

1 **Bylaws of the**
2 **North American Colleges and**
3 **Teachers of Agriculture**

4 *Revision Adopted: June 18, 2020*

5 *Last Amended: June 24, 2021*



6 **Article I**
7 **Name**

8
9 The name of this organization shall be the North American Colleges and Teachers of
10 Agriculture. The letters NACTA may be used as the official acronym of the organization.
11

12 **Article II**
13 **Purpose**

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15 The purposes of this organization shall be to provide for all post-secondary educators of
16 agricultural, environmental, natural, and life sciences a forum for discussion of
17 questions and issues relating to the professional advancement, recognition, and support
18 of agricultural instruction.
19

20 **Article III**
21 **Members**

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23 **Section 1. Active Membership**

24 Active membership shall consist of regularly employed teachers of agricultural,
25 environmental, natural, and life science subjects in institutions of higher education, or
26 individuals employed by institutions or businesses that have an interest in and concern
27 for higher education, support NACTA ideas, and who have paid their annual
28 membership dues. Active membership includes voting rights in organization business.
29

30 **Section 2. Student Membership**

31 Student Membership shall consist of graduate students enrolled in a post-secondary
32 institution and studying agricultural, environmental, natural, and life science subjects.
33 Student members may participate in all aspects of the organization including business
34 meetings and committees. Student members are not allowed to vote on business in
35 committees or business meetings or hold office.
36

37 **Section 3. Institutional Membership**

38 Institutional membership shall consist of institutions of higher education offering courses
39 in agricultural, environmental, natural, and life sciences that have paid the annual
40 membership dues. Institutions of higher education holding institutional membership shall
41 receive one copy of each issue of the NACTA Journal. All regularly employed teachers
42 of agricultural, environmental, natural, and life science subjects at the institution shall be
43 eligible for the reduced membership dues for active membership in NACTA. Institutional
44 membership of itself does carry voting rights.

45 **Section 4. Lifetime Membership**

46 Lifetime membership shall consist of all active members who have paid a lifetime
47 membership fee or who have been awarded such status by the Executive Committee.
48 Lifetime membership shall have all the rights and voting privileges of active members.

49
50 **Section 5. Emeritus Membership**

51 Emeritus membership shall consist of retired college or university teachers of
52 agricultural, environmental, natural, and life sciences. They shall have all the rights and
53 voting privileges of active members. Individuals become eligible for Emeritus
54 Membership after a minimum of ten years as active members.

55
56 **Section 6. Affiliates**

57 Any state or area having a group of teachers of agriculture at the post-secondary level
58 with 20 or more NACTA members may form an affiliate with NACTA. The purposes and
59 the constitution of the affiliate must be in harmony with those of NACTA. Approval for
60 affiliation is given by the Executive Committee. A copy of the bylaws of the affiliate must
61 accompany the request for affiliation.

62

63

Article IV

64

Officers and Organizational Leadership

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66 **Section 1. Officers of the Organization**

67 **A. Elected Officers**

68 **i. President**

69 An election for the office of President-Elect will be conducted by electronic
70 vote prior to the annual meeting. In the event of a vacancy in the office of
71 President, the President-Elect will assume the office of President. The
72 President-Elect serves a one-year term then assumes the office of
73 President. The President is limited to one term of one-year or until their
74 successor is elected. Upon completing a one-year term of office, the
75 President will assume the office of Immediate Past President for a one-
76 year term.

77

78 **ii. Secretary/Treasurer**

79 An election for the office of Secretary/Treasurer will be conducted by
80 electronic vote prior to the annual meeting in odd years. The
81 Secretary/Treasurer shall serve a two-year term or until their successor is
82 elected. The Secretary/Treasurer is limited to a maximum of two
83 consecutive terms in the position.

