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# CONSTITUTION

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## Article I

### Name

The name of this Corporation shall be the Eastern Communication Association.

## Article II

### Purposes

Section 1. The purpose of the Eastern Communication Association shall be to promote the study, criticism, research, teaching, and application of the artistic, humanistic, and scientific principles of communication.

Section 2. The Association, a non profit organization, exists for educational, scientific, and literary purposes only. No part of the organization's net earnings shall inure to the private benefit of any individual or group. No substantial part of the activities of the Association shall be the carrying on of propaganda, or otherwise attempting, to influence legislation. The Association shall not participate in, or intervene in (including the publishing or distributing of statements), any political campaign on behalf of any candidate for public office.

## Article III

### Membership

Membership shall be open to any person or institution interested in promoting the Association's purposes; in particular, persons or institutions within the states, commonwealths, federal

districts and territories of Maine, Vermont, New Hampshire, Massachusetts, Connecticut, Rhode island, New York, New Jersey, Delaware, Pennsylvania, Maryland, West Virginia, the District of Columbia, and Puerto Rico.

## Article IV

### Affiliate Organizations

The Association shall recognize organizations which meet the criteria specified in the Bylaws as affiliate organizations. Recognized organizations shall have such Constitution and Bylaws/Page privileges within the Association as outlined in the Bylaws. Granting of such recognition shall constitute neither an endorsement of the activities of the organization nor a financial commitment to the organization on the part of the Association.

## Article V

### Officers

Section 1. The officers shall be: President, First Vice President, First Vice President Elect, Immediate Past President, Second Vice President, Executive Secretary, and the Editors of scholarly journals.

Section 2. The First Vice President shall succeed to the office of the President. The First Vice President Elect shall succeed to the office of the First Vice President. The First Vice President Elect shall be nominated and elected as specified in the Bylaws.

Section 3. The Second Vice President, the Executive Secretary, the Editors of all publications, and the Convention Advertising Manager shall be appointed by the Executive Council as specified by the Bylaws.

Section 4. To the extent possible, the terms of office for the Executive Secretary and Editors of scholarly journals shall be arranged so that they do not expire within a single year.

Section 5. No member of the Executive Council except the Executive Secretary shall be eligible to succeed himself or herself in the same capacity. The Executive Secretary, at the discretion of the Executive Council, may be appointed for one additional consecutive term only.

Section 6. The duties of the officers shall be as specified in the Bylaws.

Section 7. In the event of the incapacity of any officer, the Executive Council shall, at its discretion, elect a replacement or establish a nominating and election procedure for so doing.

## **Article VI**

### **Executive Council**

Section 1. The voting membership of the Executive Council shall consist of the President, the First Vice President, the First Vice President Elect, Immediate Past President, Executive Secretary, and Interest Group Representatives.

Section 2. All Executive Council appointees such as the Editors of scholarly journals, the Second Vice President, and Convention Advertising Manager shall serve as ex officio members of the Executive Council, without vote.

Section 3. The Executive Council shall establish fundamental Association policy and shall manage its resources and affairs.

Section 4. The President shall call one or more meetings of the Executive Council annually. Meetings may also be called by the Executive Secretary upon signed petition of three members of the Executive Council. A quorum for Executive Council meetings shall be a majority of the membership of the Executive Council.

Section 5. The method of election and term of office of Interest Group Representatives shall be as detailed in the Bylaws.

## **Article VII**

### **Interest Groups**

Section 1. The Association shall have such Interest Groups as shall be created by the Executive Council. Individuals wishing to form an Interest Group shall present to the Executive Council a petition signed by at least 25 Association members expressing their support for the proposed Interest Group. Approved Interest Groups shall elect a Chairperson, who will be responsible for convention program planning and such other duties as specified by the Interest Group's Bylaws; a Chairperson Elect, who shall succeed to the office of the Chairperson; and such other officers as specified in the Interest Groups' Bylaws. Elections for the Interest Group officers shall be conducted at the annual business meeting of the Interest Group held in conjunction with the Association's annual convention.

Section 2. Upon acceptance of an appropriate petition by the Executive Council, an Interest Group has official standing in the Association. Permissible grounds for rejection of a petition are: (1) insufficient signators; and (2) Executive Council determination that the proposed group presents a probability of excessive overlap with an existing Interest Group.

