The following proposed revisions to the PCB-AHA’s Constitution and By-Laws have been approved unanimously by the PCB-AHA Council and by unanimous vote at the 2019 PCB-AHA Business Meeting.

1. **ROLE OF THE EDITOR OF PACIFIC HISTORICAL REVIEW**

   **Current:** The Editor of the *Pacific Historical Review* is an *ex officio* member of PCB-AHA Council (without voting privileges) and functions as one of the organization’s officers.

   **Proposal:** The Editor of the PHR remains an *ex officio* member of the PCB-AHA Council (without voting privileges) but is no longer one of the officers or a member of the Executive Committee (see #3 below).

   **Rationale:** While maintaining the Editor of the PHR as an *ex officio* member of Council makes sense—traditionally, they tend to serve longer than most of the organization’s leadership and thus can provide some institutional memory, not to mention the financial relationship between the PHR and the PCB-AHA suggests that the Editor remain in that role—s/he should not be part of the Executive Committee (see below) or an officer. As an appointed position, the Editor is not directly responsible to the membership and thus should not have the same responsibilities or influence as the elected members of Council, the President-Elect, and the President. This is the case in virtually every other academic organization of which I am aware; indeed, in SHAFR, for example, the editors of *Diplomatic History* and *Passport* are not even *ex officio* on Council; they merely report as needed at the semi-annual meetings.

2. **COMPOSITION OF COUNCIL**

   **Current:** Council is comprised of nine elected members (serving staggered three-year terms) and the three most recent past Presidents, all of whom have voting privileges; the current President and President-Elect, neither of whom has voting privileges; and the current PCB-AHA Executive Director and Editor of the *Pacific Historical Review*, both *ex officio* members without voting privileges.

   **Proposal:** The composition of Council will remain the same, although two Council seats will be dedicated to specific cohorts: one for a graduate student representative and one for a non-professorial (e.g. museum directors, presidential library directors, historical society directors) representative. Selection of these representatives would take place beginning with the 2021 PCB-AHA elections.
Rationale: This will allow the PCB-AHA to be more aware of and responsive to the needs of its graduate student members and its non-professorial members. The change will also help younger scholars and non-academics to be more engaged with the organization, as well as encouraging young scholars to get involved early in their careers—something that will pay off for the organization in the long run.

3. **Creation of an Executive Committee**

Current: The PCB-AHA has no formal Executive Committee mechanism, although a *de facto* kitchen cabinet comprised of the President, President-Elect, Executive Director, and the Editor of the *PHR* has traditionally performed those functions.

Proposal: An Executive Committee should be created to transact business between annual meetings. The ExComm membership should include the current President; the President-Elect; the immediate past President; and one member of Council selected by the members of Council. The executive director would be an *ex officio* member of the ExComm.

Rationale: An ExComm will allow for business to be conducted in a way that is more efficient and most responsive to the membership, although issues requiring the authorization of the full Council would be voted on electronically as needed. This change codifies and defines the existing mechanism.

4. **Review Protocols for PCB-AHA Appointed Positions**

Current: No formal review mechanisms exist for the organization’s appointed positions.

Proposal: Formal reviews of the PCB-AHA’s appointed positions (the Executive Director and the Editor of the *Pacific Historical Review*) will be implemented on a regular and predictable schedule. Formative reviews will occur annually or biannually as needed and will be conducted by the Executive Committee. Summative reviews will occur two years prior to the end of the appointee’s term of service with a focus on potential reappointment if both the appointee and the PCB-AHA leadership concur.

Rationale: This mechanism and policy was discussed at the August 2018 Council meeting and received overwhelming support. The first formative review for the Executive Director occurred in September 2018. This change codifies the mechanism.
5. **NOMINATING COMMITTEE MEMBERSHIP**

Current: Five members of the committee, each serving two-year terms (three elected in odd-numbered years, two elected in even-numbered years). The chair of the committee is appointed by the President-Elect from among the elected members.

Proposal: Three members of the committee, each serving a three-year term with one slot filled each election cycle. The senior member of the committee will serve as chair.

Rationale: Three members of the committee is more workable, and three-year terms with the senior member as chair put the Nominating Committee in line with the other committees in the PCB-AHA. In addition, a three-year term will give the members a greater familiarity with the organization and its members.

