

National Art Education Association Constitution and Bylaws

Adopted 1995, Revised 1999

PREAMBLE TO THE CONSTITUTION

The National Art Education Association through its Constitution sets forth the means by which the aspirations of those responsible for programs of art education can be supported and extended.

As an organization, we affirm our faith in the power of the visual arts to enrich the lives and endeavors of humankind. In a highly technological society such as ours, the visual arts serve as a humanizing force, giving dignity and a sense of worth to the individual. They provide the means by which aesthetic quality and order are derived from the exercise of an individual's creativity and critical understanding.

It is our purpose to promote and maintain the highest possible quality of instruction in visual arts programs under whatever auspices they are fostered.

It shall be our intent to communicate our belief to the organized teaching profession and to the community-at-large, to strengthen the position of the visual arts as a discipline in the schools, and to affect positively the role of art education in the culture.

We dedicate ourselves to aesthetic and humanistic growth and quality performance in art. With these as our goals, we support visual arts and humanities programs that provide depth and breadth of experience in art in order to meet the needs, interests, and abilities of the varied individuals we teach.

THE CONSTITUTION

ARTICLE I - NAME The organization shall be known as the National Art Education Association.

ARTICLE II - PURPOSES The purpose of the Association is to promote art education through professional development, service, advancement of knowledge, and leadership. To that end, the Association will: promote quality instruction in visual arts education conducted by certified teachers of art; to that end the association will encourage research in art education; hold public discussions; sponsor institutes, conferences, and programs; publish articles, reports, and surveys; and work with other related agencies in support of art education. Since the mission of the Association is to be a non-profit education organization, it shall only engage in activities consistent with its status as defined in Section 501 (c) (3) of the Internal Revenue Code of 1954 or any successor provision thereto.

ARTICLE III - MEMBERSHIP Individuals interested in, or engaged in activities concerned with, or related to art, art education, or education are eligible for membership.

ARTICLE IV - ORGANIZATION AND GOVERNANCE

Section 1: ORGANIZATION The NAEA shall be organized to include national officers, a Board of Directors, an Executive Committee, Regional Officers, a Delegates Assembly, Divisions, Affiliated Groups.

Section 2: NATIONAL OFFICERS The officers of the National Art Education Association shall be a President, President-Elect, and Past President.

Section 3: TERMS OF OFFICE The term of office of all NAEA Board members will be for two years. No Board member shall simultaneously hold more than one office nor succeed him or herself.

Section 4: BOARD OF DIRECTORS The Board of Directors, hereinafter referred to as NAEA Board, shall be composed of the President, President-Elect, Past President, Regional Vice Presidents, the Divisional Directors, and the Executive Director (ex officio without vote). Two-thirds of the members of the NAEA Board shall constitute a quorum. The NAEA Board shall be the executive authority of the Association. The President shall serve as Chair of the Board and of the Executive Committee.

Section 5: EXECUTIVE COMMITTEE The Executive Committee shall be composed of the President, President-Elect, Past President, one Vice President and one Division Director elected from the NAEA Board, and the Executive Director (ex officio without vote).

Section 6: REGIONS A region shall be composed of a group of States/Provinces as recommended by the Delegates Assembly and approved by the NAEA Board. Each region shall have a Vice President, Vice President-Elect, and Regional Directors of Divisions.

Section 7: DIVISIONS Divisions shall be made up of job-alike groups of the membership. These shall be the Division of Elementary Education, the Division of Middle Level Education, the Division of Secondary Education, the Division of Higher Education, the Division of Supervision and Administration, the Division of Museum Education. Each Division shall have a National Director, National Director-Elect, Regional Directors and Regional Directors-Elect.

Section 8: DELEGATES ASSEMBLY Delegates Assembly shall be composed of the presidents or elected representatives of each state/province art education association. Operational procedures shall be determined by the Assembly. Affiliated group representation, without vote, may be accommodated in the Delegates Assembly. The Delegates Assembly shall be a recommending body for legislative and policy matters for the Association.

Section 9: AFFILIATE AND ISSUES GROUPS Organizations that have a structure separate from the NAEA will be called "Affiliates." Groups within the NAEA which provide interaction among those NAEA members of like concerns and encourage the Delegates Assembly and the membership-at-large to consider their issues will be called "Issues Groups."