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89 **iii. Regional Directors**

90 There shall be five Regional Directors, one each for the Western,
91 Southern, Central, Eastern, and Canadian regions. An election for the
92 Regional Directors will be conducted by electronic vote prior to the annual
93 meeting. Elections for the Central and Canadian Regional Directors will
94 take place in even years. Elections for the Western, Southern, and
95 Eastern Regional Directors will take place in odd years. Regional
96 Directors serve a two-year term or until their successor is elected.
97 Regional Directors are limited to two consecutive terms in the position.
98

99 **iv. Judging Conference Director**

100 An election for the Judging Conference Director will be conducted by
101 electronic vote prior to the annual meeting in even years. The Judging
102 Conference Director serves a two-year term and is limited to two
103 consecutive terms in the position.
104

105 **B. Appointed Officers**

106 The appointed officers of the organization shall be the Foundation Director,
107 Historian, Journal Editor, and Parliamentarian. These officers shall be appointed
108 by the Executive Committee. The terms of office shall be for one year or until
109 their successors are appointed.
110

111 **Section 2. Qualifications for Office**

112 Active members are eligible to run for office. No member shall hold more than one
113 elected office concurrently.
114

115 **Section 3. Nominations and Elections**

116 Election of the President-Elect, Secretary/Treasurer and Directors shall be carried out
117 via electronic voting. The Nomination Committee shall prepare ballots and distribute
118 information about the candidates to the membership at least 90 days prior to the annual
119 meeting. The Nominating Committee shall be composed of the two most recent past
120 presidents of NACTA and three other members appointed by the President. The
121 Immediate Past President shall chair the committee. NACTA members shall then have
122 30 days to submit their votes electronically. Election to office shall be by majority vote of
123 members voting. If no candidate receives a majority of the ballots cast, a run-off election
124 of the two candidates receiving the most votes will be conducted. NACTA members
125 shall then have 15 days to submit their votes electronically in the run-off election. Newly
126 elected individuals shall assume their offices at the close of the annual meeting.
127

128 **Section 4. Vacancy**

129 In the event of a vacancy in the office of President, the President-Elect will assume the
130 office of President. If a vacancy occurs in any other office, the Executive Committee
131 shall appoint a qualified member to fill the vacancy until the next annual meeting.
132

133 **Section 5. Removal from Office**

134 With the approval of the Executive Committee, the President may recommend that any
135 Executive Committee member be removed from office by the following procedure: 1)
136 reasons for the proposed action must be provided in writing to the member, 2) the
137 member shall have 15 days in which to represent themselves at a meeting of the
138 Executive Committee, 3) a two-thirds vote of the Executive Committee members
139 present and voting is required to remove an officer. In cases where the officer in
140 question is the President, any member of the Executive Committee may initiate the
141 procedure for removal.

142

143 **Article V**
144 **Meetings**

145

146 **Section 1. Annual Meeting**

147 The North American Colleges and Teachers of Agriculture (NACTA) shall meet
148 annually. The Executive Committee shall recommend the time and place of each annual
149 conference. Final determination shall be made by members during the business
150 meeting at the annual NACTA conference.

151

152 **Section 2. Special Meetings**

153 Special meetings may be called at the discretion of the Executive Committee. The
154 purpose of the special meeting shall be stated in the call, which shall be sent to all
155 members at least 15 days before the meeting.

156

157 **Section 3. Quorum**

158 Fifty (50) active members of the organization shall constitute a quorum for the annual
159 meeting.

160

161 **Section 4. Electronic Meetings**

162 A. The Executive Committee, standing committees, and special committees are
163 authorized to meet by telephone or web conference, or through other electronic
164 communications media so long as all the members may simultaneously hear
165 each other and participate during the meeting.

166

167 B. The annual meeting may be conducted in a virtual setting if deemed necessary
168 by the Executive Committee.

169

170 **Section 5. Action without Meeting**

171 The Executive Committee, any standing committee, or any special committee may act
172 without a meeting if the action is taken by all members of the committee. The action
173 must be evidenced by one or more written consents describing the action taken and
174 signed by each committee member.

175

176

177 **Section 6. Attendance by telephone**

178 Members of a committee may participate in any meeting using telephone conference
179 communication equipment by means of which all persons participating in the meeting
180 can simultaneously hear each other. Such participation shall be at the discretion of the
181 President or the committee chair and shall constitute presence at the meeting.

