

THE CONSTITUTION AND BYLAWS
OF
THE CAROLINAS COMMUNICATION ASSOCIATION

ARTICLE I: Name

The name of the Association shall be the Carolinas Communication Association.

ARTICLE II: Purpose

The purpose of this Association shall be to promote communication studies in the Carolinas and to provide for the professional interests and advancement of its members.

ARTICLE III: Membership

- Section 1: Membership in this Association shall be open to any person or institution actively engaged in or interested in the work and purpose of communication.
- Section 2: The categories of membership shall be Regular, Supporting, Student, Lifetime, and Institutional.
- Section 3: All categories of membership shall receive the journal and shall be listed annually in a Directory of the Association. The Supporting membership indicates support of the Association through a higher fee, but shall not include a waiving of the Convention registration fee. Lifetime membership benefits shall include a waiving of the Convention registration fee.
- Section 4: Regular, Supporting, Student and Lifetime members shall be eligible to vote.
- Section 5: Regular, Supporting and Lifetime members shall be eligible to hold office.
- Section 6: Supporting and Lifetime members shall be recognized in each issue of the journal.

ARTICLE IV: Officers

- Section 1: The officers of the Association shall be President, Vice President, Second Vice President, Secretary, Treasurer, Editor of Journal, and Web Manager.
- Section 2: The President shall serve for a term of one year. The Vice President shall serve for a term of one year and shall become President. The Second Vice President shall serve for a term of one year and shall become Vice President. The Secretary shall serve for a term of two years. The Treasurer shall serve for a term of three years. The Journal Editor shall serve for a term of three years. The Web Manager shall serve for a renewable two-year term.
- Section 3: The officers shall be elected by a majority vote of the membership present at the general meeting of the Association and shall assume office at the end of that meeting.
- Section 4: The immediate past president will serve as an Archivist for the organization for a period of one year.

ARTICLE V: Executive Council

The executive council shall consist of (1) the elected officers of the Association; (2) the immediate past president; (3) and may include two members-at-large appointed at the discretion of the President; (4) the chairs of the committees.

- Section 1: The President shall serve as presiding officer at all business meetings of the Association and of the Executive Council, shall appoint all committees except the Program Committee, and shall discharge all responsibilities normally adhering to this office.
- Section 2: The Vice President shall discharge all responsibilities normally adhering to this office and any duties delegated to the office by the President. The Vice President shall have complete responsibility and final authority for arranging the Convention program, delegating appropriate tasks to members of the Program Committee and to other Association members. In the event the President is unable to serve, the Vice President shall become President.

- Section 3: The Second Vice President shall discharge all responsibilities normally adhering to this office. The Second Vice President shall be primarily responsible for publicity and membership development, and has the authority to delegate appropriate membership and publicity tasks to Association members.
- Section 4: The Secretary shall perform all the usual duties of the Secretary for the Association. The Secretary shall make available minutes of the previous meeting at each general meeting of the Association and at the meetings of the Executive Council. The Secretary may use technology (the Association's website, email, etc.) to fulfill the position's duties.
- Section 5: The Editor of the Journal shall solicit articles for the journal; shall appoint an editorial board to whom articles shall be submitted for consideration; shall consult with the Executive Council on the appointment of a journal staff; and shall report at each general meeting and at meetings of the Executive Council on the status of the journal.
- Section 6: The Treasurer shall perform all the usual duties of the Treasurer for the Association and shall specifically receive all revenues and disperse all monies pursuant to the business of CCA and the journal; shall maintain a current list of members of CCA and non-member subscribers to the journal; and shall distribute a written financial report at each meeting of the Association and at meetings of the Executive Council.
- Section 7: The Archivist shall be the immediate past president and shall search for, collect, assemble and safeguard appropriate records, documents, papers, programs, and publications of the Association. Upon completion of a term in office, each officer and committee chairperson shall deliver into the custody of the Archivist all papers of potential historical value. The Archives shall reside in an appropriate library in the Carolinas. The Executive Council shall be empowered to make a location change if needed.
- Section 8: The Web Manager shall create and maintain the organization's website at <http://www.carolinascommunication.org>.

ARTICLE VI: Meetings

- Section 1: There shall be one general meeting in the fall to be scheduled during the Association's convention.
- Section 2: Under conditions of exigency, the Executive Council may alter the provisions of Section 1.
- Section 3: Additional general meetings may be held when necessary upon call of the Executive Council by vote of the Association. Such a vote may be held electronically and using the Association's website.
- Section 4: There shall be at least one meeting of the Executive Council in the Fall immediately prior to the Convention. There shall also be at least one other meeting of the Executive Council in the winter or spring, time and place to be determined by the President. The Association shall be authorized to reimburse the President for the cost of the Council's lunch at a rate reasonable and customary for the location of the meeting.