ARTICLE V - ELECTIONS

Section 1: **ELECTION OF OFFICERS** Elections for the President-Elect and NAEA Division Directors-Elect shall be held in odd-numbered years, and for Regional Vice Presidents-Elect in even-numbered years. Candidates for office in the NAEA must be members in good standing who have held active membership in the Association during the past two previous biennium. A majority of the votes cast is required for election.

In the event of vacancy in any office of the Association, officers-elect shall assume the duties of the vacated office and the President may appoint, with the approval of the NAEA Board, an interim officer to fill the officer-elect vacancy until a new election can take place. In the event of a vacancy in the office of Past President, the President shall appoint an interim Finance Chair from the ranks of previous NAEA Presidents, with approval of the NAEA Board.

Section 2: **NOMINATING COMMITTEE** In even numbered years, at least six months prior to an election, the NAEA Board shall appoint a nominating committee composed of one member from each of the Regions, one member from each Division, two members of the Delegates Assembly, and one member-at-large who shall serve as Chair. The committee shall prepare a slate of two candidates for the office of President-Elect and two candidates for each Division Director-Elect.

In odd numbered years, at least six months prior to the election of the Regional Vice Presidents-Elect, the Regional Vice Presidents shall recommend a nominating committee composed of one representative from each Region. The NAEA Board will ratify the committee and designate the Chair. The committee shall prepare a slate of two candidates for each Vice President-Elect. Each candidate shall have served in the Delegates Assembly.

Section 3: **VOTING** Active, Retired Active, Student, Honorary, and Life members of NAEA shall be eligible to vote for the President-Elect. Members of each Region shall be eligible to vote for the Regional Vice President-Elect for their own Region. Members in each Division shall be eligible to vote for the NAEA Division Director-Elect in their division. The election shall be conducted by mail ballot. Ballots must be mailed by January 15 of the election year and must be received by the Elections Clerk within 40 days after that date.

ARTICLE VI - MEETINGS The NAEA Board, the Delegates Assembly, the Divisions, and the Regions shall meet at the annual national convention of the National Art Education Association. The NAEA Board shall meet at regular intervals throughout the year. Special meetings of the Board of Directors and the Executive Committee may be called by the President.

ARTICLE VII - STANDING COMMITTEES The following standing committees are established: Finance Committee and Professional Materials Committee. The appointment of membership to these committees will be as prescribed in the bylaws and the policy manual. Special committees shall be appointed as needed.

Section 1: **FINANCE COMMITTEE** A Finance Committee shall be established by the NAEA Board.

Section 2: **PROFESSIONAL MATERIALS COMMITTEE** A Professional Materials Committee shall be established by the NAEA Board.

Section 3: **SPECIAL COMMITTEES** Special committees may be appointed by the President, Chair of the Delegates Assembly, Regional Vice Presidents and the Divisional Directors to undertake special assignments. Special committees shall be appointed on an ad hoc basis and shall serve no longer than the term for which they were appointed.

ARTICLE VIII - INCOME AND BENEFITS No part of the net earnings of the Association shall inure to the benefit of any member, sponsor, donor, creator, trustee, officer, employee, or without limitation, any other private individual, or to the benefit of any corporation, any private individual or any substantial part of the activities of which is carrying on propaganda or otherwise attempting to influence legislation; provided, this shall not prevent payment of reasonable compensation for service actually rendered to or for the Association in its purposes.

Upon dissolution, all of the assets of the Association shall be turned over to such non-profit, tax-exempt, charitable, scientific, or educational organization exempt from federal income taxation under Section 501 (c) (3) of the Internal Revenue Code of 1954 or any successor provision thereto as the final Board of Directors of the Association shall select.

The Association shall not divert any part of its income or corpus to any member, sponsor, donor, creator, trustee, officer, or employee; by lending any part of its income or corpus without the receipt of adequate security and a reasonable rate of interest; by paying any compensation in excess of reasonable allowance for salaries, or other compensation for personal services actually rendered; by making any purchase or security of other property for more than adequate consideration for money or money's worth; or by engaging in any other transaction which either directly or indirectly results in such diversion of its income or corpus. The Association shall not use any income for purposes other than the objects herein before set forth and shall invest income as per established policy. The Association shall not act in any way or engage in any activity which might affect its right to full tax deduction of the members contributions to the Association. The Association shall be so operated as to be entitled to, and receive all tax exemptions, federal and local, which from time to time be granted to charitable, scientific, or educational associations of foundations.

