

ASSOCIATION FOUNDED 1/13/76
CONSTITUTION/BYLAWS ADOPTED 1/18/77
BYLAWS AMENDED 1/20/84
BYLAWS AMENDED 1/11/94
CONSTITUTION/BYLAWS AMENDED 1/23/98
CONSTITUTION/BYLAWS AMENDED 8/11/01
CONSTITUTION/BYLAWS AMENDED 3/7/13
CONSTITUTION/BYLAWS AMENDED 2/24/23
BYLAWS AMENDED 2/28/25

“ASSOCIATION OF OHIO PEDOLOGISTS”

CONSTITUTION

PREAMBLE

Section 1.

WHEREAS, the pedologist who by virtue of specialized higher education, training and experience with soils (natural bodies occupying the unconsolidated portion of the Earth’s surface and having physical and chemical properties due to the combined effect of climate and living organisms, as modified by topography and time, upon parent material) is able to:

- (1) Identify soils as natural units on the landscape.
- (2) Differentiate soil types and landscape units, then map their location on aerial photographs, satellite images, or other suitable base maps, spatial data bases, and images.
- (3) Describe their characteristics and properties, and recognize their limitations for various land uses.
- (4) Promote their wise utilization, and

Section 2.

WHEREAS, there is no statewide structure dedicated to the establishment and maintenance of professional standards in Pedology and Soil Science and;

Section 3.

WHEREAS, there is an uncertain concept of this profession before its members, the public, the legislative bodies, and the courts, and;

Section 4.

WHEREAS, there is a growing need to disseminate and use pedological information, and;

Section 5.

WHEREAS, there is a potential for misuse of pedological information and misrepresentation of the information to the public, so:

BE IT THEREFORE resolved that the Association of Ohio Pedologists be formed to promote all sections of this PREAMBLE, and have the organization and purpose as set forth in the following:

ARTICLE I – NAME

The name of the organization shall be:

“ASSOCIATION OF OHIO PEDOLOGISTS”

Hereafter referred to as “Association”.

ARTICLE II – PURPOSE

The purpose of the organization shall be:

Section 1.

To take action necessary to technically and professionally strengthen the membership.

Section 2.

To set standards for professional conduct of Association members.

Section 3.

To promote recognition of Pedology as a profession, before the public, legislative bodies and the courts.

Section 4.

To take a position on matters that relate to Pedology and Soil Science.

Section 5.

To support scholarships for students studying soil sciences.

ARTICLE III – MEMBERSHIP

Section 1.

The membership of the Association shall consist of five categories:

- (a) Professional
- (b) Affiliate
- (c) Honorary
- (d) Student
- (e) Partner

ARTICLE IV – OFFICERS

Section 1.

The officers of the Association shall be:

- (a) President
- (b) President-elect
- (c) Secretary
- (d) Treasurer
- (e) Editor

Section 2.

All officers of the Association shall be Professional Members. Nomination and election of members to the offices of the Association shall follow the procedures as provided in the Bylaws.

ARTICLE V – MANAGEMENT

Section 1.

The membership is responsible for the management of the Association, however an Executive Council, hereafter referred to as Council, is established to manage the Association between meetings of the membership as provided in the Constitution and the Bylaws.

Section 2.

The Council shall consist of the Officers (President, President-elect, Secretary, Treasurer, Editor), Past President, a Digital Information Manager, and three (3) members at-large elected from the eligible membership.

Section 3.

Nomination and election of members to Council shall follow the procedures as provided in the Bylaws.

Section 4.

Retention of membership on Council for a full term shall be contingent upon residence in the state.

ARTICLE VI – MEETINGS

Section 1.

The Association shall hold an annual meeting for the membership, at such time and place as may be selected by Council and as provided in the Bylaws.

Section 2.

Special meetings of the Association shall be called by the President on request by a majority of Council or upon petition by at least twenty (20) percent of the membership.

ARTICLE VII – BYLAWS

Section 1.

The membership shall adopt a set of governing bylaws suitable for the business of the Association; said bylaws to become effective upon majority vote of the membership.

Section 2.

Changes in the Bylaws will be considered at any meeting of the membership, provided proposed changes are presented to all eligible voting members at least thirty (30) days prior to the polling date, and shall be adopted by affirmative vote of the majority of those casting ballots.

ARTICLE VIII – AMENDMENTS

Section 1.

The Constitution may be amended provided proposed amendments are presented to all eligible voting members at least thirty (30) days prior to the polling date, and the amendments receive an affirmative vote of two-thirds (2/3) of those casting ballots.

ARTICLE IX – ADOPTION

Section 1.

