

1 **Bylaws of the**
2 **North American Colleges and**
3 **Teachers of Agriculture**

4 *Revision Adopted: June 18, 2020*



5 **Article I**
6 **Name**

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8 The name of this organization shall be the North American Colleges and Teachers of
9 Agriculture. The letters NACTA may be used as the official acronym of the organization.

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11 **Article II**
12 **Purpose**

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14 The purposes of this organization shall be to provide for all post-secondary educators of
15 agricultural, environmental, natural, and life sciences a forum for discussion of
16 questions and issues relating to the professional advancement, recognition, and support
17 of agricultural instruction.

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19 **Article III**
20 **Members**

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22 **Section 1. Active Membership**

23 Active membership shall consist of regularly employed teachers of agricultural,
24 environmental, natural, and life science subjects in institutions of higher education, or
25 individuals employed by institutions or businesses that have an interest in and concern
26 for higher education, support NACTA ideas, and who have paid their annual
27 membership dues. Active membership includes voting rights in organization business.

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29 **Section 2. Student Membership**

30 Student Membership shall consist of graduate students enrolled in a post-secondary
31 institution and studying agricultural, environmental, natural, and life science subjects.
32 Student members may participate in all aspects of the organization including business
33 meetings and committees. Student members are not allowed to vote on business in
34 committees or business meetings or hold office.

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36 **Section 3. Institutional Membership**

37 Institutional membership shall consist of institutions of higher education offering courses
38 in agricultural, environmental, natural, and life sciences that have paid the annual
39 membership dues. Institutions of higher education holding institutional membership shall
40 receive one copy of each issue of the NACTA Journal. All regularly employed teachers
41 of agricultural, environmental, natural, and life science subjects at the institution shall be
42 eligible for the reduced membership dues for active membership in NACTA. Institutional
43 membership of itself does carry voting rights.

45 **Section 4. Lifetime Membership**

46 Lifetime membership shall consist of all active members who have paid a lifetime
47 membership fee or who have been awarded such status by the Executive Committee.
48 Lifetime membership shall have all the rights and voting privileges of active members.
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50 **Section 5. Emeritus Membership**

51 Emeritus membership shall consist of retired college or university teachers of
52 agricultural, environmental, natural, and life sciences. They shall have all the rights and
53 voting privileges of active members. Individuals become eligible for Emeritus
54 Membership after a minimum of ten years as active members.
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56 **Section 6. Affiliates**

57 Any state or area having a group of teachers of agriculture at the post-secondary level
58 with 20 or more NACTA members may form an affiliate with NACTA. The purposes and
59 the constitution of the affiliate must be in harmony with those of NACTA. Approval for
60 affiliation is given by the Executive Committee. A copy of the bylaws of the affiliate must
61 accompany the request for affiliation.
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63 **Article IV**

64 **Officers and Organizational Leadership**

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66 **Section 1. Officers of the Organization**

67 **A. Elected Officers**

68 **i. President**

69 An election for the office of President-Elect will be conducted by electronic
70 vote prior to the annual meeting. In the event of a vacancy in the office of
71 President, the President-Elect will assume the office of President. The
72 President-Elect serves a one-year term then assumes the office of
73 President. The President is limited to one term of one-year or until their
74 successor is elected. Upon completing a one-year term of office, the
75 President will assume the office of Immediate Past President for a one-
76 year term.
77

78 **ii. Secretary/Treasurer**

79 An election for the office of Secretary/Treasurer will be conducted by
80 electronic vote prior to the annual meeting in odd years. The
81 Secretary/Treasurer shall serve a two-year term or until their successor is
82 elected. The Secretary/Treasurer is limited to a maximum of two
83 consecutive terms in the position.
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89 **iii. Regional Directors**

90 There shall be five Regional Directors, one each for the Western,
91 Southern, Central, Eastern, and Canadian regions. An election for the
92 Regional Directors will be conducted by electronic vote prior to the annual
93 meeting. Elections for the Central and Canadian Regional Directors will
94 take place in even years. Elections for the Western, Southern, and
95 Eastern Regional Directors will take place in odd years. Regional
96 Directors serve a two-year term or until their successor is elected.
97 Regional Directors are limited to two consecutive terms in the position.
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99 **iv. Judging Conference Director**

100 An election for the Judging Conference Director will be conducted by
101 electronic vote prior to the annual meeting in even years. The Judging
102 Conference Director serves a two-year term and is limited to two
103 consecutive terms in the position.
104

105 **B. Appointed Officers**

106 The appointed officers of the organization shall be the Foundation Director,
107 Historian, Journal Editor, and Parliamentarian. These officers shall be appointed
108 by the Executive Committee. The terms of office shall be for one year or until
109 their successors are appointed.
110

111 **Section 2. Qualifications for Office**

112 Active members are eligible to run for office. No member shall hold more than one
113 elected office concurrently.
114