Section 3. Interest Groups formed within the Association shall continue to be officially recognized until such a time as any of the following conditions obtain: (1) a petition requesting dissolution of the Interest Group containing the signatures of a majority of the members of the Interest Group present at the Interest Group's annual business meeting is received by the Executive Council; (2) fewer than 25 Association members are affiliated with the Interest Group as of the close of any two successive membership years; and (3) attendance at the Interest Group's annual business meeting falls below 10 Association members. At such time as one or more of the above conditions obtain, the Executive Council may discontinue official recognition of the Interest Group.

## **Article VIII**

### **Committees**

The Association shall have such standing committees as shall be specified in the bylaws. The Association shall have such ad hoc committees as shall be created by the Executive Council and shall be created by any officer with the advice and consent of the President

### **Article IX**

#### **Annual Convention**

Section 1. An annual convention to promote the purposes of the Association will be held at a time and place to be determined by the Executive Council.

Section 2. A quorum for the annual business meeting at the annual convention shall be five percent of the members in attendance at the convention.

### **Article X**

#### **Awards**

The Association shall make such awards for scholarship, teaching, and/or service as specified in the Bylaws.

### **Article XI**

#### **Amendments**

Section 1. The Executive Council, by majority vote, may initiate amendments to this Constitution.

Section 2. Any member of the Association may petition the Executive Council, which shall then mandate it to consider a proposed amendment.

Section 3. Any 50 members of the Association may present a petition that will mandate the Executive Council to submit a proposed amendment to the full membership.

Section 4. Amendments initiated as specified in the Sections above shall be voted on by the membership by mail ballot. Such an Amendment shall be approved by a majority of the members voting.

### **Article XII**

#### **Dissolution**

The Association may be dissolved only at a special meeting called for such purpose, and in the manner prescribed by the relevant state laws, by vote of three fourths of the members present. Upon any such dissolution of the Association, the Executive Council shall, after paying or making provision for the payment of all the liabilities of the Association, dispose of all of the assets of the Association exclusively for the purposes of the Association in such a manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, literary, or scientific purpose as shall at the time qualify as an exempt organization or organizations under Section 501 © (3) of the Internal Revenue Code of 1954 (or corresponding provisions of any subsequent Federal tax laws), as the Executive Council may determine.

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## **Article I**

### **Membership**

Section 1. There shall be seven categories of membership in the Association: retired, student, regular, sponsor, institutional, life, and honorary life.

Section 2. Specifications for each membership category and for membership tenure will be established by the Executive Council. All categories of individual membership, in the Association shall include the option of affiliation with up to three Interest Groups.

Section 3. An honorary life membership shall be conferred upon all Past Presidents as they retire from full time professional employment. An honorary life membership may also be conferred by a resolution of the membership upon other individuals whom the Association may desire to honor for their outstanding contributions to the profession. Honorary life members shall have all the privileges of regular members, they shall be provided with a paid up subscription to the journals of the Association, and they may register without fee at all Eastern Communication Association annual conventions. Emeritus members as of March 10, 1973, are designated as honorary life members.

Section 4. Association members may become members of Interest Groups by indicating preferences for affiliation when they become Association members; they may change such affiliations when they renew membership in the Association or, in the case of life and honorary life members, at the beginning of any membership year.

## **Article II**

### **Dues and Fees**

Section 1. Annual dues in each membership category shall be determined by the Executive Council in accordance with the Association's financial needs. Upon the petition of 10 percent of the active members, however, the Executive Council must submit any decision to change the dues structure to the active members for approval by mail ballot. A simple majority of those responding within 30 days shall constitute approval.

Section 2. Registration fees for the annual meeting and for other meetings and activities for the Association shall be established by the Executive Council. Charges for subscription to the Association's journal and newsletter, for services to affiliated organizations or institutions, and for special publications shall be similarly established.

## **Article III**

### **Meetings**

Section 1. Meetings of the Association and of its constituent bodies are normally open to all members. Each body shall establish its own rules.

Section 2. The Association shall assume no responsibility for statements of opinion expressed by participants in the program of its annual convention or in such other conferences and meetings as it may sponsor.

