

**Bylaws**

**Adopted May 19, 2020**

**Bylaws**

**of the**

**American Association for Agricultural Education**

**Article I**

**Name**

The name of the organization shall be the American Association for Agricultural Education.

The acronym “AAAE” may be used in lieu of the complete name of the organization.

**Article II**

**Purpose**

**Section 1 Mission**

The mission of AAAE is to foster excellence in the discovery and exchange of evidence-based solutions for social science challenges in agriculture and related sciences.

**Section 2 Goals**

To accomplish its mission, AAAE will:

* Build a more inclusive culture within the society
* Increase membership
* Increase collaboration among members and with faculty in other social science and agriculture and related sciences disciplines
* Increase the impact of our scholarship

**Section 3 Values**

As a professional organization, AAAE values and embraces:

* Inclusivity
* Collaboration
* Professionalism
* Impact
* Innovation

**Article III**

**Members**

**Section 1 Active Membership**

Active Membership is open to all individuals employed in agricultural education, agricultural communications, agricultural leadership, extension education or closely related fields. Only Active Members may serve in leadership positions in the association.

**Section 2 Associate Membership**

Associate Membership is open to individuals who work with agricultural education related organizations such as the National Association of Agricultural Educators (NAAE), the National Association of Supervisors of Agricultural Education (NASAE), the National FFA Organization, career and technical education organizations, or others who wish to support the AAAE.

**Section 3 Student Membership**

Student Membership is open to undergraduate and graduate students studying for careers in agricultural education, agricultural communications, agricultural leadership, extension education or closely related fields. Student Members are eligible to attend and participate in discussion of AAAE business, however they are not eligible to vote or hold office.

**Section 4 Emeritus Membership**

Emeritus Membership may be conferred upon recommendation of the Board of Directors to individuals who have been active members of the organization for a minimum of 5 years and have retired, or will retire during the academic year in which the annual AAAE meeting is held. Emeritus members are exempt from paying annual dues.

**Article IV**

**Officers**

**Section 1 Elected Officers**

The officers of the AAAE shall be President, President-Elect, Past-President, Vice President for Communications, Secretary, Treasurer, Assistant Treasurer, Historian, and a Regional President representing each of the three regions.

**Section 2 Association Manager**

The AAAE Board of Directors shall appoint an Association Manager to serve as a general manager of organization activities. The Association Manager shall serve as an ex-officio member of the AAAE Board of Directors without vote.

**Section 3 Nominations**

The President, with the approval of the Board of Directors, shall appoint a nominating committee consisting of one member from each region. The nominating committee will be chaired by the Past President. The committee shall prepare a slate of candidates for elected offices of the AAAE. The committee shall submit its report to the Board of Directors meeting during the annual meeting of the organization.

**Section 4 Elections**

The nominating committee shall present its report to the membership during the annual business meeting. Additional nominations for any elected office may also be made from the floor during the annual business meeting.

The offices of President-Elect, Secretary, Assistant Treasurer, Historian, and Vice President for Communications shall be elected at large from the membership of AAAE. The officers shall be elected by a majority vote of those present and voting at the annual meeting. Voting for the election of AAAE officers shall be by secret ballot.

**Section 5 Terms of Office**

The President, President-Elect, Past-President, shall serve one-year terms or until their successors are elected. After a one-year term of office, the President-Elect shall automatically assume the position of President. The Regional Presidents, Vice President for Communications, Secretary, Treasurer, Assistant Treasurer, and Historian shall serve two-year terms or until their successors are elected.

No officer or member of the Board of Directors except the Vice President for Communications, Secretary, Treasurer, Assistant Treasurer, or Historian shall be eligible to succeed themselves in their respective office, except that tenure in office by virtue of succession as described in Section 6. Vacancies below, shall not prevent election to that office for a full term.

**Section 6 Vacancies**

a) Should the President leave the profession, or for other reasons become unable to fulfill the duties of the office, such office shall be declared vacant immediately and be filled by the President-Elect.

b) Should the President-Elect, Vice President for Communications, Secretary, Treasurer, Assistant Treasurer, or Historian leave the profession, or for other reasons become unable to fulfill the duties of the office, such office shall be declared vacant immediately and shall be filled by action of the AAAE Board of Directors.

c) Should the Immediate Past President leave the profession, or for other reasons become unable to fulfill the duties of the office, the office shall be filled by the most recent Past President available.

**Article V**

**Meetings**

**Section 1 Annual Meeting**

The annual meeting of the AAAE shall be held at such time and place as the Board of Directors shall decide. Notice of the annual meeting shall be made to the membership in writing or electronically via email and/or the AAAE listerv at least 60 days prior to the annual meeting.

**Section 2 Electronic Meetings**

1. The annual meeting, board of directors, standing committees, and special committees are authorized to meet by telephone, or web conference, or through other electronic communications media so long as all the members may simultaneously hear each other and participate during the meeting.
2. Members of these bodies may participate in any meeting through the use of telephone conference communication equipment by means of which all persons participating in the meeting can simultaneously hear each other. Such participation shall be at the discretion of the president and shall constitute presence at the meeting.

**Section 3 Action Without Meeting**

The board of directors, standing committees, or special committees may take action without a meeting if the action is taken by all members of the committee. The action must be evidenced by one or more written consents describing the action taken and signed by each committee member.