A Constitution of the Association of Ohio Pedologists as expressed in the preceding eight articles was adopted at a meeting of the Charter Members present at the Hilton Motor Inn, Columbus, Ohio, on January 18, 1977.

Section 2.

The Charter Members were:

Robert Basile, James Bauder, Randall Beeson, Richard Bird, George Dean Bottrell, Marvin Bureau, Richard Christman, Daniel Crouner, James Ernst, Everett Cecil Flesher, Dale Garner, Edward Gatliff, Timothy Gerber, Jonathan Gerken, Thomas Graham, Paul Hagen, Jefferey Hahn, William Hale, George Hall, Ernest Hayhurst, Robert Hendershot, Dennis Holloran, Nicholas Holowaychuk, Paul Jenny, Lyle Jones, Richard Jones, Glenn Kelley, James Kerr, Samuel Lehman, Danny Lemaster, Norbert Lerch, Heber Lessig, Floyd McCleary, Niles McLoda, Ralph Meeker, Emden Larry Milliron, Donald Musgrave, Thomas Nash, Kenneth Olson, Robert Parkinson, James Petro, Michael Plunkett, Larry Porter, Alexander Richie, Robert Roseler, Thomas Neil Rubel, George Schafer, Martin Schmidt, Donald Schuster, Vaughn Siegenthaler, Neil Smeck, Joseph Steiger, Dwain Waters, and Norris Williams.

ARTICLE X – STATUS

Section 1.

The Association is a non-profit organization without capital stock, dedicated to the furtherance of professionalism in Pedology and Soil Science, for the benefit of the public.

ARTICLE XI – DISSOLUTION

Section 1.

In the event this Association is dissolved, the last Council shall pay all just debts of the Association from Association funds and transfer all remaining money and assets to The Ohio State University Foundation, for use in the Association of Ohio Pedologists Scholarship Fund (314160) for students enrolled in the College of Food, Agricultural, and Environmental Sciences studying soil sciences, with an emphasis in soil geography and/or soil genesis, morphology, and classification with special consideration given to members of The Ohio State University Soil Judging Team.

“ASSOCIATION OF OHIO PEDOLOGISTS”

BYLAWS

ARTICLE I – ORGANIZATION

Section 1. Founding

A group of Soil Scientists convened in Columbus, Ohio on January 13, 1976 at Hilton Motor Inn to establish the Association of Ohio Pedologists. Basic concepts of a constitution, and a set of governing bylaws developed by a steering committee of seven were adopted by the individuals present at the founding meeting on January 18, 1977.

Section 2. Headquarters

The Executive Council, hereafter referred to as “Council”, acting with the powers granted at the founding meeting, shall select a location for the headquarters that will be most advantageous for conducting the business of the Association.

Section 3. Incorporation

The Council, acting with the powers granted at the founding meeting, may incorporate the “Association of Ohio Pedologists” as a Corporation Not for Profit, in and under the laws of the State of Ohio, filing Articles of Incorporation with the Secretary of State, and filing a copy thereof in the official record of Franklin County, State of Ohio.

Section 4. Definitions

A number of terms and phrases are used in the Constitution and the Bylaws in an abbreviated or simplified form. Any such terms or phrases shall be interpreted in the full meaning or official nomenclature as stated below:

Association: Association of Ohio Pedologists

Executive Council or Council: The group of persons prescribed by Article V, Section 2 of the Constitution.

Member(s): A person or persons approved by a vote of the Council, as prescribed in Article II, Section 3 of the Bylaws to the Association in one of the categories of membership as prescribed by Article III, Section 1 of the Constitution.

Officers: Persons holding offices as prescribed by Article IV, Section 1 of the Constitution.

Ohio CPSS/CPSC Certifying Board: An Association Standing Committee of Certified Professional Soil Scientists and/or Certified Professional Soil Classifiers which operates in conjunction with The Soil Science Society of America (SSSA) national certifying board.

Pedology: The science that studies the genesis, nature, classification, distribution and use potentiality of soils, that group of natural bodies occupying the unconsolidated portion of the Earth's surface and having properties due to the combined effect of climate and living organisms, as modified by topography and time upon parent materials.

Pedologist: An Earth scientist who studies the nature, spatial distribution, and classification of soils and interprets their suitability for relevant land uses.

Scholarship Funds: The Association supports an Ohio State University Association of Ohio Pedologists scholarship fund as described in Article XI, Section 1 of the Constitution which is determined and disbursed by The Ohio State University. Additional scholarship funds may be granted by the Association from Association funds to Ohio students studying soil sciences that are not studying at The Ohio State University and will be granted by a majority vote of Council, as recommended by the Education and Scholarship Committee, and will be disbursed by the Treasurer.

