



BYLAWS AND AMENDMENTS

ARTICLE I: NAME

Section 1. The official name of this organization shall be the Arkansas Technology Student Association and may be referred to as Arkansas TSA.

ARTICLE II: PURPOSES

Section 1. The purposes of the Association are:

- a. To assist local chapters in the growth and development of TSA
- b. . To assist local chapters in the development of leadership and citizenship in social, economic, scholastic, and civic activities.
- c. To increase the knowledge and understanding of our technological society.
- d. To assist students in making informed and meaningful occupational choices.
- e. To promote STEM education and careers across Arkansas.

ARTICLE III: ORGANIZATION

Section 1. The Arkansas TSA is a non-profit association of chartered local chapters within the state of Arkansas.

Section 2. The administration of Arkansas TSA will be vested in the State Executive Committee, comprised of the ex-officio state advisor, state officer's advisors, state officers, state advisor appointed local officers, and national officers who are active members of a TSA chapter.

ARTICLE IV: MEMBERSHIP

Section 1. Membership in Arkansas TSA shall be through the chartered local chapters of this State Association.

Section 2. Arkansas TSA will be chartered as a member of TSA Incorporated, upon approval of the Board of Directors of TSA Incorporated.

Section 3. Classes of membership which shall be recognized by Arkansas TSA are Active, Associate, Alumni, Professional, Honorary/Honorary Life Member.

Section 4. Active members shall be students who are presently enrolled in or who have satisfactorily completed a state-approved STEM course. An active member shall pay dues as established in order to hold a state office, participate in state competitive events or projects, serve as a voting delegate, or otherwise represent their association as may be approved by their association.

Section 5. Associate members shall be students who are enrolled in related fields of instruction with emphasis in STEM or who have been previously enrolled in STEM programs. An associate member shall pay dues as established by Arkansas TSA. Associate members shall not have the right to vote or hold office.

Section 6. Alumni members shall consist of those individuals who have completed a STEM program (have been a former active or associate TSA member) and who have graduated from or left school. Alumni members shall not have the right to vote or hold office.

Section 7. Professional members are those persons engaged in education, business, and industry who have an interest in TSA and in the welfare of STEM. Professional members shall not have the right to vote or hold office.

Section 8. Honorary/Honorary Life Members may be individuals who have made or are making a contribution to the advancement of STEM as may be approved by the state TSA executive committee, and shall be exempt from annual dues.

Section 9. The membership year shall be August 1 to July 31.

Section 10. (NON-DISCRIMINATION) Arkansas Technology Student Associate is an equal opportunity organization and will not discriminate or deny membership on bases of race, creed, national origin, religion, sex, or sexual orientation.

ARTICLE V: VOTING

Section 1. Local chapters of Arkansas TSA will exercise their voting privileges through voting delegates by ballot or electronic voting.

Section 2. Each chartered local chapter will be entitled to two voting delegates, plus one additional voting delegate for each state and /or national officer that is an active member from that chapter.

Section 3. Those not in attendance can vote, but only at half weight.

ARTICLE VI: MEETINGS

Section 1. A State TSA Conference and a State TSA Leadership Conference shall be held each year, and this shall serve as the official annual meeting of Arkansas TSA.

Section 2. The Executive Committee shall designate the time and place of the annual meeting and shall be empowered to call special meetings.

ARTICLE VII: STATE OFFICERS

Section 1. Officers of Arkansas TSA shall consist of a President, Vice President, Secretary, Treasurer, and Sergeant-at-Arms. In addition, the Executive Committee may appoint up to two (2) alternate state officers and up to two (2) regional representatives.

Section 2. Officers elected at the State TSA Conference will hold office until the close of the next annual meeting.

Section 3. Arkansas TSA state officers who are elected as national association officers shall relinquish office in the state association but will remain as a member of the executive committee with all of the rights and privileges of a state officer.

ARTICLE VIII: EMBLEM AND COLORS

Section 1. The emblem of Arkansas TSA and its colors shall be the same as those adopted by National TSA.

ARTICLE IX: MOTTO AND CREED

Section 1. The motto and creed of Arkansas TSA shall be the same as those adopted by the National TSA.