6. **SPECIFIC WORDING CHANGES TO THE CONSTITUTION AND BY-LAWS (SEE ATTACHED DOCUMENT BELOW WITH PROPOSED REVISIONS). THESE REVISIONS REFLECT THE ABOVE PROPOSALS AND OTHER MINOR LANGUAGE TWEAKS THAT SEEMED APPROPRIATE.**
CONSTITUTION AND BY-LAWS

PACIFIC COAST BRANCH OF THE AMERICAN HISTORICAL ASSOCIATION

[RECOMMENDED CHANGES IN RED]
[DELETIONS NOTED WITH STRIKEOUT]

CONSTITUTION

Article I

The name of this organization shall be the Pacific Coast Branch of the American Historical Association.

Article II

The purposes of the organization shall be the advancement of the interests of the American Historical Association, and the promotion of the historical interests of the membership with special emphasis on the western United States, western Canada, Mexico, the Pacific Rim, and their interrelationships.

Article III

Section 1: All members of the American Historical Association who reside in states, provinces, or territories of the United States or Canada that lie wholly or in part west of the Rocky Mountains west of the Mississippi River, or subscribers to the Pacific Historical Review, notwithstanding their geographical location, will be members of the organization. Such members of the Association shall not pay dues to the Branch, but the Association shall remit to the Executive Director of the Branch a share of the dues that they pay to the Association.

Section 2: Universities, colleges, libraries, historical societies, and other organizations may become patrons or institutional members of the Branch. Institutional members shall have no vote, but (unlike individual members) shall be entitled to one subscription to the Pacific Historical Review without additional payment. The AHA Council shall fix classes of institutional membership, dues, and other terms and conditions.

Article IV

Section 1: The officers shall be a President, a Vice President, a President-Elect, an Executive Director, the Managing Editor of the Pacific Historical Review, and a Council consisting of the foregoing officers and twelve other members. Nine councilors shall be elected for terms of three years, one-third being elected each year. One seat on the Council will be reserved for a graduate student representative, and one seat on the Council will be reserved for a representative whose primary employment is non-professorial. Each past President shall continue as a voting member of the Council for three years following his or her term of office. The Editor of the Pacific Historical Review shall be an ex officio and non-voting member of the Council. The Council shall be charged with the general interests of the Pacific Coast Branch, including the transaction of business between annual meetings, the calling and conduct of the meetings, and the association of non-members with the historical activities of the Pacific Coast Branch.
Section 2: An Executive Committee consisting of the President, the President-Elect, the immediate past President, and an elected member of the Council selected by Council for a two-year term (with the Executive Director as ex officio member) shall be charged with transacting business between annual meetings. Decisions requiring the consent of the Council shall be made via electronic ballot.

Article V

The Council shall appoint the Executive Director, who shall be ex officio a member of all appointed committees. The Council may also choose to appoint an Investment Counselor, who will advise the Executive Director on investment strategies for the Branch’s endowment. The Council shall also appoint the Managing Editor of the Pacific Historical Review, which is the official publication of the Pacific Coast Branch. A Board of Editors of nine members shall advise him or her. They shall serve three-year terms, with three members being appointed by the Council each year on recommendation of the Managing Editor.

Article VI

Section 1: An election shall be held annually by mail ballot for the President-Elect and for the appropriate vacancies on the Nominating Committee and the Council. The President-Elect elected the preceding year shall automatically succeed to the office of President.

Section 2: A Nominating Committee consisting of three persons elected by members of the Branch shall make the nominations. Each Nominating Committee member shall serve for two years, three being elected in odd-numbered years, and two being elected in even-numbered years a three-year term, with the senior member of the Nominating Committee serving as chair. (In the first year, 1971, all five shall be elected, with the three to serve a second year being selected by lot.) The President shall appoint a Chairman from those members. The committee shall report its nominations to the Executive Director not later than six months before the annual convention. The nominations shall include one candidate for President-Elect and two candidates for each vacancy on the Council and on the Nominating Committee. The Nominating Committee shall solicit suggestions for candidates for office for the following year.