ARTICLE II – MEMBERSHIP

Section 1. Categories

The membership shall consist of the five (5) categories as prescribed in Article III, Section 1 of the Constitution.

Section 2. Requirements

Professional – Presently or formerly engaged in a soil resource related profession with at least 3 years of experience, and able to identify soils as natural units on the landscape; map their location; describe their characteristics and properties; determine their interpretations and limitations; and promote their wise utilization and management. Also, with a minimum of a Bachelor of Science degree with a minimum of 15 semester hours or 23 quarter hours of course work in soil science as well as related subjects that meet the qualifications for a professional soil scientist according to the Soil Science Society of America (SSSA).

Affiliate – Meets all requirements for Professional category except has less than 3 years-experience, or does not meet the requirements for Professional category, but has an interest and concern for the aims and objectives of the Association.

Honorary – Nomination by the membership and election by a two-thirds (2/3) vote under procedures prescribed in Article II, Section 3 of the Bylaws.

Student– At least half-time enrollment in an institution of higher education offering course work in pedology and soil science, or related subjects and actively engaged in preparing to enter the profession, or have an interest in pedology.

Partner – Open to organizations, agencies, or businesses who support the mission of the Association. Partners will be recognized at the annual meeting and other events. Partners will be offered space in the newsletter and/or the website for promotion of their services. Use of Association space may include a fee, as deemed appropriate by the Council.

Section 3. Admission to Membership

- A. Application for membership as Professional, Affiliate, Student or Partner, shall be submitted to the Secretary of the Association on forms authorized by the Association. Applications will be reviewed by the Council and if approved by two-thirds (2/3) of its members, the Secretary shall process the application and issue the membership.

A candidate for the Honorary category, shall be nominated by five (5) or more members of the Association and the nomination presented in writing to the Secretary on forms authorized by the Association. The nomination will be screened by the Council and if approved by the majority, the nomination will be presented at the next regular or special meeting of the Association or by special mail/email ballot to the general membership. If the nominee is approved by a two-thirds (2/3) vote of a legal quorum or by two-thirds (2/3) majority of returned ballots, the Secretary will process and issue the membership. An honorary member shall be elected for life unless revoked by a two-thirds (2/3) vote of the membership for just and sufficient cause.

- B. Admission for membership status in the Association is based solely on professional, educational and technical standards addressed in Article II, Section 2 of the Bylaws. An Affiliate may appeal to Council for a category change to Professional by presenting Council with documentation of the 3 years-experience criteria. A majority vote by Council, after proper documentation, is necessary for this membership category change.

Section 4. Rights of Members

- A. General

All categories of membership, except Partner, shall have the right to vote. The right to hold office is reserved for Professional members. Other Council positions may be either Professional or Affiliate members. All categories of membership shall have the right to announce affiliation with the Association on professional cards and professional reports consistent with dignified practice, and to use any seal or symbol of the Association.

All categories of membership shall receive newsletters and other official communications of the Association. Official communications of the Association

shall include the Association disclaimer. This disclaimer describes diversity, equity, and inclusiveness standards. It is available at the Association website (ohiopedologist.org). This disclaimer may be altered only by a Council majority vote, followed by a membership majority vote.

Professional members may appear on an Association consultants list if they are concurrently certified by SSSA as a CPSS or CPSC.

B. Membership Suspension

All membership rights shall be withheld when annual dues are delinquent beyond three (3) months after the due date. The Secretary shall notify delinquent members in writing. If delinquency is remedied in less than one year, all rights granted the member shall be reinstated. Membership must be reestablished, if delinquency is not remedied after one year by reapplying for membership.

C. Membership Termination

Membership in the Association shall be terminated when a member is found guilty of violating the SSSA Certification Code of Ethics, the Constitution or Bylaws. Proposal for termination shall be signed and dated by the complainant and submitted in writing, to the Council detailing the name of the member proposed to be terminated and details of the complaint. Council will review the charges with the member and if a majority vote by Council deems it a valid complaint worthy of investigation, it will be presented to the membership for a vote. If the proposal for membership termination is approved by three-fourths (3/4) vote of the Council, the proposal will be submitted to the membership at an annual meeting.

Membership shall be terminated by two-thirds (2/3) vote of those present at the annual meeting. Membership in the Association may be terminated by the individual by not renewing their membership within one (1) year from notification of dues.

Section 5. Duties of Members

It shall be the duty of all members to seek to maintain the high standards of competence and the code of ethics as adopted by the Association. A Professional member who cannot abide by these requirements shall resign.