ARTICLE X: RULES, REGULATIONS, AND BYLAWS

Section 1. Such rules, regulations, and bylaws as are seen necessary for the proper conduct of this organization shall be adopted.

Section 2. No rules, regulations, and bylaws shall be adopted which are contrary to this constitution.

Section 3. In all meetings, Robert's Rules of Order, Newly Revised shall serve as standard procedure.

ARTICLE XI: ELECTION OF STATE OFFICERS

Section 1. Eligibility

To serve as officers, student must meet all of the following requirements:

1. Remain in good standing with the local, state and the national organizations and maintain a 3.0 cumulative GPA for the prior two semesters with no D or F.
2. Secure the written permission of the local administration to complete the duties and responsibilities associated with the office.

3. Have properly completed and submitted the officer nomination form, upon the endorsement of student associates (if a member of white or blue cap) and the local chapter advisor, to the state office prior to the published deadline.
4. Presidential, Vice Presidential, and Treasurer candidates must be in high school
5. All state officer candidates must have attended a TSA Fall Leadership Conference prior to running for office.
6. All State TSA officer candidates MUST have been a member of TSA for at least a year.

Section 2. Election Procedures

1. State officers shall be elected by voting delegates who have been selected by the local chapter. Each chartered local chapter is entitled to two voting delegates, plus one additional voting delegate for each state officer and/or national officer that is an active member from that chapter, for the purpose of electing officers and transacting business of the state association.
2. Nomination of state officers shall be submitted on the officer nomination form supplied by the state association office and received by the state advisor prior to the published deadline for this form.
3. A chapter may nominate a maximum of three state officer candidates.
4. Candidates are able to run for state office through their junior year and serve as a graduating senior.
5. State Officers shall be elected by a ballot or electronic vote by the voting delegates at the annual state conference.
6. An election will be held to select each officer for Arkansas TSA.
 - i. A majority vote is required to elect any office if there are two or more candidates.
7. Each office will run a different election.
 - i. Each student may run for one office.
 - ii. Each school may put up a max of 3 officers, and a max of 2 students per office.

Section 3. Tenure

1. All state officers shall serve for one year. The term of office will begin immediately after the adjournment of the state conference.
2. State officers may not succeed themselves in the same office.

Section 4. Vacancies

1. Vacancies that occur for state offices due to lack of candidates for that office will be filled by appointment of the association's executive committee.
2. A vacancy occurring in the unexpired term of State President shall automatically be filled by the Vice President. In the event the Vice President is unable to perform this duty, the executive committee shall appoint a member to fill the vacancy. Nominees will be selected by the executive committee.
3. A vacancy offering in the unexpired term of the office of Vice President, Secretary, Treasurer, Reporter, Sergeant-at-Arms, or Representative, will be filled by appointment of the executive committee or by a special election held by the executive committee. Nominees will be selected by the executive committee.

ARTICLE XII: DUTIES OF OFFICERS

Section 1. Responsibilities of all state officers shall include:

1. Shall lead Arkansas TSA to the best of his/her ability, keeping in mind the highest standards and ideals of the association.
2. Obtain official TSA dress before representing the state association in an official capacity.
3. Attend and represent Arkansas TSA at the following functions whether or not their school will be represented:
 - a. Vex Robotics Competitions
 - b. TSA National Conference
 - c. Rivervalley Technology Challenge at University of Arkansas at Fayetteville
 - d. Annual Arkansas Fall Leadership Conference
 - e. Annual Arkansas State Conference/Competition
 - f. All executive committee meetings conducted throughout the year

Section 2. Specific individual officer duties shall include:

1. President
 - a. Preside at and conduct meetings according to parliamentary procedure.

- b. Appoint committees and serve as ex officio member of each except the executive committee.
- c. Keep the meeting moving at an interesting pace.
- d. Call upon other officers to take the chair when necessary or desirable.
- e. Keep association activities progressing in a satisfactory manner.
- f. Represent the association in outside activities.

2. Vice President

- a. Assist the President.
- b. Serve as President in the absence of the President.
- c. Succeed the President in case of vacancy.
- d. Serve as chairperson of the membership and program committees.
- e. Meet with and be responsible for all committees.