ARTICLE IX - AMENDMENTS Any NAEA member may propose an amendment to the NAEA Board. Upon the NAEA Board's determination of the merit of the proposed amendment, it shall be sent to the Delegates Assembly for review at its next regularly scheduled meeting. The Delegates Assembly review recommendation will be returned to the NAEA Board within one year after date of receipt. After review and approval by the Board, the proposed amendment shall be published in the next issue of the NAEA *News* for consideration by the membership. The amendments shall be voted on by the membership and the ballot conducted by mail within 30 days of publication in the NAEA *News*. Two-thirds of the votes cast is required for passage of an amendment.

BYLAWS

Adopted 1995, Revised 2001

ARTICLE I - DUTIES OF THE NAEA BOARD OF DIRECTORS

Section 1: **PRESIDENT** It shall be the duty of the President to preside at all meetings of the NAEA Board; to appoint the chair and members of NAEA special committees with consultation and approval of the NAEA Board; to serve as ex officio member of all committees; to establish through the NAEA Board the professional goals and programs for the Association; to inform the membership of the activities of the NAEA Board and the concerns of the Association; and to perform such other duties as usually pertain to the office of the President.

Section 2: **PRESIDENT-ELECT** It shall be the duty of the President-Elect to assume the duties of the President in the event of absence or vacancy in that office; to be an ex officio member of the Delegates Assembly; Chair Professional Materials Committee; and to assume other duties as determined by the President.

Section 3: **PAST PRESIDENT** It shall be the duty of the Past President to serve as Chair of the Finance Committee and to assume the duties of the President-Elect in the event of vacancy in that office; and assume other duties as determined by the President.

Section 4: **REGIONAL VICE PRESIDENTS** It shall be the duty of the Regional Vice Presidents to serve on the Board of Directors, and to act as the Coordinating Board of the Delegates Assembly. The Vice Presidents shall name one of their number to preside over the meeting of the Board of Directors when the President, the President-Elect and the Past President are unable.

Section 5: **DIVISION DIRECTORS** It shall be the duty of the Division Directors to serve on the Board of Directors, to develop the program for the Division including conferences and other professional activities; to appoint Regional Division Directors with consultation of the Regional Vice President; and to work with the Regional Division Directors in developing a professional program for their Divisions.

Section 6: **EXECUTIVE DIRECTOR** The Executive Director shall serve as an ex officio member of the Board and shall administer the policies of the Association as determined by the Board of Directors.

ARTICLE II - COORDINATING BOARD OF THE DELEGATES ASSEMBLY The duties of the Coordinating Board of the Delegates Assembly shall be determined by the body in accordance with the policies of the NAEA.

ARTICLE III - DUTIES OF NAEA BOARD, EXECUTIVE COMMITTEE OF NAEA BOARD, AND OFFICERS OF REGIONS, DELEGATES ASSEMBLY, DIVISIONS, AFFILIATED GROUPS, STANDING COMMITTEES, AND SPECIAL COMMITTEES

Section 1: **THE NAEA BOARD** The NAEA Board shall serve as the executive authority of the National Art Education Association. It shall make policies, and provide such supervision as may be necessary to promote the best interests of the Association goals and programs. It shall determine and approve all expenditures and present an annual financial report to the membership. An Executive Director shall be employed by the NAEA Board with duties and compensation determined by the NAEA Board. The NAEA Board shall appoint a Program Coordinator for each national convention.

Section 2: **EXECUTIVE COMMITTEE OF NAEA BOARD** The Executive Committee shall have authority to represent and to act for the NAEA Board in the interval between meetings of that body. The Executive Committee shall also serve as the Finance Committee.

Section 3: **REGIONS** The Regional Vice Presidents and the States/Province Presidents in the Regions shall develop a program of Regional activities and programs. They shall assist in planning conferences and other meetings.

Section 4: **DELEGATES ASSEMBLY** The Delegates Assembly shall study and recommend, through plans, reports, or resolutions to the NAEA Board, issues pertinent to the membership of the NAEA and the profession at large; shall review amendments to the constitution and bylaws and recommend action to the NAEA Board; shall review the fiscal responsibility of the membership with recommendations for any changes in dues structure to be made to the NAEA Board; shall serve as the liaison between the NAEA Board and the State/Province Associations; shall recommend Regional boundaries or additional Divisions for the Association; and review the Association Policy Manual on a regular basis with a biennial report to the NAEA Board.

