

Central States Communication Association
Performance Studies and Theatre Interest Group Bylaws

Article I. Name

1. The name of the interest group/caucus/section shall be called **Performance Studies and Theatre Interest Group**

Article II. Purpose

2. The purpose of the Performance Studies and Theatre Interest Group is to promote study, research, teaching, application, and public awareness of the artistic, humanistic, and cultural principles of performance.

Article III. Membership

Membership in the interest group/caucus/section shall be open to all those who are members in good standing in the Central States Communication Association and who are interested in advancing the purpose of the interest group/caucus/section.

Article IV. Officers

Association Guidelines:

The officers of Interest Groups, Caucuses, and Sections shall be a Chair, Vice-Chair, Secretary, and an appropriate number of Paper Readers as determined by each group. The Vice-Chair, Secretary, and Paper Readers shall be elected by the members of each group to serve a one-year term. Each group shall decide the process by which these officers are to be elected. Interest Groups, Caucuses, and Sections may elect/appoint other officers, for whatever time period, as per their needs, and shall decide on the process by which such additional officers are to be elected or appointed.

The Chair of an Interest Group, Caucus, or Section shall be the program planner for the annual convention and responsible for any other activities as designated by the Group's, Caucus's, or Section's Bylaws. The Vice-Chair shall be responsible for assisting the program planner and any other activities as designated by the Group's, Caucus's, or Section's Bylaws, and succeeds to the office of Chair. The Secretary shall be responsible for taking the minutes of the Group's, Caucus's, or Section's business meetings and any other activities designated by the Group's, Caucus's, or Section's Bylaws and submitting the annual minutes to the Executive Director. Paper Readers shall be responsible for making judgments about submitted papers and panels and any other activities designated by the Group's, Caucus's, or Section's Bylaws.

1. The officers of the Performance Studies and Theatre Interest Group shall be a Chair, Vice-Chair, Secretary, and an appropriate number of Reviewers as determined by the Chair.
2. Only individuals who are members of the Central States Communication Association and the Performance Studies and Theatre Interest Group (as designated at the time of convention registration and membership renewal) are eligible for office.
3. Succession shall be automatic from Secretary to Vice-Chair to Chair during the business meeting held at the annual convention. The term for these offices shall be one year.
4. Reviewers will be appointed anew each year at the discretion of the Chair.
5. The Secretary shall be elected at the annual business meeting and shall assume this position at the business meeting subsequent to which they were elected.
6. The Chair shall serve as the presiding officer of all Performance Studies and Theatre Interest Group business meetings. The Chair shall also serve as program planner for the annual convention. The Chair shall also be responsible for carrying out any activities requested by the Association in support of the Performance Studies and Theatre Interest Group
7. The Vice-Chair shall assist the Chair in planning the Interest Group's program offerings for the annual convention or any other activities as requested by the Chair or the Association. The Vice-Chair shall perform the duties of the Chair in the event of that officer's absence or incapacity.
8. The Secretary shall be responsible for maintaining a written record of the business meetings of the Performance Studies and Theatre Interest Group held at the annual meeting in the year following this officer's election. It shall also be the responsibility of the secretary to maintain a record of attendance. The Secretary shall be responsible for transmitting these records to the Chair within a reasonable period following the business meeting of the interest group. The Secretary shall also be responsible for providing the membership with copies of minutes for approval at the subsequent business meeting.
9. Reviewers shall be responsible for making judgments about submitted papers and panels and any other activities requested by the Chair.

Article V. Executive Committee

1. The Executive Committee of the Performance Studies and Theatre Interest Group shall be composed of the Chair, Vice-Chair, and Secretary.

Article VI. Meetings

1. An annual meeting will be held at the time and place designated by the Vice-President of CSCA at the annual convention. Additional business meetings may be scheduled if necessary by the interest group officers.
2. The number of members of the Performance Studies and Theatre Interest Group present at each meeting shall constitute a quorum.
3. The rules contained in the current edition of *Robert's Rules of Order, Newly Revised* shall govern the interest group/caucus/section in all cases to which they are applicable and in which they are not inconsistent with the Bylaws and any special rules of order the Performance Studies and Theatre Interest Group may adopt.

Article VII. Voting

1. All voting shall be decided by a simple majority, with the exception of changes to the bylaws.
2. The election of officers shall be conducted by written ballot. Ballots shall be tabulated by at least two members of the interest group/caucus/section.
3. All voting matters other than the election of officers shall be conducted by voice support of for/yes, against/no, or abstain. The voting majority shall be determined by the Chair. Should any member present deem the voting majority to be unclear by voice support, a second vote shall be conducted using handraising designation.

Article VIII. Awards

1. The top competitive paper of the Performance Studies and Theatre Interest Group shall be designated the Performance Studies and Theatre Interest Group Top Competitive Paper Award. The winner of this award shall be determined by the Chair, based on Reviewer evaluations. Recipients will receive \$50.00 and a certificate.
2. The top competitive debut paper of the Performance Studies and Theatre Interest Group shall be designated the Performance Studies and Theatre Interest Group Top Debut Paper Award. "Debut" means first time presentations at the graduate student level or higher at CSCA in any interest area. The winner of this award shall be determined by the Chair, based on Reviewer evaluations. Recipients will receive \$50.00 and a certificate.
3. Members may apply for the Central States Communication Association Outstanding Scholar in Performance Studies and Theatre Award. This award is given to a scholar who has made significant contributions to performance studies and theater scholarship, and has been a significant contributor to/from the Central States region. The winner of this award shall be

determined by the Chair, based on Reviewer evaluations. The award recipient will receive recognition, and her/his work will be featured at a conference session.

4. All awards will be presented at the annual business meeting.

Article IX. Finances

1. The Executive Committee of CSCA allocates funds to each interest group each year. These funds shall be used in support of the Performance Studies and Theatre Interest Group awards.

2. In the event that these allocated funds are less than \$100.00, the funds received shall be divided equally amongst the Performance Studies and Theatre Interest Group awards.

3. In the event that these allocated funds exceed \$100.00, any remaining money following the funding of the Performance Studies and Theatre Interest Group awards can be spent in support of the Performance Studies and Theatre Interest Group at the discretion of the Chair.

Article X. Amendment of Bylaws

1. Following their establishment, any amendments to the Performance Studies and Theatre Interest Group bylaws can be proposed by any member of the Executive Committee or by a petition of five members of the Performance Studies and Theatre Interest Group.

2. Performance Studies and Theatre Interest Group membership must be notified of any proposed amendments at least thirty days prior to the annual meeting. This notification is the responsibility of the Chair. So that the chair is provided with reasonable opportunity to notify membership, amendment petitions must be submitted to the Chair at least forty days prior to the annual meeting.

3. Amendments require the approval of two-thirds of the membership present at the annual meeting.