Section 3: Candidates for any office open for election may also be nominated by petition signed by 50 voting members for each candidate. The Executive Director must receive such petitions no later than four months before the annual convention. The names of these candidates shall be added to the list of the committee’s nominees, but they shall be identified as nominees by petition.

Section 4: The Executive Director of the Branch must receive ballots twenty days two months before the annual convention in order to be counted, and the results of the election shall be announced at the annual business meeting.

Section 5: The PCB-AHA vests the Nominating Committee with full responsibility and authority for constructing the ballot and administering both the nominating and election processes.

Article VII

Amendments to the Constitution may be proposed by the Council or by a motion passed at the annual business meeting. Such amendments shall be submitted to the members by mail ballot prior to the next annual business meeting, but all amendments shall be subject to the veto of the Council of the American Historical Association.
Article VIII

By-Laws, changes in By-Laws, and resolutions presented by the Council at the business meeting shall become effective if approved by a majority vote of those voting members present. Other proposed By-Laws, changes in By-Laws, and resolutions voted at the business meeting shall take effect only after approval by the Council, or in the event of disapproval, after a favorable vote of the membership by mail ballot.

Article IX

The President or his or her appointee shall attend each annual meeting of the American Historical Association. He or she shall report to its Council on the condition and problems of the Pacific Coast Branch. He or she shall have the privilege of sitting and participating (without vote) in all meetings of the Council of the American Historical Association and shall report in writing to the Pacific Coast Branch.

BY-LAWS

1. The President shall preside at meetings of the Pacific Coast Branch and at meetings of the Council. He or she shall fill interim vacancies among the officers and elected committees of the Pacific Coast Branch. He or she The President-Elect shall appoint members of the standing committees and of such special committees as may be authorized by vote of the members of the Pacific Coast Branch or by the Council, except in the case of such committees and boards whose members may be elected.

2. In the event of the death, resignation, or disability of the President, the last to be determined by majority vote of the Council, the President-Elect shall assume the duties and functions of the President.

3. The Executive Director shall maintain a record of the meetings of the Council of the Pacific Coast Branch. He or she shall carry on general correspondence for the Pacific Coast Branch and shall receive and expend funds as authorized by the Constitution, By-Laws, or by vote of the Council. The Council shall review his or her accounts annually.

4. The Investment Counselor, when appointed by the Council, will serve for a term of three years. Chosen for his or her demonstrated skills in financial management, the counselor will advise the Executive Director and Council on investment strategies that will maximize and enhance the Branch’s endowment. The Investment Counselor, when appointed, will be a member of the Finance Committee as well.

5. The President-Elect shall appoint annually a Chairman and other members of the Program Committee to be charged with the selection of papers to be presented at the annual meeting when he or she is President. At least one of the members shall have served as a member of the preceding Program Committee. Members of the Program Committee will serve for a term of three years, with terms staggered and approximately one-third of the committee being appointed each year.
6. The President-Elect shall also appoint a Committee on Local Arrangements, which shall have the responsibility for making the necessary preparations for the annual meeting when he or she is President.

7. All awards committees established by the Council shall consist of three members. Each member shall serve for three years, with one member being nominated appointed by the President and approved by the Council each year. Each committee shall report the outcome of its deliberations to the Executive Director at least two six weeks before the annual meeting.

8. The President shall annually appoint a Membership Committee. Its function shall be to promote membership in the Pacific Coast Branch and subscriptions for the Pacific Historical Review.

9. Funds derived from patron or institutional members in the Pacific Coast Branch shall be used for the support of the Pacific Historical Review.

10. In the event that the Pacific Coast Branch of the American Historical Association should cease to exist (e.g. by an act of the elected council, or by its failure to hold a convention for three consecutive years), its financial assets less any just debts shall pass to the control of the American Historical Association, Washington, D.C.

11. Formal reviews of the PCB-AHA’s appointed positions (the Executive Director and the Editor of the Pacific Historical Review) will be implemented on a regular and predictable schedule. Formative reviews will occur annually and will be conducted by the Executive Committee. Summative reviews will occur two years prior to the end of the appointee’s contract and/or memorandum of understanding with a focus on potential reappointment if the appointee, the PCB-AHA Council, and the host institution concur.

12. The terms of all officers and committee members will begin on September 1 of the year of election and/or appointment.