

MOUNTAIN-PLAINS BUSINESS EDUCATION ASSOCIATION

A Regional Association of the National Business Education Association

BYLAWS

Article I--Organizational Structure

Section 1—Name. The name of this organization shall be the Mountain-Plains Business Education Association, hereinafter referred to as the Association or M-PBEA, a regional association of the National Business Education Association, hereinafter referred to as NBEA. This association includes Colorado, Kansas, Nebraska, New Mexico, North Dakota, Oklahoma, South Dakota, Texas, Wyoming, Manitoba, Saskatchewan, and other areas of Canada and Mexico adjacent to the M-PBEA region; and from other countries when the member so specifies.

Section 2—Purpose. The purpose of the Association shall be to promote business education nationally and in the M-PBEA region through close cooperation with NBEA and through whatever means fits into the pattern and activities of NBEA. A legal statement of the limitations of the nonprofit activities and purposes is contained in the Articles of Incorporation filed in the State of Kansas, May 4, 1970.

Article II—Membership

Part A—Guidelines

The rules and regulations governing membership and voting privileges shall be in accordance with the NBEA Bylaws.

Part B—Types

Section 1—Professional. A professional member shall pay annual dues as set by NBEA and shall be entitled to full membership privileges of NBEA and M-PBEA and to receive all publications of the Association.

Section 2—Student. A student member shall pay annual dues as set by NBEA. Full-time students pursuing initial licensure/certification who are enrolled in courses of study in academic institutions and interested in advancing the purposes of the National Association shall be eligible for student membership in the National Association. Student members shall not have the right to vote, hold office, or serve on M-PBEA committees.

Section 3—Retired. Retired members receive all publications of the association and shall pay annual dues as set by NBEA. Retired members as defined by NBEA shall be entitled to membership privileges as determined by NBEA with the exception of liability insurance.

Section 4—Life. All life members of the NBEA located in the region shall automatically become life members of M-PBEA and shall be entitled to all the rights and privileges of the Association.

Article III—Finance and Dues

Section 1—Fiscal Year. The fiscal year of the Association shall be from July 1 to June 30. The membership year shall be based upon each member's anniversary date in conjunction with the NBEA membership year.

Section 2—Dues. According to NBEA Bylaws, a set portion of each of the NBEA professional membership dues shall be allocated to M-PBEA.

Section 3—Income. The primary source of income shall be the share of the individual NBEA membership dues allocated to M-PBEA. Additional income may be generated from the annual conference and sale of publications of the Association or other items authorized by the M-PBEA Executive Board.

Article IV—Executive Board and Officers

Part A—Board Composition

Section 1—Voting Members. The executive committee of the Association shall be: President, President-Elect, Treasurer, Executive Secretary, and Immediate Past President. All M-PBEA officers which include the President, President-Elect, Treasurer, Executive Secretary, Immediate Past President, NBEA

Representative/Director , State/Province Representatives, and Regional Membership Director shall be elected for a term of three years with the exception of the President-Elect, President and Past President. All shall assume their duties on July 1. The guidelines for the NBEA Representative/Director shall be established by NBEA. State/Territory/Province membership directors shall be selected according to the guidelines of their area and in accordance with NBEA guidelines.

Section 2—Ex-Officio Members. The following members shall serve in an ex-officio, non-voting capacity: the Newsletter Editor, the M-PBEA representative to the NBEA Legislative Action Committee, the ISBE Representative to the M-PBEA Executive Board, the M-PBEA Representative to the Publications Committee, the Archivist, the M-PBEA Leadership Award Chairperson, the M-PBEA Journal Editor, the Webmaster, the NBEA President, the NBEA Executive Director.

Section 3—Voting Rights. A majority of the official voting members shall constitute a quorum at any meeting of the Executive Board.

Part B—Duties

Section 1—President: The president shall perform the duties common to such an officer, preside at all meetings of the Executive Board and Executive Committee, and assume any other duties that the Executive Board may delegate or assign. The president shall be a member of the Executive Board of the NBEA.

Section 2—President-elect: In the absence or disability of the President, the President-elect shall perform all duties of the president. The President-elect shall consult the treasurer and president in preparing the budget for the following year. In case of a vacancy in the Presidency, the President-elect shall assume the office of the president. In addition, the President-elect shall have such other duties as the Executive Board may delegates.

Section 3—Treasurer: The Treasurer shall receive and disburse the funds of M-PBEA. The Treasurer shall have such other duties as the Executive Board may delegate. In the absence or disability of both the president and the president-elect, the Treasurer shall assume the office of President.

Section 4—Secretary: The Secretary shall prepare minutes of all meetings and shall perform such other related duties as the Executive Board may delegate. In the absence or disability of the president, president-elect, and Treasurer, the Secretary shall assume the office of President.

Section 5—Past-President: The Past-President shall serve in an advisor capacity and direct the M-PBEA Nominating and Strategic Planning Committees. The Past-President shall direct the Leadership Development Institute workshop. The Past-President shall have such other duties as the Executive Board may delegate.

