

# Iowa Association of Agricultural Educators (IAAE)

## *Bylaws*

*Revised June 27, 2012*

**Affiliated with the National Association of Agricultural Educators (NAAE, Inc.)  
Association for Career and Technical Education (ACTE)  
and Iowa Association for Career and Technical Education (IACTE)**

## **Article I NAME**

Section A. The name of the organization shall be “Iowa Association of Agricultural Educators, Inc.” The organization may also officially use the letters “IAAE” and/or the words “Iowa Association of Agricultural Educators” to designate the organization and/or its members.

## **Article II Vision, Mission, and Goals**

### ***The vision of this association is:***

**Section A:** *IAAE’s Vision is to be the premier professional organization for advancing agricultural education.*

### ***The mission of this association is:***

**Section A:** *IAAE’s Mission is to foster a network of professionals that values and supports the advancement of agriculture education.*

### ***The goals of this association are:***

**Section A:** *Deliver value for the membership*

**Section B:** *Develop a network of professionals*

**Section C:** *Foster development of articulated curriculum*

## **Article III MEMBERSHIP**

Section A. All people interested in agricultural education shall be eligible for membership. Membership in this Association shall be designated as active, retired, associate, student, and organizational/business.

Section B. Qualifications and privileges of each class of membership shall be defined as follows:

(a) Active Membership -- shall be defined as persons professionally qualified to teach agriculture, or any course related thereto which requires an understanding and knowledge of agriculture, in an elementary, secondary, adult, or post-secondary public and/or private institution. (including graduate students if professionally qualified to do so)

(b) Retired Membership -- shall consist of anyone qualified to be an active member or associate member of IAAE who has retired completely from

his or her profession. The membership dues and benefits shall be the same as the dues and benefits of associate members.

- (c) Associate Membership -- shall include others engaged in programs of agricultural education who are not professionally qualified to teach agriculture or any course related thereto which requires an understanding and knowledge of agriculture, and others interested in agricultural education shall be eligible for membership.
- (d) Student Membership -- undergraduate and graduate students who are enrolled to become professionally qualified to teach agriculture, or any course related thereto which requires an understanding and knowledge of agriculture, as determined by the university department chairperson of the teacher education program at Iowa State University and Northwest Missouri State University. Student members are non-voting members.
- (e) Organization/Business Membership -- agriculture, agribusiness, industry, civic, governmental, and other organizations or firms.

Section C. The privilege of voting shall be restricted to present active members and new active members.

#### **Article IV ANNUAL DUES**

Section A. *The IAAE Board shall recommend dues changes. The IAAE membership dues shall be set or amended by a majority vote of the membership present at an annual meeting* This includes unified membership in the National Association of Agricultural Educators, Iowa Association for Career and Technical Education, and Association for Career and Technical Education, and an optional subscription to the *Agricultural Education Magazine*, as well as all other expense items included in the budget.

Section A. IAAE membership dues may be changed by a majority vote of the delegates present at an annual meeting. This includes unified membership in the National Association of Agricultural Educators, Iowa Association for Career and Technical Education, and Association for Career and Technical Education, and an optional subscription to the *Agricultural Education Magazine*, as well as all other expense items included in the budget.

Section B. The fiscal year for IAAE is July 1 through June 30. The membership year is also July 1 through June 30.

## **Article V BOARD OF DIRECTORS**

- Section A. The Board of Directors shall look to the general welfare of agricultural education within the state with special references to education of the public and our legislators with respect to its values and needs; set policy as stated in the Policy Handbook; prepare an annual *Officer* Handbook; approve all expenditures deemed necessary for the welfare of the association to the extent of available funds; and have control of the organization, subject to the Articles of Incorporation and Bylaws, between annual state meetings.
- Section B. The Board of Directors shall consist of the state officers, the representatives, and the following ex-officio members: one state consultant from the Iowa Department of Education assigned to agricultural education, the ISU AgEd Club President or a designated representative, one representative from the Governor's Council on Agricultural Education, and the department chairperson of the *agricultural* education program at Iowa State University or a designated representative, and the IAAE Executive Assistant.

## **Article VI STATE OFFICERS**

- Section A. The state officers of the association shall consist of a President, the Past President, the President-Elect, a Secretary, a Treasurer, six secondary vice presidents and a Post-Secondary Vice President. An additional Post-Secondary Vice President shall be elected for each additional 40 members or major fraction thereof.
- Section B. The President-Elect shall be elected for a one-year term at the annual meeting and shall continue in office until their successors are elected.
- Section C. The Secretary and the Treasurer shall be elected for a two-year terms at the annual meeting with the Secretary being elected in even-numbered years and the Treasurer in odd-numbered years.
- Section D. Under normal circumstances, the President-Elect of the immediate past year shall become the candidate for President, unless prevented by just circumstances that would remove the individual from active membership. The President shall be elected for a one-year term at the annual meeting.
- Section E. Under normal circumstances, the President of the immediate past year shall become the Past President, unless prevented by just circumstances that would remove the individual from active membership.
- Section F. Should a vacancy occur in any office, except that of President, a successor shall immediately be appointed by the President with the approval of the

Board of Directors to serve until a successor can be elected by the active membership.

Section G. Should a vacancy occurs in the office of President, the President-Elect shall become President for the remainder of the term.

