

BY-LAWS
Of
NORTH DAKOTA Collegiate DECA
A Division of North Dakota DECA

MISSION

The Mission of Collegiate DECA is to prepare emerging leaders and entrepreneurs in marketing, finance, hospitality and management.

ARTICLE I: MEMBERSHIP

- Section 1. **Classes.** There shall be three classes of membership recognized by North Collegiate DECA. These shall be Active, Honorary, and Professional.
- 1.1 **Active Members.** Any postsecondary student. These members are required to pay dues as stated in this document. Active members shall be eligible to hold state office, participate in all North Dakota Collegiate DECA activities including competitive events, and represent the organization in affairs as approved by the state association.
- 1.2 **Honorary Members.** These shall be those persons recognized by the State Executive Committee to have extraordinarily promoted the goals of North Dakota Collegiate DECA. These members shall not be required to pay dues.
- 1.3 **Professional Members.** These persons may be associated with or participating in the professional development of North Dakota Collegiate DECA as approved by the Executive Committee. Such members may include, but are not limited to, teachers, advisors, supervisors, employers, trainers, and others willing to contribute to North Dakota Collegiate DECA's growth and development.

ARTICLE II: EXECUTIVE COMMITTEE

- Section 1. **Mission.** North Dakota Collegiate DECA shall be centrally administered by an Executive Committee who will work in cooperation with its advisors and others associated with its purposes and functions.
- Section 2. **General Authority.** The North Dakota Collegiate DECA Executive Committee shall determine short and long-range goals and programs, identify priorities of general membership approval; approve the budget; approve the minutes and any other financial documentation; and create committees as found necessary to meet short and long-range goals and programs.
- Section 3. **Executive Committee Officers.** The Executive Committee shall be composed of a president, and three state officers. Officers must be members of a chartered chapter.
- Section 4. **Requirements.** Members of North Dakota Collegiate DECA wishing to be

nominated for election to state officer positions must be active members; must have submitted an approved application.

Section 5. **Tenure of Office.** Tenure of office shall be one year, beginning with the North Dakota State DECA Career Development Conference.

Section 6. **Vacancies.** Vacancies in the office of the State President shall be subject to an election held in due and reasonable time.

Section 7. **President.** The President shall:

7.1 Be the principal executive officer of North Dakota Collegiate DECA, and unless upon self-removal over particular topics, shall preside at all meetings and sessions of the members and the Executive Committee;

7.2 Perform all duties incident to the office of president and such other duties as may be prescribed by the Executive Committee from time to time;

7.3 Act as an automatic voting delegate to the National Conference unless nominated for a national office, or upon a decision not to attend the conference at which time a vice-president shall secure the delegate position.

7.4 Participate as an active vote during special Executive Committee meetings, but shall withhold voting during general membership meetings except during a secret ballot or when one additional vote would decide the outcome.

Section 8. **Vice President.** The Vice President shall:

8.1 Perform the duties of president in the absence of such, or in the vent of the president's inability or refusal to act; as determined by a plurality vote by the Executive Committee.

8.2 Be subject to all the power of and be subject to all the restrictions upon the president when acting as the chair;

8.3 Be responsible for the effective coordination of all committees so assigned him/her by the president.

8.4 Be assigned such duties as the Executive Committee deems as necessary freedom time to time.

8.5 Be responsible for any additional duties designated by the Executive Committee as they see fit.

Section 9. **Committees.** The Executive Committee shall, from time to time, establish executive and state-wide committees which may include, but are not limited to fundraising, publicity, recruitment/retention, interstate relations, interdivisional relations, newsletter and publications, competitive events, economic development, and competitive judging. Chairpersons for such committees will be

either established by these by-laws or by the President in cooperation with the Executive Committee, although perhaps not directly involved. Every member of the Executive Committee shall be an honorary member of every committee. Members of committees shall be active, professional, or honorary members of North Dakota Collegiate DECA.

ARTICLE III: MEETINGS and ELECTIONS

- Section 1. **Annual Meetings.** There shall be a minimum of two meetings each year comprise of active members.
- 1.1 A North Dakota DECA State Career Development Conference shall be held each year at which regular elections shall be held;
- 1.2 A North Dakota Collegiate Leadership Conference shall be held each year to create a dialogue between the Executive Committee and members regarding goals and objectives. The Executive Committee in cooperation with Professional membership, shall determine additional agenda items for this conference.
- Section 2. **Special Meetings.** The Executive Committee shall, from time to time, hold other meetings to discuss its goals and objectives. No elections may be held at these meetings nor may topics that would increase dues be voted upon at these meetings. Members shall be welcome at any and all special meetings and the minutes of such shall be available for review.
- Section 3. **Elections.** During the State Career Development Conference, elections shall take place for the office of State President and State Vice President. The candidate with the highest score from the interview and the most votes will be president. The next three will be vice president.
- Section 4. **Delegates to State Meetings.** Each chapter shall select three voting delegates who shall be in attendance at the State Career Development Conference or any other gathering in which elections shall occur and shall attend any and all election-related meetings at such conference.
- Section 5. **Delegates to the National Leadership Development Conference.** The number of delegates to the National Leadership Conference shall be equaled by the number of alternates, the president's alternate being an appointed Vice-President by the Executive Committee. Delegates and alternates not mandated by this document shall be selected by a random system at the North Dakota DECA Career Development conference among those who both qualify for the National Career Development Conference and request to be a delegate or alternate.

ARTICLE IV: DUES

- Section 1: **State Dues.** State dues shall be established by motion and passage at any annual meeting of North Dakota Collegiate DECA but shall not affect those whose membership is currently active. Local chapters shall be responsible for

payment of dues. Payment of said dues shall occur prior to December 1 and shall include the current national dues, which are established according to Section V of Article II of the By-Laws of National DECA.

Section 2: **Local Chapter Dues.** Local chapter dues are in no way required by this document and shall be the sole determination of chapters.

Section 3: **Report.** A Vice-President nominated by the Executive Committee shall report to the Executive Committee on December 1 as to which chapters have paid their membership dues in full. A second report will be due on November 1 as to chapters that have paid and will be considered in good standing.

Section 4. **Membership Tenure.** The membership year shall be from July 1 to June 30, inclusive.

ARTICLE V: AMENDMENTS

Section 1. **Process.** This document may be amended by a two-thirds majority of Active membership at any North Dakota DECA Annual Meeting.

Section 2. **Restrictions.** Only such amendments shall be made as are in keeping with the purposes stated in the Preamble of these By-Laws.

ARTICLE VI: PARLIAMENTARY PROCEDURE

Section 1. All parliamentarians shall possess a copy of Robert's Rules of Order, Revised which shall serve as standard procedure in all meetings.