Section 6—NBEA Representatives. NBEA Representative shall inform the Executive Board of information received from NBEA.

Section 7—State/Province Representatives. The State/Province Representatives shall be membership directors for their state/province. In addition, they will keep state/province association officers informed of all business affecting the state/province association as a result of M-PBEA Executive Board action.

Section 8—Regional Membership Director. The Regional Membership Director shall serve as the executive designated to provide regional membership promotion and information and leadership to the State/Province Representatives.

Section 9—Duties and Responsibilities of Ex-Officio Members

Newsletter Editor. Edit and publish the M-PBEA newsletter. Coordinate with the Publications Chair on other regional and national publications.

Representative to the NBEA Legislative Action Committee. Keep the officers and Executive Board members informed about all legislation being considered at both the national and the state levels that concern business education and career and technical education.

The U.S. Chapter of the International Society for Business Education Representative to the M-PBEA Executive Board Act as liaison between the U.S. ISBE Chapter of Societe Internationale pour

l'Enseignement Commercial (SIEC) and M-PBEA and report to M-PBEA concerning current activities at the international level and with the U.S. Chapter of ISBE.

Representative to the NBEA Publications Committee. Represent M-PBEA on the NBEA Publications Committee.

Archivist. Collect and maintain documents of historical significance.

M-PBEA Leadership Awards Chair. Coordinate and administer the nomination, evaluation, and presentation of the M-PBEA Leadership Award.

Webmaster. Design, develop and maintain the regional Web site.

M-PBEA Journal Editor: Coordinate and solicit articles, oversee the blind review process, edit, and publish the biannual journal.

Section 10—Vacancies: In the event any elected or appointed officer is unable to complete a term of office, the Executive Committee shall appoint a replacement to complete the unexpired term.

Article V—Committees

Section 1—Types of Committees. The Executive Board and/or the Executive Committee may establish standing, ad hoc, and executive board committees as required to conduct the business of M-PBEA.

Section 2—Standing Committees. The incoming President shall appoint members to standing committees such as Archives & History, Audit, Bylaws, Conference Planning, Educator Awards, Legislative, Membership, Publications, Share-An-Idea, and Strategic Planning. Membership of the Nominations and Leadership Award Committees is determined as follows:

Nominations Committee consists of the three most recent Past Presidents with the immediate Past President serving as chair. If one of these members is on the ballot, then the previous Past President will be appointed to the committee.

M-PBEA Leadership Awards Committee consists of the recipients of the award from the past five years and the earliest award winner shall chair the committee.

Section 3—Ad Hoc. Ad hoc committees may be developed as needed. No committee may be established for the purpose of any activity prohibited by the laws concerning tax exemption of charitable, education, and scientific organizations.

Section 4—Executive Board Committees. Executive Committees may be appointed by the president.

Article VI—Conference

The M-PBEA annual meeting/conference shall be held at a designated location within the region. The M-PBEA conference schedule shall be determined by the Executive Board on a rotating basis among the states and provinces.

ARTICLE VII - Procedures

Section—1. Robert's Rules of Order, Revised (latest edition) shall be the parliamentary authority on any points of order not covered in these Bylaws.

Section—2. M-PBEA Procedures Manual shall be in compliance with the Articles of Incorporation and Bylaws.

Article VIII--Dissolution

The Association shall exist as provided in its charter unless sooner dissolved. The Association may be dissolved in any manner provided in the applicable law. The Association may elect to be voluntarily dissolved by surrendering its corporate charter to the Secretary of the State of Kansas upon the affirmative vote of two-thirds (2/3) of its then duly elected Executive Board members. In the event of voluntary dissolution, the Association's assets shall be distributed first, to pay all existing creditors of the association and second, as a contribution to NBEA.

Article IX--Amendments

Section 1--Amendments to the Bylaws.

These Bylaws may be changed at any quorum meeting of the Executive Board by two-thirds of the members present, including proxies.

- (a) Any member of the Association may propose a change to these Bylaws. Such proposal must bear the signatures of ten members of the Association and shall be submitted to the Executive Board for study and action.
- (b) Proposed changes shall be acted upon by the Executive Board at the first meeting of the Executive Board subsequent to the meeting at which such proposals were submitted. If two-thirds of the vote of the Executive Board members favor adoption of a change, the bylaws shall be considered so changed.
- (c) These Bylaws may be amended by two-thirds vote of the Executive Board. Amendments adopted by the Executive Board shall be published and made available by request.

Article X--Nondiscrimination Statement

The membership of the Mountain-Plains Business Education Association is open to all business education teachers and educators from all levels private and public, and to other interested persons. The Association prohibits discrimination on the basis of sex, handicap, race, color, religion, national or ethnic origin, age, or marital status as a basis for membership. This policy is enforced by federal laws under Title IX of the Education Amendments of 1972, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Section 402 of the Vietnam Era Veterans Readjustment Assistance Act, and follows guidelines established in Executive Order 11246 and 11375, as amended.