



## **Alabama Art Education Association Constitution and Bylaws**

Adopted 1998, Revised 2012, Revised 2019

### **PREAMBLE TO THE CONSTITUTION**

The Alabama Art Education Association through its Constitution sets forth the means by which the aspirations of those responsible for programs of art education can be supported and extended.

As an organization, we affirm our faith in the power of the visual arts to enrich the lives and activities of all people. In a highly technological society such as ours, the visual arts serve as a humanizing force, giving dignity and a sense of worth to the individual. They provide the means by which the aesthetic quality and order are derived from the exercise of an individual's creativity and critical understanding.

It is our purpose to promote and maintain the highest possible quality of instruction in visual arts programs under whatever auspices they are fostered.

It shall be our intent to communicate our belief to the organized teaching profession and to the community-at-large, to strengthen the position of the visual arts as a discipline in the schools, and to positively influence the role of art education in society.

We dedicate ourselves to the aesthetic and humanistic growth and quality performance in art. With these as our goals, we support visual arts and humanities programs that provide depth and breadth of experience in art in order to meet the needs, interests, and abilities of the varied individuals we teach.

### **THE CONSTITUTION**

**Article I – Name** - The name of this organization shall be the Alabama Art Education Association

**Article II – Purpose** - The purpose of the Association is to promote art education through professional development, service, advancement of knowledge, and leadership. To that end, the Association will:

1. Promote quality instruction in the visual arts education conducted by certified teachers of art.
2. Raise the standards of art education and the teaching of art throughout the state of Alabama and to promote art as an integral part of the curriculum.
3. Unite professional educators who share an interest in or engage in activities relates to art, art education, or education in the state of Alabama.
4. Assist teachers in improving the quality of art education.
5. Unite in action on important issues.
6. Act as an agency for the dissemination of art news and valuable teaching aids to art educators and school administrators in Alabama.
7. Provide the teachers of Alabama a broader understanding of art education.
8. Keep the public informed of the arts through whatever means available.
9. Stimulate growth of individual competence in art and art education.



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**Article III – Membership** Art educators and other interested persons are eligible for membership in AAEA and its affiliate, the National Art Education Association (NAEA).

The categories of membership shall correspond with those of the NAEA.

### **Article IV - Organization and Governance**

Section 1: ORGANIZATION - The AAEA shall be organized to include officers, a Board of Directors, an Executive Board, Divisions, Affiliated Groups and Regional Representatives.

Section 2: OFFICERS - The officers of the Alabama Art Education shall be a President, President –Elect, and Past President, Secretary and Treasurer. All officers must be members of AAEA and NAEA.

Section 3: TERMS OF OFFICE - All officers shall be elected by the active membership. The terms of office of all AAEA Board members will be for 2 years except for the President and President-elect, they may succeed themselves.

No board member shall concurrently hold more than one elected office. No officers may be re-elected in the same position for a third term (except for Treasurer, who may serve 4 consecutive terms), but may hold office again after an interval of two years.

All newly elected officers shall assume duties on January following their election. Officers elected to fill vacancies shall assume duties immediately.

Section 4: BOARD OF DIRECTORS - The Board of Directors, hereinafter referred to as AAEA Board, and shall be composed of the President, President-Elect, Past President, Secretary, Treasurer and Division Directors. The Board of Directors shall be the executive authority of the association. This group shall implement the policies of the Association and provide such supervision as may be necessary to promote its best interests. One-Half of the members of the AAEA Board shall constitute a quorum.

The President shall serve as Chair of the Board and of the Executive Committee.

The Board of Directors shall meet a minimum of three times a year. Board meetings shall be publicized and open for any member to attend as an observer.

The Board of Directors shall approve the annual budget submitted by the Executive Committee.

Section 5: EXECUTIVE COMMITTEE - The Executive committee shall be composed of President, President –Elect, and Past President, Secretary, Treasurer and Parliamentarian (ex officio without vote).

Section 6: DIVISIONS - Divisions shall be made of job-alike groups of the membership. They shall correspond to the divisions already established by the National Art Education Association. All Division chairs shall be elected by the active membership.



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Section 7: EX-OFFICIO (APPOINTED) POSITIONS – The President may appoint, with the approval of the Executive Committee, Ex officio board members which shall include: Parliamentarian, Regional Representatives, YAM Chair, Membership Chair, Independent School Chair, Scholarship Chair, Technology-Chair, Newsletter Editor/Social Media Chair, Conference Chair, National Art Honor Society Chair, State Department of Education representative, and Arts Alliance Representative.

Members holding an Ex-Officio position shall be encouraged to attend the Board of Directors meetings and shall have the privilege to address the Board but not to make motions or vote.

### **ARTICLE V – ELECTIONS**

Section 1: ELECTION OF OFFICERS – Election for President-Elect, Secretary, Treasurer, Division Chairs (and/or Elects) shall be held every two years. Candidates for office in the AAEA must be members in good standing who have held active membership in the Association during the past two years.

In the event of a vacancy in any office of the Association, officers-elect shall assume the duties of the vacated office and the President may appoint, with the approval of the AAEA Board, an interim officer to fill the officer-elect vacancy until a new election can take place. In the event of a vacancy in the office of Past President, the President shall assume the duties of Awards Chair.

In the event of a vacancy in the office of President, the President-Elect will automatically fill that office. In the event of a vacancy in the office of President-Elect, the Past-President shall fill that vacancy until a new slate is created by a committee appointed by the President and an electronic or mail vote is conducted.

Section 2: NOMINATING COMMITTEE – At least four months prior to an election, a nominating committee shall make nominations for all officers. The nominating committee shall be chaired by the President-Elect and will consist of five members in good standing, one appointed by each of the Division Chairs. This committee may expand or contract in number with changes in the number of Division chairs. The President –Elect shall vote in the committee only in case of a tie. Nominations may also be made from the floor of a General Session at the Fall Conference.

The slate of officers shall be presented to the Executive Committee and the Board for approval before the election can take place.

Section 3: VOTING - Active, Emeritus, Student and Life members of AAEA shall be eligible to vote for the officers of AAEA.

Section 4: RESIGNATION/REMOVAL FROM OFFICE – In order to resign from an office, a letter of resignation must be submitted to the Executive Committee. If no correspondence is received after a three month time period the resignation becomes automatic.



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Any Board of Directors who fails to meet the requirements of the office will be removed by a vote of the Board of Directors.

**ARTICLE VI - MEETINGS** - AAEA members will meet at least once a year at an annual Fall Conference. Other meetings that are in the best interest of AAEA can be held as needed throughout the year.

**ARTICLE VII –COMMITTEES** - Committees may be appointed by the President with the approval of the Executive Committee to carry on special projects as deemed necessary by the Board of Directors.

Committees shall be appointed on an ad-hoc basis and shall serve no longer than the term for which they were created. They may be re-appointed in whole or in part.

The President shall appoint chairs for these committees. Chairs shall be responsible for the task of the committee and shall submit reports to the Board of Directors and as requested by the Executive Committee.

Committee members may incur no expense for the Association unless the President of the Executive Board has allocated funds for such purposes.

**ARTICLE VIII – INCOME AND BENEFIT** -No part of the net earnings of the Association shall inure to the benefit of any member, sponsor, donor, creator, officer, trustee, employee, or without limitation, any other private individual, or to the benefit of any corporation, any private individual or any substantial part of the activities of which is carrying on propaganda or otherwise attempting to influence legislation; provided, this shall not prevent payment of compensation for services actually rendered to or for the Association in its purposes or are a part of the normal duties of officers or committees.

Upon dissolution, all of the assets of the Association shall be turned over to the Alabama State Council on the Arts, an organization that is exempt from federal income taxation under section 501(c)(3) of the Internal Revenue Code of 1954 or any successor provision thereto as the final Board of Directors of the Association shall direct. Any assets not so disposed of shall be disposed of by the appropriate Court of the County or City in which the principal office of the corporation is then located exclusively for such purposes or to such organizations as said Court shall determine which are organized and operated exclusively for such purposes.

The Association shall not use any income for purposes other than the objects herein before set forth and shall invest income as per established policy. The Association may not act in any way or engage in any activity that might affect its right to full tax deduction of the members' contributions to the Association. The Association shall be so operated as to be entitled to, and receive all tax exemptions, federal and local, which from time to time be granted to charitable, scientific, or educational associations or foundations.



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**ARTICLE IX – AMENDMENTS** – The Constitution may be amended at any regular meeting of the Association by two-thirds vote of all active members present; providing the amendment has been submitted in writing 30 days in advance to the Executive Committee and the entire membership has been notified (electronically) two weeks prior to the Annual Conference.

Any AAEA member may propose an amendment to the AAEA Board. Upon the AAEA Board's determination of merit of the proposed amendment it will be presented to the members during a general session at the Annual Conference.

### **BY-LAWS**

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#### **ARTICLE I – DUTIES OF THE AAEA BOARD OF DIRECTORS**

Section 1: **PRESIDENT** - It shall be the duty of the President to preside at all meetings to the AAEA board; to appoint the chair and members of AAEA special committees with consultation and approval of the AAEA Board; to serve as ex officio member of all committees; to establish through the AAEA Board the professional goals and programs for the Association; to inform the membership of the activities of the AAEA Board and the concerns of the Association; and to perform such other duties as usually pertain to the office of the President .

Section 2: **PRESIDENT-ELECT** - It shall be the duty of the President-Elect to assume the duties of the President in the event of absence or vacancy in that office and to assume other duties as determined by the President.

Section 3: **PAST PRESIDENT** – It shall be the duty of the Past President to serve as Awards Chair and to assume the duties of the President-Elect in the event of a vacancy in that office until a new slate is created by a committee appointed by the President and an electronic or mail vote is conducted; and assume other duties as determined by the President. The Past President will serve as the AAEA representative to the Alabama Alliance for Arts Education.

