



**CONSTITUTION AND BYLAWS
of the
AMERICAN ASSOCIATION FOR
AGRICULTURAL EDUCATION (AAAE)**

Revised May 2017

ARTICLE I: NAME

Section 1 The name of the organization shall be "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 - REGIONS

Section 1 There shall be three (3) regions: North Central, Southern, and Western. States and territories included in each region are:

North Central	Southern	Western
Connecticut	Alabama	Alaska
Delaware	Arkansas	Arizona
Illinois	Florida	California
Indiana	Georgia	Colorado
Iowa	Kentucky	Guam
Kansas	Louisiana	Hawaii
Maine	Mississippi	Idaho
Maryland	North Carolina	Montana
Massachusetts	Oklahoma*	Nevada
Michigan	Puerto Rico	New Mexico
Minnesota	South Carolina	Oregon
Missouri	Tennessee	Utah
Nebraska	Texas*	Washington
New Hampshire	Virginia	Wyoming
New Jersey	Virgin Islands	
New York		
North Dakota		
Ohio		
Pennsylvania		
Rhode Island		
South Dakota		
Vermont		
West Virginia		
Wisconsin		

*Members can accept regional leadership positions/awards only in their home region, as specified in the AAAE Constitution, except that members in Texas and Oklahoma may individually designate the Western region as their “home” region and accept regional leadership positions and awards in that region instead of their home region as defined by the Constitution. (Change approved May 22, 2009- Louisville, Kentucky).

- Section 2 Each region may function separately or collaboratively, but must operate within the AAAE Constitution and Bylaws.
- Section 3 Each region shall establish a set of bylaws, which must be approved by the majority of members from that region at an annual AAAE regional meeting and by the majority of AAAE members at an annual AAAE meeting. Bylaws shall include provisions for: (a) electing regional officers, (b) filling officer vacancies, (c) selecting representatives to serve on AAAE standing committees, and (d) replacing standing committee members.
- Section 4 Each region shall establish policies and procedures, which must be approved by the majority of members from that region at an annual AAAE regional meeting.

ARTICLE IV - MEMBERSHIP AND DUES

Section 1 Active Membership

Individuals employed by colleges or universities, either domestic or international, and who are engaged in agricultural education, as broadly defined in, are eligible for Active Membership. Active members shall include those persons who have paid current dues as established in Article IV, Section 6. Once approved by the Board of Directors, Active Membership may be maintained through timely payment of annual dues (Active Annual Member), or by paying a lifetime membership fee (Active Life Member).

Section 2 Associate Membership

Individuals who wish to associate with and support AAAE, but who do not qualify for Active Membership, or do not wish to participate in the governance of AAAE, may be Associate Members. Once approved by the Board of Directors, Associate Membership is maintained through timely payment of annual dues.

Section 3 Student Membership

Individuals accepted into a graduate degree program pursuing agricultural education objectives, as broadly defined herein, are eligible for Student

Membership. Once approved by the Board of Directors, Student Members maintain their membership through timely payment of annual dues and continued student status.

Section 4 Honorary Membership

Honorary membership may be conferred upon recommendation of the Board of Directors to individuals who have distinguished themselves by making outstanding contributions to the mission and goals of AAAE.

Section 5 Retired Life Membership

Life membership may be conferred upon recommendation of the Board of Directors to individuals who have been active members of the organization (minimum of five years in good standing) who have retired or will retire during the academic year in which the annual AAAE meeting is held. The life membership will entitle the holder to no further payment of dues.

Section 6 Dues

Annual Dues for each class of membership shall be established at the annual meeting of AAAE. The lifetime membership fee for Active Membership shall be 20 times the annual dues for Active Membership. Membership follows the calendar year. Dues can be paid from November 1- February 1 for the new membership year.

ARTICLE V - OFFICERS

Section 1 The officers of AAAE shall be President, President-Elect, Past-President, Vice-President for Communications, Secretary, Treasurer, Treasurer-Elect, Historian and a Vice President representing each of the three regions, as noted in Article III, Section 1. The officers shall constitute the Board of Directors.

Section 2 Only Active Members may serve in leadership positions in the association.

Section 3 Each region shall elect a Regional President (who shall serve as the regional AAAE Vice-President), and other officers as deemed necessary in a manner to be determined by the regional organization. Each regional officer shall be elected for a two-year term.

Section 4 The offices of President-Elect, Secretary, Treasurer, Historian, and Vice-President for Communications shall be elected at large from the membership of AAAE. The President-Elect shall succeed to the Presidency. The Treasurer-elect shall succeed to the office of Treasurer. The officers shall be elected by majority vote of those present and voting at the annual meeting. Nomination, election procedures, and duties of officers shall be as described in the Bylaws.