182

183

184 **Article VI**
185 **Executive Committee**

186

187 **Section 1. Executive Committee's Duties and Powers**

188 The Executive Committee shall have general supervision of the affairs of the
189 organization between its business meetings.

190

191 **Section 2. Executive Committee Membership**

192 The Executive Committee shall consist of the President, President-Elect,
193 Secretary/Treasurer, five Regional Directors, Judging Conference Director, Foundation
194 Director, Immediate Past President, Journal Editor, and Historian, standing committee
195 chairs, liaisons, parliamentarian, and past presidents of NACTA.

196

197 **Section 3. Executive Committee Members with Voting Privileges.**

198 Executive Committee members with voting privileges include: President, President-
199 Elect, Secretary/Treasurer, five Regional Directors, Judging Conference Director,
200 Foundation Director, Immediate Past President, Journal Editor and Historian.

201

202 **Section 4. Quorum of Executive Committee**

203 The presence of a majority of the Executive Committee with voting privileges shall
204 constitute a quorum at its meetings.

205

206 **Section 5. Executive Committee Meetings**

207 Meetings of the Executive Committee shall be held at least twice each year as called by
208 the President.

209

210 **Section 6. Electronic Meetings of the Executive Committee**

211 The Executive Committee shall be authorized to meet by telephone conference or
212 through other electronic communications media so long as all the members can
213 simultaneously hear each other and participate during the meeting.

214

215 **Article VII**
216 **Committees**

217
218 **Section 1. Educational Issues and Teaching Improvement Committee**

219 Membership on the Educational Issues and Teaching Improvement Committee shall be
220 open on a volunteer basis to all NACTA members in good standing. Members shall
221 serve designated terms of three years and there is no limit on the number of terms.
222 Chairs shall serve no more than two consecutive two-year terms, the first term as chair-
223 elect and the second term as the chair.

224
225 **Section 2. Educator Recognition Committee**

226 Membership on the Educator Recognition Committee shall be open on a volunteer basis
227 to all NACTA members in good standing. Members shall serve designated terms of
228 three years and there is no limit on the number of terms. Chairs shall serve no more
229 than two consecutive two-year terms, the first term as chair-elect and the second term
230 as the chair.

231
232 **Section 3. Experiential Learning Committee**

233 Membership on the Experiential Learning Committee shall be open on a volunteer basis
234 to all NACTA members in good standing. Members shall serve designated terms of
235 three years and there is no limit on the number of terms. Chairs shall serve no more
236 than two consecutive two-year terms, the first term as chair-elect and the second term
237 as the chair. The Judging Conference Director shall serve as an ex-officio member of
238 the committee with voting privileges.

239
240 **Section 4. Foundation Advisory Committee**

241 The Foundation Advisory Committee shall include: (a) Foundation Director serving as
242 Chair; (b) NACTA President; (c) the last two Immediate Past Presidents; (c) two NACTA
243 members appointed by the President and approved by the Executive Committee. The
244 terms of the appointed NACTA members shall be staggered 2-year terms such that a
245 member is appointed or reappointed annually.

246
247 **Section 5. Global Engagement Committee**

248 Membership on the Global Engagement Committee shall be open on a volunteer basis
249 to all NACTA members in good standing. Members shall serve designated terms of
250 three years and there is no limit on the number of terms. Chairs shall serve no more
251 than two consecutive two-year terms, the first term as chair-elect and the second term
252 as the chair.

255 **Section 6. Journal Committee**

256 Membership on the Journal Committee shall be open on a volunteer basis to all NACTA
257 members in good standing. Members shall serve designated terms of three years and
258 there is no limit on the number of terms. The Journal Editor shall serve as chair of the
259 Journal Committee. Members of the Journal Committee may serve as the Editorial
260 Board for the NACTA Journal. Editorial board members will be nominated by the
261 Journal Editor and appointed by the Executive Committee of NACTA.

