

# CFEA Constitution

*(As revised May 2001)*

## Purpose

To stimulate and encourage those engaged in college fraternity journalism and communications; to form a center for the communication and exchange of views of all those interested in fraternity communications; to establish a community of interest through personal contacts; to raise the standard of fraternity journalism and communications; to publish information helpful to its members; and generally to do those things that will aid in elevating our profession and tend toward an intelligent understanding of the general college and professional fraternities and sororities and honor societies by administrators, students, and the general public, this College Fraternity Editors Association is formed.

## Article I. Name

**Section 1.** The name of this association shall be the College Fraternity Editors Association.

**Section 2.** This association shall be governed by this Constitution, by the CFEA Handbook of Policies and Procedures, and by the procedures set forth in Robert's Rules of Order.

## Article II. Membership

**Section 1.** Regular membership in this association shall be open to all general college and professional fraternities and sororities and honor societies operating chapters on college and university campuses in the United States and Canada. Only those fraternities and sororities which have paid the annual dues of the Association shall be considered members. Each organization holding regular membership in good standing shall have one vote. Membership includes two (2) representatives, but additional representatives, regardless of their positions within the member organization, may also be included at additional cost per person as determined by the Board of Directors.

**Section 2.** Affiliate membership may be extended to interfraternity organizations. Affiliate members shall not be entitled to vote or to hold office. Annual dues are waived.

**Section 3.** Associate membership may be extended upon payment of annual dues as established by the Board of Directors, to any person, commercial suppliers, vendors, and others whose resources enhance fraternalism. Associate members will not be entitled to vote or to hold office.

**Section 4.** Honorary membership may be extended to any individual by the Board of Directors based upon past outstanding service to the association, including but not limited to, service as an elected member of the Board of Directors. Such members shall be entitled to attend annual or special meetings by paying the regular registration fee, but they may not vote except as provided in Section 1 of this article. Additionally, they shall receive The Fraternity Editor and other information mailed to the membership for an annual fee, if any, as determined by the Board of Directors. Annual dues are waived.

**Section 5.** The membership of CFEA encourages the affiliate and associate members to serve on CFEA committees and as committee chairman, but are precluded from serving as directors or officers of the Association. Regular members of the Association eligible for office are those individuals listed as CFEA regular members as submitted by the respective member organizations on the CFEA membership form, and are not employed by an associate member, sponsor, or related vendor.

## Article III. Government

**Section 1.** This association shall be governed by the meetings thereof by those members in attendance, and ad interim by the Board of Directors.

**Section 2.** The fiscal year for this association shall be designated by the Board of Directors.

## Article IV. Officers

**Section 1.** The officers of this association shall consist of a President, President-Elect, Secretary, and Treasurer, all constituting the Executive Committee. Actions by the Executive Committee shall be reviewed by the Board of Directors.

**Section 2.** The President, President-Elect, Secretary, Treasurer, and four members of the Board of Directors shall be elected by the association at its annual meeting, for a period of one year. In addition to the officers and the four elected Directors, the immediate Past President of the association shall be a member of the Board of Directors. Should the immediate Past President not wish to continue or be unable to serve on the Board of Directors, the membership will elect an additional member to the Board of Directors.

**Section 3.** Vacancies in the elective officers shall be filled by the Executive Committee for the remainder of the term. Any officer or director may be removed for cause by a vote of at least seven members of the Board of Directors or by at least two-thirds mail vote of the regular membership.

**Section 4.** The President shall preside at all meetings of the association, of the Executive Committee, and of the Board of Directors.

**Section 5.** The President-Elect shall perform the duties of the President at all meetings at which the latter is absent.

**Section 6.** The Secretary shall keep accurate minutes of the meetings of the association, of the Executive Committee, and of the Board of Directors.

**Section 7.** The Treasurer shall be in charge of the association's funds, subject to the supervision of the Board of Directors.

**Section 8.** The President shall have the authority to appoint, with the approval of the Board of Directors, such other offices and committees as deemed necessary for a period of one year.

**Section 9.** Officers shall perform such other duties applicable to their offices as prescribed by the parliamentary authority adopted by the conference.

## Article V. Elections

**Section 1.** Three months prior to an annual meeting, the President, with the approval of the Board of Directors, shall appoint a nominations committee of three individuals and shall designate one from among them as chairperson. The nominations committee shall be responsible for reviewing and soliciting from among the association's membership those willing to serve in elective office and for presenting its recommendations to the membership at the annual meeting. The nominations committee shall endeavor to ensure that its recommendations for elective office include at a minimum one individual from each of the categories of fraternal organizations represented in the membership of the association.

**Section 2.** The nominations committee shall present its recommended slate to the membership. Nominations may be made from the floor, providing that the nominator submit to the Secretary a signed acknowledgement from the person to be nominated that said person is willing to fulfill the responsibilities of the office. Should nominations from the floor be made, election shall be by secret ballot. Election of non-contested offices may be made by acclamation.

## Article VI. Meetings

**Section 1.** The association shall hold an annual meeting for the conduct of business and for an editors' conference.

**Section 2.** Special meetings may be held from time to time as the Board of Directors shall determine, but only such business therein can be transacted as shall be specified by the call.

**Section 3.** The Executive Committee and the Board of Directors shall meet at such times and places as the President may determine, or by agreement of a majority of the Committee.

**Section 4.** Special meetings may also be called from time to time on the petition of five (5) or more members, to be received by the Secretary not less than thirty (30) days before the date set for such meeting in the petition. Such petitions shall also state the business to be transacted at the called meeting.

**Section 5.** To conduct business at the annual meeting, a quorum of 75 percent of voting delegates registered for the meeting (one per organization holding regular membership) will be in attendance. For regular or special meetings of the Board of Directors, five will be in attendance, for mail votes of the Board, five shall vote.

## Article VII. Dues and Assessments

**Section 1.** Annual dues may be fixed by the membership at a general meeting, to be assessed against members. Such dues shall be devoted only to payment of actual expenses of the association.

**Section 2.** The Board of Directors shall determine the registration fee to be levied for individuals attending the annual conference or special meetings of the association.

## Article VIII. Amendments

**Section 1.** This constitution may be amended by a favorable vote of at least two-thirds of the member fraternities and sororities attending the annual meeting, or of at least two-thirds of the member organizations in a mail vote. Proposed amendments shall be received in writing by the President and the Secretary at least sixty (60) days prior to the time of the voting. The President and Secretary shall be responsible for distributing proposed amendments to the membership at least thirty (30) days prior to the time of voting. Other amendments may be introduced at the annual meeting if at least two thirds of the members present vote to consider them. No amendment shall be considered unless it meets either of the previous criteria.

**Section 2.** The CFEA Handbook of Policies and Procedures may be amended at any called meeting of the Board of Directors or, if necessary, by a mail vote of the Directors, by a favorable vote of six Board members. Any proposal for amendment of a provision of the Handbook submitted by a regular member shall be acted upon by the Board at its next meeting, unless an earlier vote by mail is deemed necessary by a majority of the Board. Any such proposals may also be submitted by a regular member at the annual meeting, even if such proposal was rejected by the Board previously. Majority approval of the regular members shall be required for adoption of any such proposal at the annual meeting.