115 **Section 3. Nominations and Elections**

116 Election of the President-Elect, Secretary/Treasurer and Directors shall be carried out
117 via electronic voting. The Nomination Committee shall prepare ballots and distribute
118 information about the candidates to the membership at least 90 days prior to the annual
119 meeting. NACTA members shall then have 30 days to submit their votes electronically.
120 Election to office shall be by majority vote of members voting. If no candidate receives a
121 majority of the ballots cast, a run-off election of the two candidates receiving the most
122 votes will be conducted. NACTA members shall then have 15 days to submit their
123 votes electronically in the run-off election. Newly elected individuals shall assume their
124 offices at the close of the annual meeting.
125

126 **Section 4. Vacancy**

127 In the event of a vacancy in the office of President, the President-Elect will assume the
128 office of President. If a vacancy occurs in any other office, the Executive Committee
129 shall appoint a qualified member to fill the vacancy until the next annual meeting.
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132 **Section 5. Removal from Office**

133 With the approval of the Executive Committee, the President may recommend that any
134 Executive Committee member be removed from office by the following procedure: 1)
135 reasons for the proposed action must be provided in writing to the member, 2) the
136 member shall have 15 days in which to represent themselves at a meeting of the
137 Executive Committee, 3) a two-thirds vote of the Executive Committee members
138 present and voting is required to remove an officer. In cases where the officer in
139 question is the President, any member of the Executive Committee may initiate the
140 procedure for removal.

141

142 **Article V**
143 **Meetings**

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145 **Section 1. Annual Meeting**

146 The North American Colleges and Teachers of Agriculture (NACTA) shall meet
147 annually. The Executive Committee shall recommend the time and place of each annual
148 conference. Final determination shall be made by members during the business
149 meeting at the annual NACTA conference.

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151 **Section 2. Special Meetings**

152 Special meetings may be called at the discretion of the Executive Committee. The
153 purpose of the special meeting shall be stated in the call, which shall be sent to all
154 members at least 15 days before the meeting.

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156 **Section 3. Quorum**

157 Fifty (50) active members of the organization shall constitute a quorum for the annual
158 meeting.

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160 **Section 4. Electronic Meetings**

161 A. The Executive Committee, standing committees, and special committees are
162 authorized to meet by telephone or web conference, or through other electronic
163 communications media so long as all the members may simultaneously hear
164 each other and participate during the meeting.

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166 B. The annual meeting may be conducted in a virtual setting if deemed necessary
167 by the Executive Committee.

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169 **Section 5. Action without Meeting**

170 The Executive Committee, any standing committee, or any special committee may act
171 without a meeting if the action is taken by all members of the committee. The action
172 must be evidenced by one or more written consents describing the action taken and
173 signed by each committee member.

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176 **Section 6. Attendance by telephone**

177 Members of a committee may participate in any meeting using telephone conference
178 communication equipment by means of which all persons participating in the meeting
179 can simultaneously hear each other. Such participation shall be at the discretion of the
180 President or the committee chair and shall constitute presence at the meeting.

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182 **Article VI**
183 **Executive Committee**

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185 **Section 1. Executive Committee's Duties and Powers**

186 The Executive Committee shall have general supervision of the affairs of the
187 organization between its business meetings.

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189 **Section 2. Executive Committee Membership**

190 The Executive Committee shall consist of the President, President-Elect,
191 Secretary/Treasurer, five Regional Directors, Judging Conference Director, Foundation
192 Director, Immediate Past President, Journal Editor, and Historian.

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194 **Section 3. Quorum of Executive Committee**

195 The presence of seven members of the Executive Committee shall constitute a quorum
196 at its meetings. Non-voting ex-officio members are not counted when determining a
197 quorum.

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199 **Section 4. Non-Voting Ex-Officio Members**

200 All standing committee chairs, liaisons, and past presidents shall serve as non-voting
201 ex-officio members of the Executive Committee.

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203 **Section 5. Executive Committee Meetings**

204 Meetings of the Executive Committee shall be held at least twice each year as called by
205 the President.

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207 **Section 6. Electronic Meetings of the Executive Committee**

208 The Executive Committee shall be authorized to meet by telephone conference or
209 through other electronic communications media so long as all the members can
210 simultaneously hear each other and participate during the meeting.

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212 **Article VII**
213 **Committees**

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215 **Section 1. Educational Issues and Teaching Improvement Committee**

216 Membership on the Educational Issues and Teaching Improvement Committee shall be
217 open on a volunteer basis to all NACTA members in good standing. Members shall
218 serve designated terms of three years and there is no limit on the number of terms.
219 Chairs shall serve no more than two consecutive two-year terms, the first term as chair-
220 elect and the second term as the chair.

221 **Section 2. Educator Recognition Committee**

222 Membership on the Educator Recognition Committee shall be open on a volunteer basis
223 to all NACTA members in good standing. Members shall serve designated terms of
224 three years and there is no limit on the number of terms. Chairs shall serve no more
225 than two consecutive two-year terms, the first term as chair-elect and the second term
226 as the chair.

