

**Central States Communication Association**  
***Communication Education Interest Group Bylaws***

**Article I. Name**

1. The name of the interest group shall be called Communication Education Interest Group.

**Article II. Purpose**

2. The Communication Education Interest Group is dedicated to the advancement of practical, pedagogical, methodological, and theoretical interests of its members. The Interest Group equally values the educational viewpoints and perspectives of its constituents, which include K-12, community college, and four-year college and university educators. The Interest Group encourages the exchange of lively debate among its members and welcomes the opportunity to engage in dialogue with other CSCA members and related interest groups.

**Article III. Membership**

Membership in the interest group 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.

**Article IV. Officers**

1. The officers of the 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 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 asked to volunteer and then 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 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 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 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 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 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 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 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.

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 interest group shall be acknowledged. The winner of this award shall be determined by the Chair, based on Reviewer evaluations. Recipient(s) will receive a certificate.

2. The top competitive panel of the interest group shall be acknowledged. The winner of this award shall be determined by the Chair, based on Reviewer evaluations. Recipient(s) will receive a certificate.

3. The top student competitive paper shall be awarded The Gustav Friedrich Award, named after former CSCA President Gustav Friedrich. The winner of this award shall be determined by the Chair, based upon Reviewer evaluations. The recipient(s) will receive a \$100 cash award and a certificate.

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 interest group's awards.

2. In the event that these allocated funds are less than \$100.00, the funds received shall be given to the Gustav Friedrich Award recipient(s).

3. In the event that these allocated funds exceed \$100.00, any remaining money following the funding of the interest group awards can be spent in support of the interest group at the discretion of the Chair.

### **Article X. Amendment of Bylaws**

1. Following their establishment, any amendments to the interest group bylaws can be proposed by any member of the Executive Committee or by a petition of five members of the interest group.

2. Interest group membership must be notified of any proposed amendments at least 30 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 40 days prior to the annual meeting.

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