ARTICLE III – NOMINATION TO EXECUTIVE COUNCIL

- A. Nominees for each office and member of the Executive Council to be filled by election shall be submitted to the Council by the Nominating Committee not later

than sixty (60) days before the Annual Meeting. The names of the nominees shall be circulated to the membership not later than thirty (30) days prior to the Annual Meeting.

- B. Additional nominations may be made from the floor at the Annual Meeting.
- C. The Nominating Committee shall secure the consent of the nominees before placing their names in nomination for the offices and members of the Association. Nominees nominated from the floor will be asked if they consent to serve. If they decline, the nomination shall be withdrawn.

ARTICLE IV – ELECTIONS

Section 1. Officers

- A. The President-Elect shall be elected each year to serve a one (1) year term as President-Elect, and advances to the position of President at the beginning of the next administrative year of the Association. The next administrative year begins at the passing of the presidential gavel at the Annual Meeting.
- B. The President attains office by advancing from the office of President-Elect, and serves a one (1) year term. The President will serve as Past President as a non-officer following the year of service as President.
- C. The Secretary, Treasurer, and the Editor, each shall be elected for two (2) year terms of office.
- D. Election shall be by a plurality vote or a simple majority in the case of only two (2) nominations of all qualified ballots cast. Elections will be held at the annual meetings.
- E. Eligible voters may request an absentee ballot from the Secretary, if unable to attend the annual meeting. Deadline for obtaining a ballot is twenty (20) days prior to the election. Marked ballots must be in the hands of the Secretary one (1) week prior to the election. The absentee ballots will be opened and counted at the annual meeting.
- F. Election ties will be decided by a coin toss.
- G. All newly elected officers and Council members shall be provided a position description by the Secretary at the direction of the President at the beginning of their term.

Section 2. Other Council Members

- A. At-large Council members shall each serve three (3) years on Council. One at-large Council member shall be elected each year to ensure overlap of at-large member service, providing continuity to the Council. At-large Council members shall be selected to represent the breadth of membership, including, but not limited to, government agencies at local, state, and federal level, academic institutions, and consultants.
- B. A Digital Information Manager (DIM) shall serve on Council two (2) years and shall manage the Association internet presence.

Section 3. Vacancy in Office

Should a vacancy occur in the office of the President, the President-elect shall assume the office vacated. Other vacancies among elected officers shall be filled for the unexpired term by Council appointment.

ARTICLE V – OFFICERS

The Association shall have Officers as provided under Article IV, Section 1 of the Constitution. The officers shall continue in office until their successors are elected and assume office.

Section 1. Duties and Powers of Officers

A. President

The President shall call for and preside at all meetings of the Association and Council. He/she shall appoint such committees and personnel for assignments, with the advice of the Council, as are required, within the limitations of the Constitution and Bylaws. He/she shall be an ex-officio member of all committees except the nomination committee. He/she may choose to provide a report on the state of the Association at the annual meeting. He/she shall direct the Secretary to provide descriptions to each new member of the Council at the beginning of their term. The President shall direct the Council to appoint two Members to conduct a financial review of the Association's financial records annually. He/she shall continue membership on the Council as Past-President for a one (1) year term after conclusion of his/her tenure as President.

B. President-Elect

The President-Elect shall have and assume the powers and duties of the President in the event of the absence or disability of the President. As a member of Council, he/she shall assist the President in the selection of committees, personnel for

assignments, and plan programs and events. In the absence of the President and President-Elect, the immediate Past President shall serve as presiding officer at the meetings of the Association and Council. The President-Elect is responsible for planning the annual and field meeting(s) with the assistance of Council.

C. Secretary

The Secretary shall keep the records of the Constitution and Bylaws and proceedings of the Association, shall act as Secretary to Council, keep the records of its proceedings, keep reports of standing committees, keep the records of membership and their contact information, and perform such other duties as Council may direct. He/she will keep records of the expiration dates of the members of Council. The Secretary will keep on file and provide all newly-elected Council members with position descriptions, and newly appointed committee chairs with committee responsibilities by direction of the President.

D. Treasurer

The Treasurer, under the direction of Council, shall collect and disburse all funds of the Association. The Treasurer may be bonded at the expense of the Association for such amounts as shall be determined by Council. The Treasurer shall keep records of all receipts and disbursements and other financial transactions and of the funds, securities, and other investments. Receipts may be disposed of following a financial review as prescribed in Article IX, Section 4 of the Bylaws. The Treasurer shall submit an annual report and such interim reports as may be required by Council. The Treasurer shall be a signatory and secure and maintain another current Officer as a second signatory on all Association accounts within the first month of being elected. The Treasurer shall keep current records of incorporation, as described in Article I, Section 3 of the Bylaws. This includes maintaining Corporation Not for Profit status with the Federal and State governments by filing all required paperwork and making any associated payments.