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228 **Section 3. Experiential Learning Committee**

229 Membership on the Experiential Learning Committee shall be open on a volunteer basis
230 to all NACTA members in good standing. Members shall serve designated terms of
231 three years and there is no limit on the number of terms. Chairs shall serve no more
232 than two consecutive two-year terms, the first term as chair-elect and the second term
233 as the chair. The Judging Conference Director shall serve as an ex-officio member of
234 the committee with voting privileges.

235

236 **Section 4. Foundation Advisory Committee**

237 The Foundation Advisory Committee shall include: (a) Foundation Director serving as
238 Chair; (b) NACTA President; (c) the last two Immediate Past Presidents; (c) two NACTA
239 members appointed by the President and approved by the Executive Committee. The
240 terms of the appointed NACTA members shall be staggered 2-year terms such that a
241 member is appointed or reappointed annually.

242

243 **Section 5. Global Engagement Committee**

244 Membership on the Global Engagement Committee shall be open on a volunteer basis
245 to all NACTA members in good standing. Members shall serve designated terms of
246 three years and there is no limit on the number of terms. Chairs shall serve no more
247 than two consecutive two-year terms, the first term as chair-elect and the second term
248 as the chair.

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250 **Section 6. Journal Committee**

251 Membership on the Journal Committee shall be open on a volunteer basis to all NACTA
252 members in good standing. Members shall serve designated terms of three years and
253 there is no limit on the number of terms. The Journal Editor shall serve as chair of the
254 Journal Committee. Members of the Journal Committee serve as the Editorial Board for
255 the NACTA Journal.

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257 **Section 7. Membership and Public Relations Committee**

258 Membership on the Membership and Public Relations Committee shall be open on a
259 volunteer basis to all NACTA members in good standing. Members shall serve
260 designated terms of three years and there is no limit on the number of terms. The chair
261 will be elected by the members of the committee. Chairs shall serve no more than two
262 consecutive two-year terms, the first term as chair-elect and the second term as the
263 chair.

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266 **Section 8. Nominating Committee**

267 The Nominating Committee shall be composed of the two most recent past presidents
268 of NACTA and three other members appointed by the President. The Immediate Past
269 President shall chair the committee.

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271 **Section 9. Special Committees**

272 The President shall have the authority to appoint any special committees to conduct the
273 business of the organization as the need arises, or as directed by the Executive
274 Committee or membership.

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276 **Article VIII.**
277 **Indemnification**

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279 The Organization shall defend and indemnify any qualified person against any
280 threatened, pending, or completed legal action resulting from actions taken in good faith
281 on behalf of the organization. Qualified persons shall be present and former officers,
282 employees, and officially elected or appointed members of boards, councils,
283 committees, and other components of the Organization.

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285 Indemnification will not be provided to any person who shall be adjudged in a legal
286 action to be liable for negligence or willful misconduct in the performance of duty, or
287 when such person did not reasonably believe that the action was within the law and in
288 the best interests of the Organization.

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290 Indemnification shall cover cost of defense and any judgments, fines, and amounts paid
291 in settlement actually and reasonably incurred by a qualified person, up to a limit of one-
292 million dollars in any single case except in circumstances expressly prohibiting such
293 limitation under the law. Such indemnification shall be in accordance with the
294 established policy of the Organization.

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296 **Article IX.**
297 **Restrictions on Activities**

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299 **Section 1. Compensation**

300 No part of the earnings of the Organization shall inure to its members, officers, or other
301 private persons, except that the Organization shall be authorized and empowered to
302 pay reasonable compensation for services rendered in direct support of its purpose.

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304 **Section 2. Political Activity**

305 No part of the activities of the Organization shall be directed towards influencing
306 legislation or intervening in political campaigns.

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Article X.
Dissolution of the Organization

In the event of the dissolution of the Organization, the Executive Committee shall give all its assets to one or more nonprofit, tax-exempt organizations. If the Executive Committee cannot decide, the decision shall be made by the applicable Court in the State of West Virginia.

Article XI.
Parliamentary Authority

The rules contained in the current edition of *Robert’s Rules of Order Newly Revised* shall govern the society in all cases in which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the society may adopt.

Article XII.
Amendment of Bylaws

Section 1.

Any proposed amendment not originating with the Executive Committee (a) must have the endorsement of at least five NACTA members; (b) must be presented in writing to the Secretary/Treasurer at least 30 days prior to the annual conference; and (c) shall be presented to the members with the recommendations of the Executive Committee. Proposed amendments to the bylaws shall be posted on the NACTA website at least 15 days prior to the annual conference and shall be presented to the members by the Executive Committee during the business meeting at the annual conference. Adoption of proposed amendments shall require the affirmative vote of two-thirds of the members voting at the annual conference.

Note:

These amended and revised Bylaws have been adopted as the bylaws of the North American Colleges and Teachers of Agriculture on this 18th day of June, 2020 and shall be effective as of said date. These bylaws supersede and replace the NACTA Constitution and Bylaws approved January 2017.