**Section 4 Voting**

Voting in elections and amending bylaws may be by mail-in ballot, voting in person at the time and place designated, or by electronic means, including but not limited to, voting machines, scanned ballots, hand-held voting devices, or on a secure website voting program. The board of directors shall designate the voting method utilized.

**Section 5 Special Meetings**

Special meetings may be called by the AAAE Board of Directors. The purpose of the special meeting shall be stated in the call, which shall be sent to all members at least 7 days before the meeting. Special meetings may be held using conference call, computer video-conferencing, or other computer technology.

**Section 6 Quorum**

Fifty (50) active members of the AAAE shall constitute a quorum for the annual meeting or special meetings.

**Article VI**

**Board of Directors**

**Section 1 Voting Members**

The elected officers of the AAAE shall constitute the Board of Directors.

**Section 2 Ex-Officio Members**

Committee Chairs and the Association Manager shall serve as ex-officio members of the AAAE Board of Directors without vote.

**Section 3 Meetings**

Monthly, bimonthly, or special meetings of the Board of Directors may be called by the President. Special meetings shall be called upon written request of three members of the board. A minimum of 7 days prior notice shall be given. Meetings may be held face-to-face, via conference call, or video-conferencing technology. Two-thirds of the members of the Board of Directors shall constitute a quorum for all board meetings.

**Section 4 Board Duties and Responsibilities**

The AAAE Board of Directors shall have general supervision of the affairs of the organization between its annual business meetings, fix the date and location of the annual meeting, make recommendations to the organization, and perform such other duties as are specified in these bylaws.

**Article VII**

**Committees**

**Section 1 Academy of Fellows**

The Academy of Fellows is composed of all AAAE Fellows and Senior Fellows. The Academy will elect a Chair each year during the annual meeting. The chair will coordinate the efforts of the Academy to examine priorities of the organization and undertake leadership initiatives appropriate to recognized leaders of the association at the request of the President or Board of Directors.

**Section 2 Audit and Finance**

The Audit and Finance committee is responsible for auditing the organization’s accounts at least once per year and making a report to the membership at the annual meeting. The committee will also review the proposed annual budget prepared by the Treasurer. The Treasurer will be an ex-officio member of the Audit and Finance committee.

**Section 3 Member Services**

The Member Services Committee is responsible for collecting, summarizing, and distributing appropriate information/data to the membership. The committee

focuses on increasing membership, member retention, assists with recognition awards (applications), and works with the supply and demand studies.

**Section 4 Nominating Committee**

The Nominating Committee shall consist of one member from each region appointed by the President and the immediate Past President, who will serve as chair. The committee shall prepare a slate of candidates for elected offices of the AAAE. The committee shall submit its report to the Board of Directors meeting during the annual meeting of the organization.

**Section 5 Professional Development**

The Professional Development Committee is responsible for planning, developing, and coordinating activities that enhance membership in AAAE, provide for growth and development of members, recognize members for exemplary contributions, and secure competent leaders for the organization to ensure effective and efficient operation of the organization.

**Section 6 Program Improvement**

The Program Improvement Committee is responsible for enhancing existing programs, encouraging and supporting new program initiatives, and providing agricultural leadership that will positively impact agricultural education.

**Section 7 Research**

The Research Committee is responsible for promoting scholarly research and development activities among the membership that leads to advancing the profession of agricultural education. The committee provides oversight and guidance to regional and national research conferences. The committee’s main responsibilities include reviewing conference submission procedures and logistics, managing the selection of the outstanding thesis and dissertation awards and updating protocol for awards and submission of manuscripts to AAAE research conferences.

**Section 8 Committee Membership**

In accordance with regional bylaws, each region shall select six (6) representatives to serve on each standing committee. Regional members on standing committees may be selected by election or appointment, as determined by the respective regions. Only active members may serve as committee members.

**Article IX**

**Dissolution**

AAAE is a 501©(3) corporation headquartered in Texas. On dissolution, the Board of Directors shall, after paying or making provision for the payment of all the liabilities of AAAE, distribution of the Corporation’s assets to an organization exempt from taxes under Internal Revenue Code Section 501(c)(3) to be used to accomplish the general purposes for which AAAE was organized. If such an organization is not identified, the assets will be distributed to the State of Texas for a public purpose.

**Article X**

**Parliamentary Authority**

The rules contained in the current edition of Robert’s Rules of Order Newly Revised shall govern the organization in all cases to which they are applicable, and in which they are not inconsistent with these bylaws and any special rules of order the organization may adopt.

**Article XI**

**Amendment of Bylaws**

**Section 1 Proposed Bylaws Amendments**

Amendments may be proposed by the Board of Directors, by regional recommendation, by committee recommendation, or by any active member.

**Section 2 Submission of Proposed Bylaws Amendment**

Proposed amendments must be submitted to the Board of Directors at least 60 days prior to the annual meeting. The Board of Directors shall submit proposed amendments to the membership in written or electronic form at least 30 days prior to the annual meeting.

**Section 3 Vote Required for Amendment**

The proposed bylaws amendment must receive a two-thirds (⅔) vote of active members present and voting at the annual meeting for adoption.

**Section 4 Adoption and Effective Date**

These amended and restated Bylaws have been adopted as the Bylaws of the American Association for Agricultural Education this 19th day of May, 2020 and shall be effective as of said date.

These Bylaws supersede and replace the AAAE Constitution and Bylaws

Revised May 2017.