Section 3. The Association shall sponsor a convention and meeting for the membership during each calendar year. The convention shall be under the general direction of the First Vice President with policy implementation and financial obligations subject to the approval of the Executive Council.

Section 4. The convention shall include a general Association business meeting, a business meeting for each officially recognized Interest Group, and program sessions distributed over a three day period at such site as approved at least one calendar year in advance by the Executive Council.

Section 5. Program sessions shall be assigned to Interest Groups on a basis proportional to the number of Association members affiliated with the Interest Group at the close of the previous year's convention, subtracting the following from the total number available

for the Interest Groups: the number the Vice President chooses to sponsor (maximum 15%), the number assigned to affiliate organizations, and the number sponsored by the Executive Council. Each Interest Group shall be entitled to at least one program session. When an Interest Group does not provide a program by an established deadline for a session to which it is assigned, that program session may be filled in such a manner as deemed appropriate by the First Vice President.

Section 6. Convention social activities shall be under the general direction of the Second Vice President with policy implementation and financial obligations subject to the approval of the Executive Council.

Section 7. Each affiliate organization may be assigned one program session at the annual convention of the Association; such assignments shall be made by the First Vice President. Any program assigned to an affiliate organization need not be part of the First Vice President's assigned programs.

#### **Article IV**

##### **Eligibility for Office**

Section 1. A person must be a member of the Association to be eligible for: (1) nomination to candidacy for any elective office of the Association; (2) appointment to any appointive office or committee position in the Association; and (3) election to any elective office in the Association. Such membership must be confirmed by the Executive Secretary at the time of nomination, appointment, or election.

Section 2. Any officer or other member of the Executive Council must be a resident of those states, commonwealths, districts, and territories cited in the Constitution, Article III, or be a member in good standing for five or more consecutive years at the time of his/her election.

Section 3. Any person elected or appointed to any office, committee post, or board membership in the Association must be a member of the Association throughout his or her period of tenure in such position. Should such an individual's membership expire during the tenure of office, notification of expiration will be sent by the

Executive Secretary to said person and to the President of the Association. If the person has not renewed membership within 60 days after such notification has been sent, the position shall be declared vacant by the President of the Association. If the vacant office is that of President or First Vice President, the procedures outlined in the Bylaws, Article VII, Sections 2 and 8, shall be in effect to fill the office. If the vacated office is any other elective one, the President, with the approval of a majority of the Executive Council, shall appoint an individual to fill the position until the next regular election. If the vacated position is that of any appointed member of the Executive Council, the President, with the consent of a majority of the Executive Council, shall appoint an individual to fill the office until nominations can be obtained and acted on. If the vacated position is a committee post, the President shall appoint an individual to assume the post.

#### **Article V**

##### **Nominations, Elections, Appointment of Officers, and Elected Representative to the National Communication Association**

Section 1. The Nominating Committee shall prepare annually a slate consisting of at least two nominees for the office of First Vice President Elect, at least two nominees for each open position on the National Communication Association Legislative Council, and at least two nominees for the National Communication Association Nominating Committee. The Nominating Committee shall meet formally prior to and/or during the annual convention and report their nominees to the membership at the general session. Additional nominees for any office may be added by a majority vote of members attending the general session.

Section 2. The Nominating Committee shall be composed of representatives of all recognized Interest Groups. The Interest Group representative will be the Chairperson of that group or such person as that Interest Group shall designate. The chairperson of the Nominating Committee shall be designated from among the committee members by the President of the Association.

Section 3. In the Fall at the beginning of the academic year, a full membership mail ballot listing all nominees for each office shall

be distributed by the Executive Secretary. Should no candidate for First Vice President Elect receive a majority of votes cast, a runoff election will be held between the two candidates receiving the largest number of votes. In any other contest, the nominee receiving the largest number of votes shall be elected.

Section 4. Nominated by the First Vice President, the Second Vice President shall be appointed by the Executive Council and serve for a term of one year. The Executive Secretary and Editors of scholarly journals shall be appointed by the Executive Council and serve for a term of three years. Nominated by the First Vice President, the Convention Advertising Manger shall be appointed by the Executive Council and serve for a term of one year.