Section H. Three Secondary Vice Presidents shall be elected by the respective districts at the annual meeting of the IAAE, for a two year term. The North Central, Northeast, and Southwest districts shall elect their representative in even numbered years while the Northwest, South Central and Southeast districts shall elect their representative in odd numbered years.

Section I. The Post Secondary Vice President(s) shall be elected for a two year term by the post secondary school membership at the annual meeting of the IAAE. Election to be held in odd numbered years.

Section J. Only active members may hold office.

#### **Article VII REPRESENTATIVES**

Section A. The representatives of the association shall consist of the IACTE Representative. They shall serve on the Board of Directors as a voting member.

Section B. The IACTE Representative shall be elected for a two year term at the annual meeting during even numbered years.

Section D. Only active members may serve as a representative on the IAAE Board of Directors.

#### **Article VIII DUTIES OF STATE OFFICERS AND REPRESENTATIVES**

Section A. Specific duties are listed in the *Officer Handbook*.

Section B. President. The President shall preside at all meetings of the association and of the Board of Directors, appoint the chairperson of the Policy Development Committee and appoint all special committees with the approval of the Board of Directors, call special meetings as provided in Article X, and perform other duties pertaining to their office for the general welfare of the association. They will serve as an ex-officio member on all standing and special committees.

- Section C. President-Elect. The President-Elect, in the absence of the president, shall preside at all meetings of the association, prepare a budget and submit the Request for Funds proposal to the Iowa FFA Foundation, and perform the further duties of this office.
- Section D. Past President. The Past President shall be responsible for seeking nominations for all offices and conduct the annual election. It is their duty to recommend revisions to the Articles of Corporation and Bylaws. They shall also submit revisions to the *Officer Handbook*. They shall serve as the chairperson of the Conference Planning Committee, and they shall remain on the Past Presidents committee for five years. They will serve as an ex-officio member on the Administrative Committee.
- Section E. Secretary-Treasurer. The Secretary-Treasurer shall keep a record of the business proceedings of the association; shall notify officers and committees of election or appointment; shall take care of the correspondence of the association; and assist in preparing an annual budget and the Iowa FFA Foundation Request for Funds. They will serve as an ex-officio member on the Administrative Committee.
- Section F. Secondary Vice Presidents. The Secondary Vice Presidents shall preside at meetings held in their respective districts; shall serve actively and promptly in behalf of district members and district activities, and coordinate activities in the districts outlined in the *Officer Handbook*. Secondary Vice Presidents will be appointed by the president to serve as ex-officio members of standing committees with the exception of the Past Presidents Committee.
- Section G. Post-Secondary Vice President(s). The Post-Secondary Vice Presidents(s) shall serve actively in behalf of the post secondary personnel, including members from technical schools, community colleges, private institutions, teacher education programs, the Department of Education, and the Iowa FFA Foundation. They will be appointed by the president to serve as ex-officio members of a standing committee with the exception of the Past Presidents Committee.
- Section H. IACTE Representative. The IACTE Representative will attend IACTE and IAAE Board meetings and serve as the liaison between such Boards. This representative will serve as an ex-officio member on the Policy Development Committee.
- Section I. Iowa FFA Foundation Representative. The Iowa FFA Foundation Representative will attend the Iowa FFA Foundation Board of Directors meetings and serve as the liaison between such Boards.

## **Article IX ELECTION AND DUTIES OF DISTRICT OFFICERS**

- Section A. Each district shall elect a secretary-treasurer for a one-year term at the annual meeting and shall continue in office until their successors are elected.
- Section B. The district secretary-treasurer shall perform such duties as assigned by the respective vice-president and or Board of Directors.
- Section C. Only active members may hold this office.

## **Article X MEETINGS**

- Section A. Statewide Meetings.
- (a) The annual meeting shall be held at the time of the annual state conference of agricultural educators.
  - (b) Special meetings may be called at any time or place as the president may direct, upon approval by a three-fourths vote of the Board of Directors.
  - (c) Fifty percent of the active membership shall constitute a quorum to transact business of this association at any regular or special meeting.
- Section B. Board of Directors Meetings.
- (a) Regular meetings shall be held quarterly and before and after each annual meeting of the association.
  - (b) Special meetings shall be called by the president or any three members of the board.
  - (c) 50% of the voting members of the Board of Directors shall constitute a quorum.

## **Article XI AMENDMENTS**

- Section A. The Bylaws may be amended at the annual meeting by a two-thirds vote of the members present.

## Article XII COMMITTEES

Section A Specific functions and responsibilities of committees are listed in the *Officer Handbook*.

.Section B. The IAAE will have the following standing committees:

1. Administrative
2. Conference Planning
3. Educational Development
4. Membership Services
5. Policy Development
6. Past Presidents

Section C. The president is responsible to see that all committee members are appointed by the district and post secondary membership and that committees are functional at the beginning of their term. Committee terms shall begin at the annual conference of agricultural educators.

Section D. The committee membership shall appoint their chairperson with the exception of the Policy Development, Past Presidents, and Conference Planning committees.

Section E. The president shall appoint special committees from time to time as the need arises including the Region III Planning Committee when the NAAE Region III Conference is hosted by the IAAE.

Section F. Only active members are eligible to serve of committees.

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