

## **Eastern Communication Association Community College Interest Group Bylaws**

### **Article I – Name**

The name of this organization shall be the Community College Interest Group (CCIG) of the Eastern Communication Association (ECA). CCIG operates under the constitution and bylaws of ECA and shall be bound by all applicable rules and decisions of that association.

### **Article II – Purpose**

The purpose of the Community College Interest Group is to promote the scholarship of teaching among community college communication professionals. The CCIG actively promotes instructional innovation and provides opportunities for professional collaboration.

### **Article III – Membership**

Membership in the Community College Interest Group shall be open to all members in good standing of the ECA who are interested in a broad range of undergraduate, career training, and lifelong learning issues within the discipline.

### **Article IV – Meetings**

*Section One:* An annual business meeting shall be held in conjunction with the ECA convention. The time and place of the meeting shall be determined by the First Vice President and planner of ECA.

*Section Two:* Those members present at the annual meeting shall constitute a quorum.

### **Article V – Officers**

*Section One:* ~~The officers of the interest group shall be the Chair and Chair Elect.~~ The officers of the interest group shall be the Chair, Chair Elect, Secretary and a Representative to the ECA Executive Council. These officers shall perform the duties as specified in Article V, Sections Two, Three and Four, and in Article VII, Sections Three and Four.

*Section Two:* The Chair shall ~~serve a one-year term.~~ ~~be elected at the CCIG business meeting and shall serve for two year.~~ Duties of the Chair include: presiding at the annual interest group business meeting; planning the programs for the interest group for the years in which the Chair serves; attending planning meetings; ~~serving as a representative to the ECA nominating committee;~~ and performing other appropriate duties delegated by the interest group and/or the Executive Director and officers of ECA.

*Section Three:* The Chair Elect shall be ~~voted upon~~ **elected** at the CCIG business meeting at which the Chair takes office **and shall serve a one-year term. Duties of the Chair Elect include: serving as GIFTS program planner and attending planning meetings.** ~~Succession shall be automatic from the Chair Elect to the Chair. Duties of the Chair Elect include: acting as secretary for the annual business meetings during which he/she is Chair Elect; sending copies of the minutes to the Chair and the Executive Director of ECA; and printing copies of the minutes for distribution at the business meeting.~~

*Section Four:* **The Secretary shall be elected at the CCIG business meeting and serve a two-year term. Duties of the Secretary include: taking minutes for the annual business meeting; sending copies of the minutes to the Chair and the Executive Director of ECA; and printing copies of the minutes for distribution at the business meeting.** ~~The CCIG shall select a representative to the ECA nominating committee. This representative shall be elected at the business meeting and serve for two years.~~

*Section Five:* **Succession shall be automatic from the Chair Elect to the Chair during the business meeting at the annual convention.**

#### **Article VI – The Executive Committee**

*Section One:* **The Chair, Chair Elect, Secretary, and a Representative to the ECA Executive Council of the Community College Interest Group shall constitute the Executive Committee.** ~~The Chair and Chair Elect of the Community College Interest Group shall constitute the Executive Committee.~~

*Section Two:* The Executive Committee shall have general supervision of the affairs of the interest group between its annual meetings and shall perform such duties as are specified by these bylaws.

*Section Three:* **The Executive Committee will assemble a committee to plan and coordinate the biennial Connect Conference.**

#### **Article VII – Representative to the ECA Executive Council**

*Section One:* The CCIG shall elect a representative to serve on the ECA Executive Council in accord with the principle of rotating membership to that body.

*Section Two:* ~~An Executive Council member~~ **The Representative to the ECA Executive Council** shall serve a two-year term.

*Section Three:* ~~An Executive Council member~~ **The Representative to the ECA Executive Council** is responsible for attending all meetings of that body at the association's convention and at other prescribed times during the year when the ECA Executive Council convenes.

*Section Four:* ~~The Executive Council member~~ **The Representative to the ECA Executive Council** shall present timely reports to ~~his or her~~ **the** interest group about the deliberations of the Executive Council and undertake any special tasks assigned by the association's officers.

### **Article VIII – Parliamentary Authority**

American parliamentary practice as set forth in the most recent edition of Robert's Rules of Order, Newly Revised shall govern the conduct of the interest group and the procedures at its meetings.

### **Article IX – Amendment of the Bylaws**

*Section One:* These bylaws may be amended at any meeting of the interest group by a majority vote, provided a previous notice of at least thirty days has been given, or by a two-thirds vote without notice.

*Section Two:* Proposed amendments to these bylaws shall be presented to the membership during the interest group business meeting at the annual convention unless otherwise determined by the Chair, who will then notify the membership accordingly. Such an amendment shall be adopted immediately after it is approved by a two-thirds majority of the members present.