Section 5. Elected Association officers shall assume office at the conclusion of the general business meeting at the convention immediately following their election. The Second Vice President shall assume office at the conclusion of the general business meeting at the convention immediately following her or his appointment. The Executive Secretary shall assume office July 1 of the year in which the term of his or her predecessor concludes on June 30. The Editors of scholarly journals shall assume office, January 1, immediately following the calendar year in which the term of her or his predecessor concludes on December 31.

Section 6. To be entitled to vote in Interest Group elections, an individual must have been officially affiliated with that Interest Group on December 31 of the year immediately preceding the election. The Executive Secretary shall provide the Interest Group Chairperson a list of individuals so eligible prior to the business meeting of the Interest Group. The quorum for each Interest Group's business meeting shall be established by the Interest Group itself in its Bylaws.

## **Article VI**

### **Interest Group Representation on the Executive Council**

Section 1. Each Interest Group shall be entitled to representation on the Executive Council, as provided in Section 5 of this Article.

Section 2. Each Interest Group Representative to the Executive Council shall serve a term of two years, commencing at the close of the annual business meeting of the group following the representative's election.

Section 3. At the annual business meeting of each Interest Group eligible to elect a representative, as detailed in Section 5 below, the Interest Group shall nominate and elect a Representative to the Executive Council. The Interest Group Representative so elected must be a member of the Interest Group at the time of election. The results of this election shall be reported immediately to the President and Executive Secretary of the Association.

Section 4. An Interest Group Representative to the Executive Council shall be ineligible to succeed himself or herself as representative of that Interest Group. This exclusion does not prohibit the individual from serving on the Executive Council in any other capacity.

Section 5. Interest Group representation on the Executive Council shall be rotated among all Interest Groups with each Interest Group represented on the Executive Council for two years, followed by a one year absence from the Executive Council. All Interest Groups shall be arranged in alphabetical order and assigned a number beginning with 01. Interest Groups shall be divided into three equal groups based on this ordering system. If the number of Interest Groups is not divisible by three, the last one or two Interest Groups shall be assigned to the second and/or third group. During the first year of implementation, the first third of the Interest Groups shall each have one representative on the Executive Council, current members at large shall complete their terms of office, and no new members at large shall be elected. During the second year of implementation, the representatives of the first third of the Interest Groups shall complete their second year of office, and the second third of the Interest Groups shall each have one representative on the Executive Council. During the third year of implementation, the representatives of the second third of the Interest Groups shall complete their second year of office, and the final third of the Interest Groups shall each have one representative on the Executive Council. Thereafter, this rotating system shall be maintained by the Executive Secretary. New Interest Groups formally recognized during or after the first three years of

implementation shall be assigned to one of the three groups of Interest Groups by the Executive Council in a manner which creates as much as possible an equal number of Interest Groups in each of the three groups.

## **Article VII**

### **Duties of Officers, Other Members of the Executive Council, and Elected Representatives to the National Communication Association**

Section 1. The President shall serve as presiding officer of the Executive Council and annual convention and shall discharge responsibilities normally adhering to the office. The President shall be responsible for the general policy of the convention program and have particular responsibility for the organization of the general session.

Section 2. The First Vice President shall discharge the responsibilities normally adhering to the office and shall succeed to the Presidency whenever that office is vacated. This officer shall have responsibility for organization of the annual convention. The First Vice President shall succeed automatically to the Presidency at the conclusion of the general business meeting at the convention over which his or her predecessor has presided.

Section 3. The Second Vice President shall be selected from among members residing in the immediate area of the convention city, shall assist the President and First Vice President with particular responsibility for local arrangements at the annual convention, and shall perform such duties as outlined in Article III, Section 6, of the Bylaws.

Section 4. The Executive Secretary shall perform the usual duties of secretary, treasurer, and business manager of the Association. The Executive Secretary shall, subject to the approval of the Executive Council, be responsible for the administration of all Association funds and shall prepare an annual financial report to the Association. The Executive Secretary shall be responsible for the distribution of the tabulation of all regular and special ballots for voting on candidates and issues. The Executive Secretary shall have an up to date listing of current Association members available upon request. The Executive

Secretary shall be responsible for the publication and distribution of a periodic newsletter to the members.