E. Editor

The Editor shall be in charge of the publications of the Association and shall have the authority to solicit, accept, or reject material for publication, subject to policy direction by the Council. He/she shall send out other communications to the membership as directed by Council. The Editor will coordinate with the DIM to transfer digital newsletters and other important documents. The Editor may appoint assistant editors to serve during his/her term of office. Assistant editors are not considered Officers of the Association.

ARTICLE VI – EXECUTIVE COUNCIL

The Association shall have an Executive Council elected from the membership as provided under Article V, Section 2 of the Constitution. Members of the Council shall continue to serve until their successors are elected and assume office. All newly elected Council members assume responsibilities at the passing of the presidential gavel at the annual meeting.

Section 1. Duties of the Executive Council

Council shall manage the affairs of the Association between meetings of the membership. Council will meet a minimum of four (4) times a year. Council members shall make all necessary decisions except those which require final decision by the Association membership or are delegated to the elected officers. Passage of Council motions shall be by a majority vote. It is the responsibility of At-large Council members to assist with the Association annual and field meetings, as needed.

The DIM's responsibilities include posting newsletters, advertisements for meetings, educational materials, etc. and overseeing website access and security. The DIM is responsible for maintaining a digital archive of newsletters and other important Association documents. The DIM is responsible for all electronic equipment, updates of equipment and software licenses, and procuring insurance coverage for equipment owned by the Association. This equipment is for Association purposes, such as use by the DIM. It is also for use by any Association committee, but not confined to committee use. One month prior to meetings, equipment must be returned to whoever is setting up for our meetings.

ARTICLE VII – DUES

Annual dues shall be determined by Council and payable to the Association online or sent to the Treasurer by the date of the Annual Meeting. New members who join after July 1st will receive membership for the remainder of that calendar year, plus the entire following calendar year as a part of their first year's dues.

ARTICLE VIII – QUORUM AND RULES OF ORDER

Section 1. Quorums

- A. A legal quorum to conduct business at meetings of the Association shall be thirty-three (33) percent of the total membership.
- B. Five members of Council shall constitute a quorum for meetings of Council.

Section 2. Rules of Order

- A. All proceedings of the Association shall be conducted under and pursuant to Robert's Rules of Order, Modern Edition, except where it is inconsistent with the Constitution or Bylaws of the Association.

ARTICLE IX– COMMITTEES

Committees to accomplish the objectives and duties of the Association and utilize the talents of the membership will be selected by the President-Elect prior to the beginning of his/her term with the assistance of Council, and announced at the annual meeting. Council may also select members to serve on committees between annual meetings. Standing committees will report to Council at least once annually and upon request by Council.

Section 1. Duties of each committee shall be determined by Council.

Section 2. Standing Committees

Awards

Financial Review

Nomination – The Past-President, or member appointed by the Council, will chair this committee and have the assistance of two other members of the Association.

Education and Scholarships

Ohio CPSS/CPSC Certifying Board

Section 3. Special Committees to handle areas of concern will be appointed when they are needed. These may include, but not limited to:

Bylaws

Ethics

Publicity

Membership

Regulatory and Legislative

Archives

Section 4. Financial Review

This committee will consist of two members not currently serving on Council. They will annually review the financial transactions and Treasurer reports for the prior year, prior to the annual meeting. The records of all receipts and disbursements and other financial transactions of funds, securities, and other investments should be kept for a two-year (2) period. An audit may be conducted as needed.

ARTICLE X – CERTIFICATION AND CODE OF ETHICS

The SSSA Soils Certifying Board establishes all policies and procedures of certification. The current policy and procedures enacted by the SSSA Soils Certifying Board will be endorsed by the Association at the state level via the Ohio CPSS/CPSC certifying board committee, as needed. Council shall recommend Ohio CPSS/CPSC certifying board committee members to SSSA, but SSSA appoints this board. A memorandum of understanding (MOU) originated in 2008 and modified in 2024 explains the details of the relationship between the Association and SSSA.

Council will review all ethics complaints and render a decision based on the standards set by the SSSA Soils Certifying Board. Council may act as a liaison with SSSA through the Ohio CPSS/CPSC certifying board and may modify Association membership status if SSSA substantiates ethics violations. The SSSA Soils Certifying Board will act as the appeal body for all ethics complaints.

In order to ensure that the membership is familiar with and has access to the Code of Ethics and MOU, they are available on the AOP website at <http://ohiopedologist.org/>.