

CONSTITUTION OF THE NEW JERSEY COLLEGE ENGLISH ASSOCIATION

ARTICLE I NAME

The name of the organization, an affiliate of the College English Association, shall be the New Jersey College English Association (NJCEA).

ARTICLE II PURPOSE

The purpose of the New Jersey College English Association shall be to provide a means whereby its members may consult with one another on their professional and scholarly interests and problems, coordinate efforts, hold meetings, and in other ways promote effective English education and scholarship in New Jersey.

ARTICLE III MEMBERS

Any full-time or part-time instructor or graduate student of English in any institution of higher education is eligible for membership upon payment of the prescribed annual dues. (Also eligible are emeritus professors of English and laypersons interested in the study and promotion of high standards of English scholarship in the state of New Jersey.)

ARTICLE IV PUBLICATIONS

NJCEA shall publish a periodical at regular intervals that shall contain news of the activities of its members, short articles, poetry, and other such material that may be of interest to the membership. NJCEA may also from time to time publish monographs or papers deemed of interest to its members. The Board of Trustees will appoint a publications committee, whose responsibility will be to advise the editor.

ARTICLE V OFFICERS

Section 1. The officers of the NJCEA shall be a president, a first vice-president, a second vice-president, a secretary, and a treasurer; the secretary and treasurer positions can be filled by one or two members depending on the needs of the organization. The first vice-president automatically becomes president on the completion of the president's one-year term; in like manner, the second vice-president succeeds to the first vice-presidency.

Section 2. The officers of the association will annually appoint a liaison officer to the national CEA who shall serve for a one-year term. The officers will also appoint an editor of the official publication, who shall serve for a term to be designated at the time of his or her appointment.

Section 3. Election of officers shall be by written ballot at the annual spring meeting. The president shall appoint a nominating committee composed of one member of the Board of Trustees, one past president, and one person drawn from the membership at large. The nominating committee shall solicit the membership for suggestions at least one month before the annual meeting and shall submit, when possible, a slate of at least two candidates for each office. The slate of nominees shall be published in the spring issue of the official publication, the NJCEA Web site and/or the NJCEA listserv.

The membership shall elect a second vice-president annually and a secretary and a treasurer every three years. Terms of office shall begin on the day following the annual spring meeting. Eligible to vote are all members with dues paid for the current or coming year.

Section 4. In the event a vacancy occurs in any office, the Executive Council may appoint a member to fill the unexpired term until the next scheduled election.

ARTICLE VI DUTIES OF OFFICERS AND EXECUTIVE COUNCIL

Section 1. At any meeting of the Executive Council, the presence of a majority of its members shall constitute a quorum.

Section 2. The Executive Council shall administer the affairs of the association in accordance with the constitution, the by-laws and the policies adopted by the membership. It shall establish committees, propose business for consideration by the association, and take *ad hoc* action on behalf of the association when prompt decisions are necessary.

Section 3. The president shall be the chairperson of the Executive Council, shall call its meetings, and shall be responsible for and shall preside over the annual meetings of the association.

Section 4. The first vice-president shall act for the president whenever necessary, shall assist the president in planning meetings of the council and the association, and shall be responsible for the program at the annual meeting.

Section 5. The second vice-president shall serve as membership director and assist the first vice-president in planning the annual meeting.

Section 6. The secretary shall keep the official records of the association, including meetings of the council and shall conduct the official correspondence of the association. The treasurer shall hold and disburse funds of the association and shall present an annual financial report at the first fall meeting of the Executive Council, in the official publication, and at the annual spring meeting.

ARTICLE VIII BOARD OF TRUSTEES

Section 1. The nominating committee shall present a slate of candidates for the Board of Trustees who will be elected by the general membership. Additional nominations may be submitted to the nominating committee for inclusion on the official ballot, provided that the candidates suggested are supported by at least five members. Terms of office shall be three years graduated so that a core of trustees familiar with the purposes and plans of the association will be in service on the board at all times. The board will meet in the fall and spring; the immediate past president of the association will serve on the board as liaison with the Executive Council. The Board of Trustees shall provide general overseeing of the association and assist the council in an advisory capacity. It will also form a publications committee that will advise the editor of the official publication.

Section 2. In addition to trustees elected from the general membership, there may also be a graduate student trustee elected for a one-year term. The graduate student trustee will have the main responsibility of working as a liaison with other graduate students who are members of the organization or who are interested in the organization.

ARTICLE IX MEETINGS

Section 1. The association shall meet annually in the spring at a time chosen by the council. The association may also meet at other times the council deems appropriate.

Section 2. The council shall meet in the fall, again at the time of the annual meeting, and at such times as the president, upon consultation with members of the council, shall deem feasible and desirable.

Section 3. The council shall meet with the Board of Trustees in the fall and spring.

ARTICLE X DUES

It shall be the duty of the council to present recommendations concerning annual dues at the annual meeting of the association. It will be understood that the membership year covers a period of one year from the date the dues are processed.

ARTICLE XI BY-LAWS

By-laws of the association, as outlined in this constitution, shall be subject to adoption, amendment, and repeal by majority vote of the members voting by mail, electronic mail, or in-person ballot.

ARTICLE XII AMENDMENT OF THE CONSTITUTION

Section 1. An amendment to this constitution may be proposed by the council or by a written request to the secretary from ten members of the association, no more than five of whom may be from one college or university.

Section 2. The secretary shall give the membership written notice of a proposed amendment at least one month before the annual meeting. Announcement in the official publication, the Web site, and/or the listserv shall be considered due notice.

Section 3. An amendment duly proposed and announced may be adopted by a two-thirds majority of the members responding by mail, electronic mail, or in-person ballot.

ARTICLE XIII DISSOLUTION

Section 1. Should it be decided that the association shall be merged with another body, or that it has ceased to exist being a viable organization, the association shall be dissolved. Such a decision shall be arrived at in the same manner by which this constitution may be amended as set forth in Article XII.

Section 2. Should the association be dissolved, the treasurer shall use the funds remaining in its treasury to discharge any outstanding debts and obligations. Should any funds remain, the treasurer shall transfer them to the treasurer of the College English Association.

*Approved by Executive Council
as revised February 18, 2006
Ratified by membership March 18, 2006*