

OREGON BUSINESS EDUCATION ASSOCIATION BYLAWS
Approved November 2007

Article I: Name

The official name of this mutual benefit corporation shall be the Oregon Business Education Association (OBEA).

Article II: Purpose

The purpose of OBEA is to promote in every practical way the welfare of business education and career and technical education in all its phases in accordance with the best interests of students, teachers, employers, and others concerned.

Article III: Membership

OBEA will have four categories of membership. Members will have the responsibilities and privileges described as follows:

A. Membership Categories

1. Regular membership

For persons having a professional interest in one or both of the following:

a. Business education, career and technical education, or related fields such as marketing education, computer science, information technology, or management

b. The business community

2. Student membership

For students whose intent is to be employed in business education, career and technical education, or related fields such as marketing education, computer science, information technology, or management

3. Retired membership

For business educators who are retired

4. Honorary lifetime membership

For deserving individuals selected by the OBEA Executive Council

B. Membership Privileges

All types of members will be given full membership privileges.

C. Dues

1. Amounts

- a. Regular members will be assessed full OBEA dues.
- b. Retired and student members will be assessed a reduced rate.
- c. Honorary lifetime members will pay no dues.

2. Date payable

The payment of annual dues in OBEA will cover the fiscal period from July 1 to June 30.

3. Changes

Changes in the annual membership dues will be recommended by the OBEA Executive Council and presented to the membership at the annual business meeting. Such changes must be voted upon by the OBEA membership and approved by a majority of ballots cast. Voting will be done through a secure ballot system by December 31.

Article IV. Affiliations

OBEA will maintain affiliations with other professional organizations.

A. Associations

1. NBEA/WBITE

OBEA is affiliated with the Western Business and Information Technology Educators (WBEA) and the National Business Education Association (NBEA) and shall act as their Oregon representative.

2. ISBE/ACTE

OBEA supports membership in the International Society for Business Education (ISBE) and Association for Career and Technical Education (ACTE).

3. Other(s)

OBEA shall seek to represent the interests of business teachers in other professional organizations.

B. Dues

1. Individual

OBEA members are encouraged to participate and pay dues in other professional organizations.

2. Group

Before OBEA becomes a group member of another organization, OBEA members must approve the group membership and its dues structure and its dues requirements by a majority of ballots cast.

Article V. Governance

OBEA will be governed by an Executive Board and an Executive Council. The Executive Council shall be the principal decision-making body. The Executive Board, comprised of selected members of the Executive Council, will serve the Executive Council in an advisory capacity, assist in the preparation of Executive Council agenda items, and act on behalf of the Executive Council to facilitate the routine functioning of OBEA. OBEA will use standing committees and ad hoc committees to accomplish specific purposes.

A. Executive Board

The members of the Executive Board are:

1. President
2. President-elect
3. Secretary
4. Treasurer
5. Consultant
6. Membership Director

B. Executive Council

1. Voting members (elected or appointed)

a. Officers

- (1) President

The president shall be the person who served as president-elect during the preceding year. The president will serve a one-year term.

- (2) President-elect

The president-elect will be elected by all OBEA members and will serve a one-year term and then automatically succeed to the presidency.

- (3) Secretary

The secretary will be elected by all OBEA members and will serve a two-year term.

(4) Treasurer

The treasurer will be elected by all OBEA members and will serve a two-year term.

(5) Consultant

The consultant will be elected by a majority vote of the Executive Council at the spring Council meeting for a three-year term.

(6) Membership Director

The Membership Director is appointed by the President and approved by the Executive Board for a three-year term.

b. Secondary Correspondents

a. Four correspondents will be elected by all OBEA members and will serve two-year term.

c. College Correspondent

The college correspondent will be elected by all OBEA members and will serve a two-year term. This correspondent will represent two-year community colleges and business schools.

d. Higher Education Correspondent (Scholarship Director)

The higher education (four-year) correspondent will be elected by all OBEA members and will serve a two-year term. This correspondent will represent four-year institutions with business teacher education programs. This correspondent will also serve as Director of the Scholarship Committee.

e. Retired Correspondent

The retired correspondent will be elected by all OBEA members and will serve a two-year term.

f. Standing Committee Directors/Coordinators

These directors will be appointed by the president if vacancies occur during the year. The president-elect will appoint these directors in the spring to assume office in his/her year as president.

- (1) Awards Director (one-year term)
- (2) Elections Director (one-year term)
- (3) Events Coordinator (one-year term)
- (4) Historian (one-year term)
- (5) Legislative Director (one-year term)
- (6) Newsletter Editor (one-year term)
- (7) Newsletter Editor Assistant (one-year term)

The newsletter editor assistant can become editor the following year.

- (8) Web Coordinator (two-year term)

g. Professional Association Representatives

- (1) International Society for Business Education (ISBE); (one-year term)
- (2) Western Business and Information Technology Educators (WBITE); (one-year term)

If there is more than one OBEA member on the WBITE Board, the president will appoint the representative to the OBEA Executive Council. However, the president is one of the official representatives and will be the representative to the Executive Council if there is no other member serving on the WBITE Board. The president-elect is also a representative to the WBITE Board.