Section 4: **SECRETARY** – It shall be the duty of the Secretary to call the roll and keep the minutes of all meetings of the Executive Committee, Board of Directors and general meetings of the Organization. The Secretary shall be the custodian of current records and papers of the Organization and shall be responsible for all correspondence and communications that fall within the duties of other officers.



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Section 5: TREASURER – The Treasurer shall be the custodian of all monies belonging to AAEA and shall deposit the same in a bank approved by the Board of Directors. The Treasurer shall keep accurate records of receipts and disbursements and supervise all monies of conferences and meetings. Books concerning all assets and debts shall be fully audited by a designate of the Board of Directors prior to being released to the newly elected Treasurer.

Section 7: Division Chairs – It shall be the duty of the Division Chairs to serve on the Board of Directors, to develop a program for the division including conference meetings, regional workshops that continue the development of art education and other professional activities for their Divisions; see official job description document. Division Chairs and elects shall be elected by the active membership.

### **ARTICLE II – DUTIES OF THE AAEA BOARD, EXECUTIVE COMMITTEE OF AAEA BOARD AND OFFICERS, DIVISIONS AND SPECIAL COMMITTEES**

Section 1: THE AAEA BOARD shall serve as the executive authority of the Alabama Art Education Association. It shall make policies and provide such supervision as may be necessary to promote the best interests of the Association goals and programs. It shall determine and approve all expenditures and presents an annual financial report to the membership.

Section 2: EXECUTIVE COMMITTEE OF THE AAEA BOARD – The executive committee shall have the authority to represent and to act for the AAEA board in the interval between meetings of that body. The Executive Committee shall also serve as the Finance Committee.

The Executive Committee shall have the authority to represent and act for the Board of Directors in the interval between meetings of that body. It is also the duty of the Executive Committee to prepare the agenda for the meetings of the Board of Directors and make recommendations to the Board. The Executive Committee shall be empowered to take immediate action when it is in the best interest of the association.

The Executive Committee shall meet as the President deems necessary, or when requested by a majority of the Executive Committee. Executive Committee meetings shall be publicized and open for any member to attend as an observer.

The Executive Committee shall present an annual budget to the Board of Directors.

Section 3: DIVISIONS – The recognized divisions shall study problems relating to members of the group the division represents. They shall report to their division members through meetings, regional workshops, and newsletter articles the issues that are pertinent to their division. The Divisions shall keep in contact with the NAEA Regional and National Division Directors and disperse information to their members. The Division Chair – Elect shall assume the duties of the Chair in the Chair's absence or when a vacancy occurs.



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Section 4: REGIONS – It shall be the purpose of the Regional representatives to inform the Board of the activities, concerns, needs that emanate from their particular areas of the state.

Section 5: SPECIAL COMMITTEES - The AAEA President, the Executive Committee and the AAEA Board may appoint special committees to undertake special assignments.

### **ARTICLE III – MEMBERSHIP AND DUES**

Section 1: AMOUNT OF DUES – Dues for all classes of membership within the NAEA shall be determined by the NAEA Delegates Assembly with the advice and counsel of the NAEA Board of Directors. Dues for all classes of membership within the AAEA shall be determined by the AAEA Executive Committee.

Section 2: CLASSES OF MEMBERSHIP – Art educators and other interested persons are eligible for membership in the association that is professionally unified with the National Art Education Association or the NAEA. The categories of membership shall correspond with those of the NAEA.

**ARTICLE 1V – MANUAL OF POLICY AND PROCEDURES** - The AAEA Board shall adopt and publish policies which govern the procedures of the Association. Material shall be reviewed biennially by the Executive Committee, AAEA Board of Directors and changes made as deemed necessary.

**ARTICLE V – ADOPTION OF CONSTITUTION AND BYLAWS** – After presentation of the proposals for reorganizations to the membership and upon majority approval of the votes cast from current eligible AAEA members attending the Annual Conference, this Constitution and Bylaws become operative immediately.

**ARTICLE VI – ADMINISTRATIVE AND FISCAL YEAR** – The Administrative and Fiscal year of the AAEA will extend from January 1 to December 31.

**ARTICLE VII – RULES OF ORDER** – Robert’s Rules of Order (revised) shall be the authority on all questions of procedure not otherwise covered in the Constitution and Bylaws.

**ARTICLE VIII – AMENDMENTS** - The Bylaws may be adopted, modified or repealed by a two-thirds vote of the active members present at any regular meeting of the Association or by mail (or electronically) by a two-thirds vote of the ballots received from active members, provided the amendment or Bylaw change has been submitted (electronically or by mail) to the Executive Committee thirty (30) days in advance of the meeting and the general membership notified of the proposed change.



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**ARTICLE IX – PUBLICATIONS** – A newsletter that disseminates news, information, division reports, presidential reports and other newsworthy items pertaining to the goings on of the organization and the visual arts in the state shall be published quarterly. The purposes for this newsletter are found in the Policy Manual.

Amendment # 1

Add to