Financial report submitted to the Treasurer of the IRSS (see Sect. 13 of the IRSS Constitution for details).

5.1 Applications

This section gives the details about the types of applications that can be submitted to the IRSS.

⁵A simple majority is the most common requirement in voting for a measure to pass, especially in deliberative bodies and small organizations. It means that, of those who cast a vote for or against a proposition or candidate, more than half of the votes is necessary for election [4]

5.2 Applications for Sponsored Meetings

The section gives the details for applications for IRSS sponsorship of meetings such as conferences and workshops. An application for an IRSS sponsored meeting should contain the following items:

Special statement:

I (or we) agree to abide by the appropriate International Rough Set Society guidelines described in Sect. 12 and Sect. 13 of the IRSS Constitution as well as Sect. 5 and Sect. 5.2 of the IRSS Bylaws concerning all aspects of the proposed meeting and to conduct the meeting in a way as close to the proposed form and substance as possible.

Each application should be submitted with the following heading:

Submitted to : President, IRSS

Submitted by : Institutional Member Representative

Submitted on : Date

Signature(s) : Organizing Committee Chair (financial responsibility)

Subject: Application for IRSS Sponsored Meeting

In addition, the IRSS sponsorship application should contain

1. Name and mailing address of the institutional member, organization, or individual submitting the application, and, in case of individual, his title or position.
2. The type of proposed meeting.
3. Proposed location, dates, title, and expected attendance.
4. Proposed scopes and language(s) besides English.
5. Estimated registration fee schedule in local currency (with the equivalent in Euros or \$US dollars at the date of application). Only those who are not Individual Members of the IRSS would be required to pay the IRSS fee for an IRSS-sponsored event. This means that the IRSS fee would be waived, if the registrant for an IRSS-sponsored event is already an IRSS Individual Member.
6. Proposed publications with an indication of formats, refereeing procedures, editors, and publishers.
7. Estimated global budget, including a profit/loss-sharing statement.
8. Proposed chairpersons of the conference Program Committee (names, title, position, mailing address).
9. Other committee chairpersons, and national or international co-sponsors (if applicable).

10. General additional information or special requests, including pre-conference financial aid.
11. Outline of meeting report for the IRSS web page.

5.3 Application for Institutional Membership

If a university, college, faculty, society, institute, or foundation desires to become an Institutional Member (IsM) of IRSS, an official letter must be sent by a representative of the organization to the current IRSS President, expressing the wish of that organization to become a member of IRSS. The letter must be accompanied by information about the institution, including the constitution, history, publications, activities, and contact address. The IRSS Council will then examine the application. Approval must be obtained by a unanimous vote by the Council Members.

An IRSS IsM is *not* required to pay any fees. However, to become an IsM of the IRSS, the institution must certify that it has an institutional subscription to the Transactions on Rough Sets, which is made available to its institutional members through the library or department at the institution.

5.4 Application for Corporate Membership

If corporation desires to become an Corporate Member (CM) of IRSS, an official letter must be sent by that corporation to the current IRSS President, expressing the wish of that corporation to become a member of IRSS. The letter must be accompanied by information about the corporation, including the constitution, history, publications, activities, and contact address. The IRSS Council will then examine the application. Approval must be obtained by a unanimous vote by the Council Members.

An IRSS CM is *not* required to pay any fees. However, to become a CM of the IRSS, the corporation must certify that it has a corporate subscription to the Transactions on Rough Sets, which is made available to its members through its library or department at the corporation.

5.5 Application for Active Membership

If an individual desires to become an Active Member (AM) of IRSS, an AM completes an application with two parts:

I. Active Member information:

1. Family Name,
2. Given Names,
3. Postal Address(es),
4. Contact telephone number,
5. Email address.

II. Agreement Concerning Service(s) for the IRSS:

I agree to perform at least one of the following services for the IRSS during the current year:

1. Description of Service: . . . ,
2. Description of Service: . . . ,
3.

The above application must be approved by the IRSS Council. An AM is *not* required to pay any fees.

6 Amendments of the IRSS Bylaws

Amendments to the IRSS Bylaws can be proposed by at least 25% of the individual members.

Each proposed amendment of the IRSS Bylaws must first be approved by all members of the IRSS Executive Board. Amendments approved by the IRSS Executive Board are then voted on by the IRSS Advisory Board. Passage of a proposed amendment of the Bylaws requires approval by a simple majority of the members of the Advisory Board.

Acknowledgements

Many thanks are extended to all of those who have made suggestions and comments concerning the IRSS Bylaws.

References

- [1] The American Heritage® Dictionary of the English Language, Copyright © 2004,2001 by Houghton Mifflin.

- [2] Wordnet 1.7.1, Copyright © 2001 by Princeton University.
- [3] A summary of Robert's Rules of Order is given in http://www.ewh.ieee.org/soc/ies/history/roberts_rules.pdf.
- [4] http://encyclopedia.laborlawtalk.com/Simple_majority