Within three weeks following the close of business on December 31 of a given year, the Executive Secretary shall provide to the Executive Council a detailed financial statement for the previous fiscal year. At the first meeting of the Executive Council during the annual convention, the Executive Secretary shall provide to the Executive Council a detailed statement of the Association's current financial standing, and a detailed statement of the Association's likely income and expenditures for the current and the forthcoming fiscal years. The Executive Secretary will be bonded by the Association.

Section 5. The Editors shall select editorial staffs and shall, respectively, perform the usual duties of an Editor-in-Chief. The Editors may, at their respective discretion, appoint an Advertising Manager to assist in the management of the publication for which they are responsible.

Section 6. The Convention Advertising Manager shall serve ex officio as a nonvoting member of the Executive Council. The Convention Advertising Manager shall be responsible, at the direction of the Executive Council, for all convention advertising arrangements for the Association, including obtaining advertising for the convention program; for securing publishers' and other exhibits for the convention; and for placing such advertising for the Association as may be deemed appropriate.

Section 7. Interest Group Representatives shall assist the other officers and other officials of the Association in the performance of their duties as requested. Interest Group Representatives shall chair major appointive committees of the Association. They shall assist the First and Second Vice Presidents in planning for and serving during conventions. They shall attend all meetings of the Executive Council.

Section 8. The First Vice President Elect shall succeed to the office of the First Vice President whenever that office is vacated.

Section 9. The Association's Representatives to the National Communication Association Legislative Council shall attend the Association's Executive Council meeting as nonvoting members and shall report to the Executive Council.

Section 10. The Association's Representative to the National Communication Association Nominating Committee shall attend the

Association's Executive Council meetings as a nonvoting member and shall report to the Executive Council.

## **Article VIII**

### **Recall of Officers and Other Officials**

In the event any officer or other official of the Association fails to discharge the office to which that person has been elected or appointed, the President shall, with the consent of a majority of the Executive Council, request that person's resignation. Any member of the Executive Council may petition the Executive Council for recall of any officer or other official who has not discharged the responsibilities of his or her office. Upon review of such a petition, the Executive Council may, by consent of three fourths of its membership, remove from office the person in question. In the event an office or other post is so vacated, the procedures outlined in these Bylaws for filling such a position shall apply.

## **Article IX**

### **Publications**

Section 1. The Association shall authorize publication of scholarly journals or such other publications it deems appropriate. The Association authorizes the publication of two scholarly journals; *Communication Quarterly* and *Communication Research Reports*, respectively.

Section 2. All editorial, format, and financial policies governing *Communication Quarterly*, *Communication Research Reports*, and all other ECA publications shall be determined by the Executive Council. The content and substance of *Communication Quarterly* and *Communication Research Reports*, shall be determined by their respective Editors consistent with the policies established by the Executive Council.

Section 3. All material published in *Communication Quarterly* and *Communication Research Reports*, and in all other publications authorized by the Executive Council shall be copyrighted in the name of the Eastern Communication Association.

## **Article X**

### **Standing Committees**

Section 1. The Executive Council shall have the following standing committees: Convention Site Selection, Finance, and Publications. These committees shall be advisory and all recommendations of the standing committees will be subject to approval of the Executive Council.

Section 2. The Convention Site Selection Committee shall be responsible for investigating potential future sites for Association conventions and making appropriate recommendations concerning convention site selections to the Executive Council. The membership of this Committee shall be the President (Chair), Immediate Past President, Executive Secretary, First Vice President Elect, and the Immediate Past President once removed. If any of the mandated members of this Committee are unavailable for service, the President shall appoint a replacement or replacements from the membership of the Executive Council.

Section 3. The Finance Committee shall be responsible for reviewing the financial health of the Association, evaluating proposals coming before the Executive Council which may have an economic impact on the Association, and making appropriate recommendations concerning financial issues to the Executive Council. The membership of this Committee shall be the President (Chair), Immediate Past President, First Vice President, First Vice President Elect, Executive Secretary, and a member of the Executive Council elected by the Executive Council. The Editors of *Communication Quarterly* and *Communication Research Reports* shall serve on this Committee (Finance) without vote.