Section 5 The President-Elect, Treasurer-Elect, President, and Past-President shall each serve a one-year term. The regional Vice-Presidents, Vice President for Communications, Secretary, Treasurer, and Historian shall each serve two-year terms. The Treasurer-elect shall be elected every other year and serve with the Treasurer in the second year of the Treasurer's term.

ARTICLE VI - VOTING

Section 1 All classes of membership are eligible to attend and participate in discussions of AAAE business, but only Active Members are eligible to vote.

ARTICLE VII - COMMITTEES

Section 1 Committees may be appointed as deemed necessary by the President and/or Board of Directors.

ARTICLE VIII - MEETINGS

Section 1 The annual meeting of AAAE shall be held at such time and place as the Board of Directors shall decide.

Section 2 Notice of the annual meeting shall be made to the membership in writing or electronically via email and/or listserv at least 60 days prior to the annual meeting.

Section 3 Board meetings may be conducted electronically to transact business requiring decisions between annual meetings when simple, straightforward decisions or resolutions can be approved.

Section 4 Electronic meetings of the Board of Directors may be conducted by telephone, telecommunications, or computer conference.

ARTICLE IX - AFFILIATION

Section 1 AAAE may affiliate with other organizations upon majority vote of the Active Membership or of those present at the annual meeting.

ARTICLE X - PARLIAMENTARY AUTHORITY

Section 1 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 this constitution and bylaws and any special rules of order the organization may adopt.

ARTICLE XI -AMENDMENTS

- Section 1 This Constitution may be amended by two-thirds of the Active Members present and voting at any annual meeting provided that:
- A. Proposed amendments are submitted to the Board of Directors at least 60 days in advance of the annual meeting.
 - B. The Board of Directors shall submit proposed amendments to the membership in written or electronic form no later than 30 days before the annual meeting.
- Section 2 Amendments may be proposed by the Board of Directors, by regional recommendation, by committee recommendation, or by any Active Member.

ARTICLE XII - DISSOLUTION

- Section 1 AAAE is a 501(c)(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, distribute 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.

BYLAWS

ARTICLE I – ELECTON OF OFFICERS

- Section 1 Election of the President-Elect, Vice President for Communications, Secretary, Treasurer, and Historian
- A. 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 nominating committee shall prepare a slate of candidates for elective offices of AAAE. The nominating committee shall submit its report to the Board of Directors meeting during the annual meeting of the American Association for Agricultural Education.
 - B. Nominations for any elective offices of AAAE may be made from the floor.
 - C. Voting for the election of AAAE officers shall be by secret ballot during the annual meeting.

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

ARTICLE II - VACANCIES

- Section 1 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.
- Section 2 Should the President-Elect, Vice President for Communications, Secretary, Treasurer, Treasurer-Elect, 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 the vacancy shall be filled by action of the AAAE Board of Directors.
- Section 3 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.
- Section 4 Should any of the elected representatives of AAAE on affiliated councils or organizations be unable to fulfill the duties of the position, the position shall be filled by the AAAE Board of Directors.

ARTICLE III - DUTIES OF OFFICERS

- Section 1 The President shall preside at all AAAE national meetings and meetings of the Board of Directors. The President shall appoint committees as authorized by the Board of Directors and act as the official representative of the organization unless a representative is otherwise appointed. In addition, the President shall perform the duties customarily associated with the office of President.
- Section 2 The President-Elect shall, in the absence of the President, act in the official capacity of the President and perform all duties of that office.
- Section 3 The Secretary shall keep full and accurate records of all business and proceedings in regular and special meetings. The Secretary shall be responsible for AAAE correspondence upon the direction of the President and/or Board of Directors.
- Section 4 The Treasurer shall be responsible for the safekeeping of funds and shall be responsible for reporting receipts, expenditures, balances, and investments at the request of the Board of Directors. The Treasurer shall be responsible for accepting and dispensing funds and for the investment of balances as

appropriate in accordance with policies established by the Board of Directors. The Treasurer shall present a Treasurer's report, proposed budget, and account audit statement for review and consideration by the members at the annual meeting each year. The Treasurer-Elect shall be responsible for collecting dues, funds associated with any activity of AAAE, and maintaining membership records in collaboration with the Treasurer.

- Section 5 The Historian shall be responsible for the archives of AAAE.
- Section 6 The Past-President shall serve in an advisory capacity to the President and Chair of the Nominating Committee.
- Section 7 The Vice President for Communications shall be responsible for the updating and maintenance of the AAAE website.
- Section 8 The Board of Directors shall constitute the administrative body of AAAE and carry out all of the activities necessary to the achievement of the goals of AAAE. The Board of Directors shall be responsible for:
- A. Presenting an annual budget to the membership at the annual meeting.
 - B. Recommending appropriate administrative and legislative proposals to the AAAE membership.
 - C. Establishing administrative and operational policies for the Board of Directors.
 - D. Serving the general welfare of AAAE.