ARTICLE VII: Committees

- Section 1: The Executive Council shall be empowered to fill any vacancies that occur through death, resignation, or other causes; shall act in an advisory capacity to the officers of the Association; shall advise with the Editor on any staff appointments, shall set fees for the convention and general meeting and shall convene upon the call of the President.
- Section 2: Program Committee: The duties of this committee shall be to assist the Vice President in the preparation of the program for the general meetings. The Vice President shall appoint committee members and serve as Chair of this committee. The Vice President shall also appoint Chairs for the Mary E. Jarrard Undergraduate and Graduate Student Competitions. However, the President shall serve as the Chair for Ray Camp Research Award Competition.
- Section 3: Ways and Means Committee: The duties of this committee shall be to examine the financial situation of the Association and to report to the membership as directed by the President, who shall appoint this committee. The Treasurer shall not serve on this committee.

- Section 4: The Betty Jo Welch Award Committee: The duties of this committee shall be to select the recipient of the annual Betty Jo Welch Award, and present the award at the annual meeting of the Association. The President shall appoint three (3) members to this committee, at least two of whom are past recipients of the award and no more than two (2) members of the committee shall be from the same state. In most cases, unless otherwise determined by the President, the year's previous winner will serve as the chair of this committee.
- Section 5: The Resolutions Committee: The duties of this committee shall be to prepare and submit to the Association any appropriate resolutions for consideration by the Association at its annual meeting, and submit all resolutions approved by the Association to the secretary for appropriate action. The President shall appoint this committee.
- Section 6: Nominations Committee: The President shall appoint a committee of three (3) to prepare nominations for the selection of officers, with the provision that no two (2) members of the committee shall be of the same school and that no member who has served on the previous two (2) nominating committees shall be eligible. The committee shall circulate a report of its nominations at the general meeting prior to the vote. Such a report may also be supplied on the Association's website or through other technological mediums.

ARTICLE VIII: Dues and Fees

- Section 1: The fiscal year of the Association shall begin on 1 October. Membership dues are due for the new fiscal year no later than the general meeting of the Association in the fall.
- Section 2: Membership Dues and Convention Fees shall be separate expenses. Categories for dues shall be designed in ARTICLE III, Section 2 of the Constitution and Bylaws of this Association. Membership Dues shall be determined by a majority vote of the membership attending the annual meeting. The Executive Committee shall set all Convention Fees. Non-members may attend the annual convention by paying the predetermined convention fees.

ARTICLE IX: Amendments

- Section 1: This Constitution and Bylaws may be amended at any general meeting by a two-thirds (2/3) vote of the votes cast, provided the notice of proposed amendments have been supplied to members at least two (2) weeks prior to the general meeting. Supplying possible amendments may be done through email, the Association's website, or other technological devices deemed appropriate by the Executive Council.
- Section 2: Following a two-thirds (2/3) vote of the convention that an exigency exists, the Constitution may be amended by mail ballot by a two-thirds (2/3) majority of the returned ballots. The Executive Council, upon its discretion, may also use technological mediums to expedite this process.

ARTICLE X: Parliamentary Authority

The latest edition of *Robert's Rules of Order Newly Revised* shall govern all business meetings of this Association, its Executive Council, and its committees, in all matters not covered by its Constitution and Bylaws.

ARTICLE XI: Dissolution of the Organization

In the event of dissolution, the residual assets of the organization shall be turned over to one or more organizations which themselves are exempt as organizations described in sections 501 [c]

[3] and 170 [c] [2] of the Internal Revenue Code of 1954 or corresponding sections of any prior or future law, or to the Federal, State, or local government for exclusive public purpose.

ARTICLE XII: Limitations of Powers

Notwithstanding any other provisions of these articles, this organization shall not carry on any activities not permitted to be carried on by (a) an organization exempt from Federal income tax under section 501 [c] [3] of the Internal Revenue Code of 1954 or the corresponding provision of any future United States Internal Revenue

law or (b) an organization contributions which are deductible under section 170 [c] [2] of the Internal

Revenue Code of 1954 or any future United States Internal Revenue law.

ARTICLE XIII: Limitation of Purposes

Said Organization is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501 [c] [3] of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue law).

(This version of the Constitution and Bylaws of the Carolinas Communication Association was adopted by the membership on September 25, 2009 in Wilmington, N.C.)