Section 4. The Publications Committee is responsible for the general supervision of all publications of the Association, evaluating proposals coming before the Executive Council which may impact the Association's publications, and making appropriate recommendations concerning publication issues and nominations for editorial positions to the Executive Council. The membership of this Committee shall be the President (Chair), the First Vice President Elect, the Executive Secretary, the Immediate past editor of *Communication Quarterly*, and *Communication Research Reports* and two members of the Executive



Council elected by the Executive Council. The Editors of *Communication Quarterly* and *Communication Research Reports* shall serve as ex officio members of this Committee, without vote.

## **Article XI**

### **Affiliate Organizations**

Section 1. Affiliate organizations are those groups whose objectives are consistent with those of the Association and have been endorsed by both the Executive Council and the membership of the Association.

Section 2. If a group wishes to become an affiliate organization of the Association, it must petition the Executive Council for such recognition.

Section 3. If the petition is approved by a majority of the Executive Council members in attendance at a regular scheduled meeting of the Executive Council, the petition shall be submitted to the membership for consideration during the next regularly scheduled election. If the petition is approved by a majority of the membership casting ballots in the election, affiliate status shall be conferred on the petitioning organization.

Section 4. Affiliate organizations of the Association are the Association for Communication Administration; the Kenneth Burke Society, ECA Chapter; and the ECA Past Officers' Club.

## **Article XII**

### **Awards**

Section 1. The granting of any award for scholarship, teaching, and/or service in the name of the Association may be proposed to the Executive Council by any member of the Association.

Section 2. No award may include a monetary stipend drawn from the general funds of the Association. Any award carrying a monetary stipend can only be funded by an endowment provided by a source independent of the Association. Approval of the award by the Association shall terminate with the termination of that endowment.

Section 3. The recipient of any award from the Association shall be selected by a committee of no less than three nor more than five members of the Association. The method by which the committee

membership is determined and the criteria for the selection of award recipients shall be included in the initial award proposal to the Executive Council and are subject to amendment by the Executive Council prior to submission to the membership for approval. If any changes made by the Executive Council are not acceptable to the individual proposing the award, the proposal may be withdrawn by that individual prior to a vote of the membership of the Association.

Section 4. An award may carry the name of an individual providing that individual is a past officer of the Association or is deceased but was a member of the Association for a significant period of time prior to her or his death. The naming of an award for an individual shall be considered appropriate only if the award clearly is associated with the professional distinction of that individual. After December 31, 1987, an award shall not be named for an individual unless an endowment sufficient to cover all expenses associated with the award is established under the control of the Association.

Section 5. If a proposal for an award is approved by a majority of the membership of the Executive Council in attendance at a regularly scheduled meeting of the Executive Council, and if any changes made by the Executive Council are approved by the individual initially proposing the award, the proposal shall be submitted for approval to the membership of the Association at the time of the next regular election. Approval of a majority of the members voting in the election shall constitute approval of the award.

Section 6. A listing of all Association awards and the criteria for selecting each award's recipient shall appear annually in an appropriate Association publication.

## **Article XIII**

### **Parliamentary Authority**

In the absence of any provision to the contrary in the Constitution or Bylaws, all business meetings of the Executive Council, of the Association, or the standing committees, and of other subsidiary bodies of the Association shall be governed by the parliamentary rules and usages contained in the current edition of *Robert's Rules of Order, Newly Revised*.

**Article XIV**

**Amendments**

Section 1. Amendments to these Bylaws may be initiated by a majority of the Executive Council or by a petition addressed to the Council and signed by 25 members of the Association.

Section 2. Proposed amendments to these Bylaws shall be presented to the full membership for mail vote. Such an amendment shall be adopted if it is approved by a majority of the members voting.

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**REVISIONS**

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**REVISIONS**

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## **BENEFITS**

Membership in the Eastern Communication Association features special opportunities to receive valuable information related to professional communication, current research projects, and essential contacts for networking opportunities. Membership also features the following professional services and activities:

- ◆ Subscriptions to two journals, *Communication Quarterly* and *Communication Research Reports*, and all association mailings, including ECA News.
- ◆ Subscription option to receive the regional speech communication journals of Western States Communication Association, Southern Speech Communication Association, and Central States Speech Association.
- ◆ Professional opportunities to serve the membership in active roles of participation and leadership.
- ◆ Research opportunities to disseminate information, present professional position or research papers, and engage in panel discussions and workshops at high quality conventions.
- ◆ Professional affiliations with colleagues, consultants, management personnel and other communication-related scholars.