262

263 **Section 7. Membership and Public Relations Committee**

264 Membership on the Membership and Public Relations Committee shall be open on a
265 volunteer basis to all NACTA members in good standing. Members shall serve
266 designated terms of three years and there is no limit on the number of terms. The chair
267 will be elected by the members of the committee. Chairs shall serve no more than two
268 consecutive two-year terms, the first term as chair-elect and the second term as the
269 chair.

270

271 **Section 8. Annual Conference Committee**

272 An annual conference committee will be responsible for ensuring that NACTA conducts
273 an annual meeting. The committee will be chaired by the Immediate Past President and
274 comprised of the following 8 individuals or their designees: Educational Issues and
275 Teaching Improvement Committee Chair; Regional Director of Region Hosting Annual
276 Conference; Educator Recognition Committee Chair; Associate Editor-Abstract Review;
277 Public Relations/Membership Committee Chair; Secretary/Treasurer; Management Firm
278 Representative; and Local Host Institution Representative.

279

280 **Section 9. Special Committees**

281 The President shall have the authority to appoint any special committees to conduct the
282 business of the organization as the need arises, or as directed by the Executive
283 Committee or membership.

284

285 **Article VIII.**
286 **Indemnification**

287

288 The Organization shall defend and indemnify any qualified person against any
289 threatened, pending, or completed legal action resulting from actions taken in good faith
290 on behalf of the organization. Qualified persons shall be present and former officers,
291 employees, and officially elected or appointed members of boards, councils,
292 committees, and other components of the Organization.

293

294 Indemnification will not be provided to any person who shall be adjudged in a legal
295 action to be liable for negligence or willful misconduct in the performance of duty, or
296 when such person did not reasonably believe that the action was within the law and in
297 the best interests of the Organization.

298

299 Indemnification shall cover cost of defense and any judgments, fines, and amounts paid
300 in settlement actually and reasonably incurred by a qualified person, up to a limit of one-
301 million dollars in any single case except in circumstances expressly prohibiting such
302 limitation under the law. Such indemnification shall be in accordance with the
303 established policy of the Organization.

304
305 **Article IX.**
306 **Restrictions on Activities**

307
308 **Section 1. Compensation**

309 No part of the earnings of the Organization shall inure to its members, officers, or other
310 private persons, except that the Organization shall be authorized and empowered to
311 pay reasonable compensation for services rendered in direct support of its purpose.
312

313 **Section 2. Political Activity**

314 No part of the activities of the Organization shall be directed towards influencing
315 legislation or intervening in political campaigns.
316

317 **Article X.**
318 **Dissolution of the Organization**

319
320 In the event of the dissolution of the Organization, the Executive Committee shall give
321 all its assets to one or more nonprofit, tax-exempt organizations. If the Executive
322 Committee cannot decide, the decision shall be made by the applicable Court in the
323 State of West Virginia.
324

325 **Article XI.**
326 **Parliamentary Authority**

327
328 The rules contained in the current edition of *Robert's Rules of Order Newly Revised*
329 shall govern the society in all cases in which they are applicable and in which they are
330 not inconsistent with these bylaws and any special rules of order the society may adopt.
331
332

333 **Article XII.**
334 **Amendment of Bylaws**
335

336 **Section 1.**

337 Any proposed amendment not originating with the Executive Committee (a) must have
338 the endorsement of at least five NACTA members; (b) must be presented in writing to
339 the Secretary/Treasurer at least 30 days prior to the annual conference; and (c) shall be
340 presented to the members with the recommendations of the Executive Committee.

341 Proposed amendments to the bylaws shall be posted on the NACTA website at least 15
342 days prior to the annual conference and shall be presented to the members by the
343 Executive Committee during the business meeting at the annual conference. Adoption
344 of proposed amendments shall require the affirmative vote of two-thirds of the members
345 voting at the annual conference.

346
347 **Note:**

348 These amended and revised bylaws have been adopted as the bylaws of the North
349 American Colleges and Teachers of Agriculture on this 18th day of June, 2020
350 and shall be effective as of said date. These bylaws supersede and replace the NACTA
351 Constitution and Bylaws approved January 2017. The bylaws were amended on June
352 24, 2021.