ARTICLE IV - COMMITTEES

- Section 1 Standing committees shall be maintained to accomplish the goals and activities of the organization. The following standing committees will be maintained:
- Program Improvement
 - Research
 - Member Services
 - Professional Development
 - AAAE Academy of Fellows
- Section 2 In accordance with regional bylaws, each region shall select six representatives to serve on standing committees. Regional members on standing committees may be selected by election or appointment, as determined by the respective regions. Committee members are limited to active members.

The Academy of Fellows is a national committee composed of all Fellows and Senior Fellows. The Academy will elect a Chair each year during the National Meeting. The Chair will coordinate the efforts of the Academy to examine priorities of the Association and undertake leadership initiatives appropriate to recognized leaders of the association at the request of the President and Board of AAAE.

Section 3 Standing Committees will meet at least once annually in conjunction with the annual AAAE meeting. Other meetings either in electronic form or in person may be scheduled by the committee chair. Each standing committee shall elect a chair and vice-chair at its annual meeting. Although other AAAE members are invited to participate in committee discussions, voting members of the national committees shall be limited to those committee members elected in their respective regions. If a voting member of a national committee cannot attend that national committee meeting, he/she may select a proxy from their Region who meets the same requirements for membership and participation on the committee, to represent the vote. Those holding the proxy for a national committee member will provide documentation of their proxy status to the national committee chair prior to the convening of the national committee meeting.

Section 4 Special committees may be appointed by the President unless otherwise directed by motion to refer. These committees will be discharged once they have completed their charged functions.

Section 5 AAAE may select from the Active Membership at large representatives to other councils or organizations. These representatives shall be elected for their term at the AAAE Annual meeting as indicated below:

A. National Council for Agricultural Education (3-year term, elected at large).

B. Stakeholder to the National FFA Board of Directors (1 3-year term, elected at large).

C. National FFA Board of Directors – AAAE will submit three nominees per region on a rotational basis. Appointments are made by the Assistant Secretary of Education (3-year term)

D. National FFA Foundation (3year term, elected at-large).

E. FFA Alumni Council (3-year term, elected at large)

F. National Postsecondary Agriculture Student Organization Board of Directors (3-year term, elected at large)

- G. National Young Farmer Education Association – appointee must be from a state with a state Young state Farmer education organization (2-year term, appointed by the President).
- H. Representative to the *Journal of Natural Sciences Education* Editorial Board (3-year term, elected at large).
- I. National FFA Awards and Recognition Advisory Committee (2 representatives, 4-year term, elected at large)
- J. Adult Consultant to the FFA Nominations Committee- Must be a teacher educator (3-year term, elected by regions on a rotational basis).

ARTICLE V - GIFTS

- Section 1 All gifts treated as tax-exempt donations must be documented by the Treasurer, who will record the gift and issue the appropriate documentation. Gifts of \$1,000 or more, or agreements involving any reciprocal action on the part of the AAAE (e.g. sponsorships, promotions, opportunities to speak, and naming rights for AAAE resources or activities) must be presented in writing to the AAAE Board for approval, with sufficient detail to identify the donor/sponsor and the reciprocal action required. Gifts of less than \$1,000 may be approved by the Treasurer unless the 'gift' requires some reciprocal action on the part of the AAAE. Any large gift, or any gift requiring anything of the organization (change of schedule, promotion, advertising, etc.), require Board Approval.
- Section 2 The AAAE Board may consider these gift agreements during any regularly scheduled meeting, including their monthly electronic meetings. Agreements with terms lasting more than five years will be presented to the full membership for a vote during the Annual Business Meeting. All approved agreements will be posted annually, with their terms, as an addendum to the Treasurer's Report, in the Minutes of the AAAE Business Meetings. Existing agreements may be taken up as regular business during an annual Business Meeting.

ARTICLE VI - QUORUM

- Section 1 For the purposes of conducting business at the annual meeting, those active members in attendance shall constitute a quorum.
- Section 2 For the purposes of business conducted electronically, a minimum of a majority of the active membership shall constitute a quorum.
- Section 3 For the purpose of Board of Directors meetings conducted electronically, a 2/3 majority of the Board shall constitute a quorum.

ARTICLE VII - AMENDMENTS

- Section 1 Amendments may be proposed by the Board of Directors, by regional recommendation, by committee recommendation, or by any Active Member.
- Section 2 The Bylaws of AAAE may be amended by a majority vote of the Active Members present and voting at any annual meeting provided that:
- A. Proposed amendments are submitted to the Board of Directors at least 60 days in advance of the annual meeting.
 - B. The Board of Directors submitted proposed amendments to the membership in written or electronic form no later than 30 days before the annual meeting.
- Section 3 Bylaws may be amended by a 2/3 vote at an annual AAAE meeting without prior notice.