Section 5: **DIVISIONS** The recognized Divisions, through their Development Committees, shall study problems relating to members of the group the Division represents; shall propose publications, institutes, and conferences which will assist members and shall identify problems and recommend programs to meet the problems. Each Division shall have a National Development Committee composed of the National Division Director, the Director-Elect and the Regional Division Directors who shall be appointed as indicated in the Policy Manual. The National Division Director shall serve as Chair of the Committee. The Director-Elect of each Division shall assume the duties of the Director in the Director's absence or when a vacancy occurs.

Section 6: **AFFILIATED AND ISSUES GROUPS** It shall be the purpose of recognized affiliates and issues groups to study problems relating to their area of concern; conduct a program of professional activities; and their duty to inform the NAEA Board on an annual basis of concerns, needs, and proposals relating to their particular interest.

Section 7: **STANDING COMMITTEES**

a. Professional Materials Committee—Responsibilities will be found in the Policy Manual. b. NAEA Board Finance Committee—The Finance Committee shall review the financial operation of the Association and prepare the budget for Board

approval. The committee shall consist of the President, President-Elect, Past President, Executive Director (ex officio without vote), and one Vice President and one Division Director selected by the NAEA Board. The NAEA Past President shall serve as Chair. The Finance Committee shall have the responsibility for insuring that the Executive Director position is filled, contract negotiation, and conducting a performance review of and supporting the Executive Director.

Section 8: SPECIAL COMMITTEES The NAEA President, Chair of the Delegates Assembly, Regional Vice Presidents and the Division Directors may appoint special committees to undertake special assignments.

ARTICLE IV - MEMBERSHIP AND DUES

Section 1: AMOUNT OF DUES The dues for all classes of membership in the Association shall be determined in accordance with Association published policy.

Section 2: CLASSES OF MEMBERSHIP Unless otherwise specified, all classes of membership are for a period of one year. The following classes of membership are established:

- a. **ACTIVE** For those individuals engaged in the teaching of art, or the direction of programs of art education, or in pursuits closely related to the field. Active membership provides all the privileges of membership including the right to vote and hold office.
- b. **FIRST YEAR PROFESSIONAL** For new graduates entering their first year of teaching art. Membership is good for one year only. First year professional membership provides all privileges of Active membership except the right to hold national Association office.
- c. **ASSOCIATE** For individuals not actively engaged in the teaching of art. Associate membership provides all the privileges of membership except the right to vote and hold office.
- d. **RETIRED ACTIVE** For individuals who have retired and have been a member of the Association for a minimum of five (5) years. Retired Active membership provides all the privileges of Active membership. Those individuals in the Retired Active category at the time of the ratification of this revision will be grandfathered. Upon ratification of these bylaws, this criteria becomes effective.
- e. **STUDENTS** For undergraduate students and full-time graduate students. Student membership provides the privileges of Active membership except the right to hold national office.
- f. **INSTITUTIONAL** For institutions directly or indirectly involved in art education. Institutional membership provides all the privileges of membership except the right to vote or hold office.
- g. **HONORARY** Honorary memberships may be conferred upon persons who have made some outstanding contribution to art education and whose names have been approved by the NAEA Board. This membership is conferred for the life of the member and carries full privileges of Active membership
- h. **LIFE** Life membership is a limited membership category established to be Active between 1972 and 1975, to recognize members who made significant financial contributions to the Association. This category carries full privileges of Active membership. (No longer open for enrollment.)

ARTICLE V - MANUAL OF POLICIES AND PROCEDURES The NAEA Board shall adopt and publish policies which govern the procedures of the Association. Material shall be reviewed biennially by the Delegates Assembly and the NAEA Board and changes made as deemed necessary.

ARTICLE VI - ADOPTION OF CONSTITUTION AND BYLAWS After presentation of the proposals for reorganizations to the membership and upon the majority approval of the votes cast from the current NAEA membership eligible to vote, this Constitution and Bylaws become operative immediately.

ARTICLE VII - FISCAL YEAR The fiscal year will extend from July 1 to June 30.

ARTICLE VIII - RULES OF ORDER Robert's Rules of Order (revised) shall be the authority on all questions of procedure not otherwise covered in the Constitution and Bylaws.

ARTICLE IX - AMENDMENTS The Bylaws may be amended by majority vote of the Delegates Assembly provided that a proposed amendment has been previously approved by the NAEA Board at a regular NAEA Board meeting and that copies have been sent to all members of the Delegates Assembly thirty days (30) in advance of the meeting.

ARTICLE X - PUBLICATIONS Published professional journals, periodicals, and other publications must satisfy the needs and unique roles of the association membership. The purposes and procedures for each of these publications are found in the Policy Manual.