- (3) National Business Education Association (NBEA); (one-year term)

If there is more than one OBEA member on the NBEA Board, the president will appoint the representative to the OBEA Executive Council or will serve in that capacity.

h. Education Specialist for Business and Management

The state specialist for business and management education will serve on the Executive Council as long as he/she holds the specialist position.

2. Nonvoting members (appointed or serve by virtue of positions they hold)

a. Ad Hoc Committee Chairs

b. Conference Chair(s) (appointed year prior to conference by president-elect)

c. Other committees to work on specific projects may be established by the Executive Council or Board as needed. Directors of those committees will be appointed by the president for one-year terms unless otherwise designated by the Executive Council.

d. Other nonvoting members (by virtue of their positions)

(1) Executive Directors of Student Leadership Organizations

Executive directors of the following student leadership organizations shall serve terms on the Executive Council that coincide with the terms of their directorships.

(a) Delta Epsilon Chi (DEC)

(b) Distributive Education Clubs of America (DECA)

(c) Future Business Leaders of America (FBLA)

(2) Executive directors of other student leadership organizations whose purpose is to promote career and technical education may be added to the Executive Council with the approval of the Council.

C. Removal of an Executive Council member

Any Executive Council member, officio or ex-officio, may be removed by a two-thirds vote of the Executive Council at a special or regular meeting, when in its judgment, the best interests of OBEA would be served. The decision of the Executive Council shall be final and shall not be subject to review by or appeal to the OBEA membership or any OBEA official, entity, or committee.

Any Executive Council member, officio or ex-officio, found guilty of violating any provision of these Bylaws, as now in effect or hereafter amended, or who shall be found guilty of other unethical conduct or conduct which brings discredit or tends to bring discredit upon the Executive Council or OBEA or upon the education profession may, by a two-thirds vote of the Executive Council, be removed.

Article VI. Elections

A. Elections Committee

1. Membership

The elections director will conduct the election process. Two members will be appointed to the Elections Committee.

2. Duties

a. The elections director will conduct elections of officers, secondary correspondents, higher education correspondent, college correspondent, and retired correspondent.

b. The elections director will conduct an election for proposed Bylaws amendments and will certify the results.

3. Timeline for elections

a. The Elections Committee will report the names of the nominees to the Executive Council at the fall meeting.

b. The Elections Committee will report the names of the nominees to OBEA members at the annual business meeting.

c. The Elections Committee will prepare ballots with privacy envelopes and conduct an election by mail or by a secure online ballot method. Ballots will be returned no later than December 31. When there is only one nominee for each office, a vote may be taken at the annual business meeting.

d. The Election Committee will inform the nominees of election results before the spring meeting of the Executive Council and will report election results to the Executive Council at its spring meeting, if not before.

4. Rotating elections

a. Elected to assume office in even-numbered years

The following officers and correspondents to Executive Council will be elected to assume office in an even-numbered year. The election will be held by December 31 in the odd year prior.

(1) Secretary

(2) Secondary correspondents Two and Four

(3) College Correspondent

b. Elected to assume office in odd-numbered years

The following officers and correspondents to Executive Council will be elected to assume office in an odd-numbered year. The election will be held by December 31 in the even year prior.

- (1) Treasurer
- (2) Secondary correspondents One and Three
- (3) Higher Education correspondent
- (4) Retired correspondent

B. Vacancies

1. In the event of a vacancy in the office of the president or the president-elect, the Executive Council will elect a person to fill that position who has previously served as president. Any doubt as to the existence of a vacancy will be resolved the majority vote of the Executive Council.

2. If the president-elect, secretary, or treasurer position(s) become(s) vacant before the spring Council meeting, the following procedures will be implemented: (a) the runner-up will be offered the position first; (b) if there is no runner-up or the runner-up declines, the Executive Council will elect a person to fill the vacancy. The president will have the power to appoint a secretary or treasurer pro-tem until the next council meeting.

3. If the president-elect, secretary, or treasurer positions occur after the spring Council meeting, the president may appoint a person to fill the vacancy.

4. In the event of a vacancy in any other position, the president will appoint a replacement for the remainder of the term of office.

Article VII. Meetings

A. An annual business meeting of the Oregon Business Education Association will be held.

B. Regular meetings of the Executive Council will be held at least three times (fall, winter, spring) each year at a time and place to be approved by the Executive Council.

C. Special meetings of the Executive Council may be held at a time and place decided upon by the Council.

Article VIII. Awards

The Awards Committee, chaired by the Awards Director, is responsible for selecting recipients for the following awards to be presented at the annual business meeting.

A. Teacher of the Year—Secondary

- B. Teacher of the Year—Post-secondary
- C. Administrator of the Year
- D. Distinguished Service

Article IX. Rules of Order

Robert's Rules of Order, Newly Revised will be the official guide for conducting the business of this association on points not otherwise covered by the Bylaws.

Article X. Amendments

The Bylaws will be amended in the following manner:

- A. Any member may propose an amendment to the Bylaws.
- B. Proposed amendments to the Bylaws will be presented to the OBEA Council in writing. The Council will submit any proposed amendments to the membership at the annual business meeting.
- C. These Bylaws may be amended or repealed by a majority of returned mail ballots no later than December 31. The Elections Committee will receive and count the ballots. The Elections Director will certify the results.