3. Secretary / Reporter

- a. Prepare and read the minutes of each meeting.
- b. Count and record member votes.
- c. Read correspondence and communications at meetings.
- d. Keep the association's permanent records.
- e. Post notices to members pertaining to association activities and send invitations to guests.
- f. Be responsible for association correspondence.
- g. Call the meetings to order in the absence of the presiding officer.
- h. Prepare articles of publication.
- i. Contact members to obtain news regarding the association.
- j. Contact personnel in charge of other publications and provide copy conforming to their requests.

- k. Act as historian of the association by keeping association publications archive.
 - l. Assist with planning and arranging of association exhibits.
 - m. Act as editor of association publications with the responsibility of developing and publishing.
4. Treasurer
- a. Report all financial standings at each meeting.
 - b. Obtain and present ideas and suggestions for increasing the treasury and financing activities.
 - c. Assist the planning and arranging of association activities.
5. Sergeant-at-Arms
- a. Serve as parliamentarian for the association.
 - b. Arrange meeting rooms and care for association paraphernalia.
 - c. Be responsible for the comfort of those present at all meetings.
 - d. Assist officer candidates prior to and during elections.
 - e. Arrange entertainment, refreshments, and other details related to meeting programs.
6. Region Representative
- a. Promote leadership development in their region of Arkansas.
 - b. Represent the chartered local chapters in their region of Arkansas.

ARTICLE XIII: FINANCE

Section 1. Dues

1. Dues for the State Association shall be paid by each active member of the local chapter in order for the local chapter to become affiliated with the State Association.
2. The amount set by the National Board of Directors of TSA as national dues shall be collected by the state advisor and forwarded to the national office by the established annual deadline.
3. Each local chapter shall determine the amount of dues to be collected for use by the local chapter.

Section 2. Expenditures

1. Arkansas' Student Leadership Center shall collect all and disburse all monies for Arkansas TSA according to request made by the executive committee.
2. Expenditures shall be for the welfare and promotion of the association.
3. All Expenditures will be documented with receipts, excel spreadsheets, or Quick books logs through the Student Leadership Center.
4. All expenses will be made with the permission of the state advisor beforehand.

Section 3. Conferences

1. Conference dues are to be determined by the state advisor according to expenses that are required by the conference
2. Conference dues will be recommended to be made beforehand, but can be made at the door during the event.
3. Conference dues must be made before the local chapter can participate in the conference.

ARTICLE IV: COMMITTEES

Section 1. Executive Committee

1. The executive committee shall consist of all state officers, advisors of state officers, appointed state officers, and national officers who are active members of an Arkansas chartered local chapter, the state supervisor of the STEM Division, and the State TSA Advisor. The Alumni Management Team will be ex-officio members of the committee. The state advisor will act as the chairperson of this committee.
2. The executive committee shall act on behalf of the association as necessary to promote the general welfare of the association when the association is not in session and will provide the budget.

Section 2. Program Committee

1. The program committee shall consist of the Vice President, other officers, and state assistance.
2. The program committee shall be responsible for the educational and recreational portion of the program.

Section 3. Membership Committee

1. The membership committee shall consist of the Vice President as chairperson, the President, and one advisor.

Section 4. Special Committees

1. Special committees may be appointed by the President whenever deemed necessary.

ARTICLE V: AMENDMENTS

Section 1. Amendments to Constitution and Bylaws

1. Amendments shall be submitted by the active members of the association.
2. Amendments shall be submitted in writing to the association state office. Proposed amendments must be signed by at least three active members and must be postmarked a minimum of 60 days before the business meeting in which they will be introduced.
3. The amendments must have been submitted in writing to each affiliated chapter at least two weeks prior to the business meeting in which they will be considered.
4. The amendments shall be distributed to the two (2) voting delegates selected by local chapters at the first general session or business session of the voting delegates. The amendments shall be read to the voting delegates before a vote is taken.
5. Two-thirds vote of the delegates present shall be necessary for adoption of amendments.

Amendment Form

Article Number:

Section Number:

Date:

Chapter:

Previous Accepted Version:

Amendment:

Signature 1:

Signature 2:

Signature 3:

Advisor Signature: