

**CONSTITUTION AND BYLAWS
OF THE
ALABAMA TECHNOLOGY STUDENT ASSOCIATION**

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CONSTITUTION OF THE ALABAMA TECHNOLOGY STUDENT ASSOCIATION

ARTICLE I – NAME

Section 1. The official name of this organization shall be the “Alabama Association of the Technology Student Association” and may be referred to as “Alabama TSA.”

ARTICLE II – PURPOSE

Section 1. The general purposes of this Association are:

1. To assist local chapters in the growth and development of TSA;
2. To assist the students in the development of leadership and citizenship through social, economical, scholastic, and civic activities;
3. To increase students; knowledge and understanding of our industrial technological society;
4. To assist students in the making of informed and meaningful educational and occupational choices.

Section 2. The specific purposes of this Association are:

1. To develop, through group action, the ability of members to plan together, organize, and carry out worthy activities and projects responsibly;
2. To explore Technology and the American industrial civilization;
3. To promote high standards of craftsmanship, scholarship, ethics, and safety;
4. To encourage the development of worthy leisure time and recreational activities and hobbies;
5. To encourage students in creative expression;
6. To develop consumer knowledge in students;
7. To install desirable habits and attitudes toward the American way of life and to foster a deep respect for the dignity of work in students;
8. To provide occupational information and instruction pertaining to a broad range of occupations, including training requisites, working conditions, salaries or wages, and other relevant information;
9. To provide exploratory experiences in classrooms, laboratories and observations in business or industry to acquaint students with jobs in the occupations;

10. To assist in providing guidance and counseling for students enrolled in technology education programs in making informed and meaningful choices in selected occupational fields;
11. To prepare individuals for enrollment in advanced or highly skilled vocational and technical education programs;
12. To expose students to the responsibility of representation a large membership.

ARTICLE III – ORGANIZATION

- Section 1.** Alabama TSA is a chartered Association, operating in accordance with a charter granted by TSA, Inc.
- Section 2.** Alabama TSA is an Association of affiliated local chapters within the State of Alabama.
- Section 3.** The Association shall be composed of all three separate divisions: Secondary, Alumni, and Collegiate.
- Section 4.** The management of the association shall be vested in the Executive Council, with advisement from the State TSA Advisory Council.
- Section 5.** The State TSA Advisor and Executive Secretary shall uphold the provisions of the Constitution and Bylaws, and State Department of Education requirements, in implementing the policies of the Executive Council.

ARTICLE IV – MEMBERSHIP

- Section 1.** Membership in Alabama TSA shall be limited to members in good standing in local chartered TSA chapters in Alabama.
- Section 2.** Alabama TSA recognizes five categories of membership: “Active”, “Alumni”, “Associate”, “Professional”, and “Honorary/Honorary Life”.

ARTICLE V – VOTING

- Section 1.** Affiliated Chapters shall exercise their voting privileges through voting delegates at the annual business meeting of the division.
- Section 2.** Voting delegates must be members in good standing in Alabama TSA.
- Section 3.** Official voting delegates, the number of which shall not exceed the quota designated by National TSA, shall represent the Alabama Association of TSA at the National TSA Conference.
- Section 4.** A quorum shall be necessary to convene a division for a regular or annual business meeting. A quorum shall consist of a majority of the voting delegates in attendance.

ARTICLE VI – MEETINGS

- Section 1.** There shall be at least one Association planning meeting and leadership training workshop each year.
- Section 2.** A state conference will be held each year. The conference will include an annual business meeting for the divisions and state competitive events.
- Section 3.** The chairpersons of the Executive Committees of the divisions shall be empowered to call special meetings, as deemed necessary for their respective divisions.
- Section 4.** Parliamentary procedures for all meetings shall be governed by Robert's Rules of Order, Newly Revised.

ARTICLE VII – OFFICERS

- Section 1.** The officers for the state and the divisions shall be: President, Vice President, Secretary, Treasurer, Reporter, Sergeant-at-Arms and Middle School Vice President.
- Section 2.** The officers from the Secondary, Alumni, and Collegiate Divisions shall be the State Officers for the Association in their respective divisions.
- Section 3.** All officers shall be elected by a majority vote of the voting delegates in attendance in their respective divisions.
- Section 4.** The officers of a division shall constitute the Executive Committee for the division. The State Advisor serves as an ex-officio member of the committee.

ARTICLE VIII – EXECUTIVE COUNCIL

- Section 1.** The Executive Council of the Association shall consist of the State Officers, the President of the other divisions, current National Officers who have been elected from Alabama, the Advisory Council, and the immediate past State President, two (2) to four (4) representatives from business/industry, and the State Advisor. The National Officers, past state president, and business/industry representatives are ex-officio.
- Section 2.** The Executive Council shall be the governing body of the Association except as provided in the Constitution and Bylaws.
- Section 3.** The State President shall chair the Executive Council
- Section 4.** The representatives of business/industry shall be from business/industry relating to the purposes and goals of Alabama TSA.
- Section 5.** The term of the representatives of business/industry shall be two (2) years.
- Section 6.** The representatives of business/industry shall advise and support the carrying out of TSA activities.
- Section 7.** The representatives of business/industry shall be elected by majority vote of the Executive Council.

ARTICLE IX – STATE TSA ADVISORY COUNCIL

- Section 1.** The State TSA Advisory Council shall consist of eleven voting members.
- Section 2.** The Advisory Council shall be composed of the State Advisor, the teacher/advisor(s) of the State Officers, and four to nine local teacher/advisor(s), herein described as chapter advisors, from at large to equal eleven.
- Section 3.** The State Specialist for Career Technologies may serve as an ex-officio member of the council.
- Section 4.** The Advisory Council shall cooperate with and serve in an advisory capacity to the Executive Council, the Executive Committees of the other TSA divisions, the State Advisor, and all special standing committees.

ARTICLE X – STATE TSA ADVISOR

- Section 1.** The TSA State Specialist for Career Technologies or their designee shall be the Corporate Member of TSA, Inc.
- Section 2.** The State Specialist for Career Technologies or their designee shall be the TSA State Advisor and Executive Secretary of the Association.

ARTICLE XI – CHAPTER ADVISORS

- Section 1.** Chapter Advisors shall be the teachers of the Career Technologies in the schools with affiliated TSA Chapters.
- Section 2.** Chapter Advisors shall assume full responsibility for the safety and conduct of their chapter members at all state and national meetings and functions.

ARTICLE XII – FINANCES

- Section 1.** The Executive Secretary of the Association shall maintain all financial records and handle all financial transactions for the Association.
- Section 2.** The Executive Secretary shall file all reports required by the State department of Education regarding finances and make full financial report to the membership, through the State Treasurer, at the annual business meeting.
- Section 3.** All financial transactions of the three divisions will be maintained as separate items within the Association's budget.
- Section 4.** Request for expenditures of funds within the budget categories for the divisions must be made by the divisions Treasurer upon expressed direction of the division's Executive Committee.
- Section 5.** Annual dues for the State Association shall be left to the discretion of the Executive Council, to be decided upon at the first scheduled Executive Council meeting, after the State Leadership Conference in the spring. The amount of the state dues will be posted at the beginning of the school year.

Section 6. Annual dues must be paid at the time of affiliation. Additional dues may be paid up until the membership cutoff date.

Section 7. Each local chapter shall determine the amount of dues to be collected for use by the local chapter.

Section 8. The fiscal year and membership shall be from July 1 to June 30.

ARTICLE XIII – EMBLEM AND COLORS

Section 1. The TSA Emblem is a rectangular shape with three parts. The middle section and largest part of the emblem contains the letters TSA in a very large bold print. The letters are white on a blue background. Below these letters and about 1/3 the size, is the name of the association – Technology Student Association – in white letters on a red background. The top portion of the emblem is a blank red rectangular shape, the same size as the bottom area. This portion is intentionally left blank so that each state can put their state name on the emblem if desired.

The logo is a modern, futuristic symbol that represents the association’s commitment to technology and its impact on the future.

Section 2. **The colors of TSA shall be scarlet (red), white, and blue (navy).**

A. Scarlet (red) – represents the strength and determination of the Technology Education students and teachers to obtain their goals.

B. White – represents the high standards, morals, and religious beliefs we hold.

C. Blue (navy) – represents the sincerity of the Technology Education students and teachers in obtaining a greater knowledge of our technical world.

ARTICLE XIV – MOTTO AND CREED

Section 1. The motto of the Technology Student Association will be: “Learning to Lead in a Technical World.”

Section 2. **The creed of the Technology Student Association will be:**

The TSA Creed

I believe that Technology Education holds an important place in my life in the technical world. I believe there is a need for the development of good attitudes concerning work, tools, materials, experimentation, and process, of industry.

Guided by my teachers, artisans from industry, and my own initiative, I will strive to do my best in making my school, community, state, and nation better places in which to live.

I will accept the responsibilities that are mine. I will accept the theories that are supported by proper evidence. I will explore on my own for safer, more effective methods of working and living.

I will strive to develop a cooperative attitude and will exercise tact and respect for other individuals.

Through the work of my hands and mind, I will express my ideas to the best of my ability.

I will make it my goal to do better each day the task before me, and to be steadfast in my belief in my God, and my fellow Americans.

ARTICLE XV – AMENDMENTS

Section 1. The States Association’s Constitution and Bylaws may be amended in the following manner:

- A. The proposed amendment(s) shall be submitted, in writing, to the Constitution and Bylaws Committee chairperson.
- B. The Constitution and Bylaws Committee reviews all proposed amendments and submits them to the Executive Council.
- C. If passed by a majority vote of the Executive Council, the proposed amendment(s) shall be submitted, in writing, to each local chapter in each division at least 30 days prior to the division business meeting during the state convention.
- D. If passed by a two-thirds majority of the voting delegates attending each division’s annual meeting. The amendment(s) shall become effective at the beginning of the next membership year, July 1.

Section 2. The Bylaws of the divisions may be amended following the same procedure as the state’s except that only the affected division will be notified and will vote on the amendment(s).

**BYLAWS
OF THE
ALABAMA ASSOCIATION OF THE
TECHNOLOGY STUDENT ASSOCIATION**

ARTICLE I – BINDING PROVISION

Section 1. All provisions of these Bylaws shall be considered a part of the Alabama State TSA Constitution.

ARTICLE II – MEMBERSHIP

Section 1. “Active Members” are students who are currently enrolled in or have completed a Technology Education program prior to 2006 - 2007 school year or who are currently enrolled in or have completed a Career Technologies program in a junior high/middle or high school in Alabama.

Section 2. “Alumni Members” are former students who were active TSA members in a local chapter but have graduated, left school, or moved to the next level of education.

Section 3. “Professional Members” are persons engaged as teachers of Technology Education prior to the 2006-2007 school year or must be currently engaged as a teacher of a Career Technologies program and/or teacher education programs for Career Technologies “curriculum.”

Section 4. “Associate Members” are people who have an interest in TSA and the welfare of Career Technologies.

Section 5. “Honorary/Honorary Life Members” are individuals who have made or are making significant contributions to Alabama TSA.

Section 6. A minimum of ten (10) members is required for affiliation with State and National TSA.

Section 7. Members of the Collegiate Division shall be classified as “Professional Members.”

Section 8. Membership in the Alumni Division shall be restricted to “Alumni Members” and “Associate Members.”

ARTICLE III – DIVISIONS

Section 1. Each of the three divisions – Secondary, Alumni, and Collegiate – shall operate under the provisions of the State Constitution and Bylaws and under the Bylaws for the Division.

Section 2. Each division shall have provisions for annually electing a slate of six officers that will make up the Executive Committee. The election shall be by a majority of voting delegates in attendance at the annual business meeting of their respective divisions.

Section 3. To form a new division, the affiliated chapters that would make up the division must submit proposed Bylaws for the division to the Constitution and Bylaws Committee chairperson. If the proposed Bylaws are approved by a majority of this committee they shall be forwarded to the Executive Committee. When approved by the council, the Bylaws will become effective immediately.

Section 4. The Collegiate Division shall be limited to members who are either students or faculty currently enrolled in or employed in a teacher education program dealing with the Career Technologies curriculum in Alabama. Members must be in good standing in affiliated chapter at a recognized teacher education institution.

ARTICLE IV – VOTING DELEGATES

Section 1. For the Secondary Division, delegates shall be apportioned in the following manner:

- A. For chapters paying dues by “Red CAP”, two (2) voting delegates will be allowed for the minimum of ten (10) members.
- B. For chapters paying dues by “White CAP”, two (2) voting delegates will be allowed for the minimum of ten (10) members. Two (2) voting delegates will be allowed for each additional ten (10) members over the minimum of ten (10), no more than six (6) voting delegates will be allowed for the entire chapter.
- C. For chapters paying dues by “Blue CAP”, six (6) voting delegates will be allowed for the entire chapter.

Section 2. No Secondary Division chapter will have less than two (2) voting delegates.

Section 3. A voting delegate must be present in order to cast a vote.

Section 4. Each State Officer shall have one additional vote they may cast by the local chapter to which he/she belongs.

Section 5. In the Secondary Division only “Active Members” may be voting delegates; in the Alumni Division only “Alumni Members” may be voting delegates; in the Collegiate Division only student “Professional Members” may be voting delegates.

ARTICLE V – DUTIES OF OFFICERS

Section 1. State, division, and chapter officers shall participate in the affairs of the Association, including attendance at the fall planning meeting and leadership training workshops and the state conference.

Section 2. **State officers’ responsibilities are as follows:**

- A. State President - To preside over all Association meetings; to server as chairperson of the Constitution and Bylaws Committee; to serve as ex-officio member of all state committees; to serve in all other capacities specified in the State Constitution and Bylaws.

- B. State Vice President – To assume the duties of the President in absence of the President; to serve as chairperson of the Nominations and Elections Committee; to server in any other capacity directed by the President.
- C. State Secretary – To keep accurate records of each state meeting of the Association and each Executive Council meeting; to serve as chairperson for the Resolutions Committee; to prepare the annual calendar of meetings of the various councils and committees; and to serve in any other capacity as directed by the President.
- D. State Treasurer – To keep accurate record of membership and Association finances as reported by the Executive Secretary; to serve as chairperson of the Auditing Committee; to make a “Treasurer’s Report” to the membership at business meetings; and to serve in any other capacity as directed by the President.
- E. State Reporter -To keep records, pictures, and other materials of historic importance to the Association; to serve as chairperson of the State Newsletter Committee; to compile a scrapbook to be presented at state meetings, conventions and on other appropriate occasions; and to serve in any other capacity as directed by the President.
- F. State Sergeant-at-Arms – To check the credentials of voting delegates, to seat same, and to maintain order during meetings; to serve as chairperson of the Social Functions Committee; to assist the President in setting up physical arrangements for and aiding during state meetings; and to serve in any other capacity as directed by the President.
- G. State Middle School Vice President – To keep accurate records of materials that are of importance to Middle School members of the Alabama TSA; To serve as co-chair of the Nominations and Election Committee with particular attention paid to middle school candidates; and to serve in any other capacity as directed by the President.

Section 3. State officers shall represent the Association at the National TSA Conference.

ARTICLE VI – ELECTION OF OFFICERS

Section 1. Officers for each division shall be elected by roll call of chapters at the state conference.

Section 2. Eligible members for division officers are those who have held an elected office in their local chapter and are in good standing in an affiliated chapter. Further, in the Secondary Division only “Active members” are eligible, in the Alumni Division only “Alumni Members’ are eligible and in the Collegiate Division only “Professional members are eligible” to be elected to state or division offices.

Section 3. Officers elected at one annual business meeting shall hold office until the close of the next annual business meeting.

Section 4. Officers may not succeed him/herself in office.

- Section 5.** State officers elected to national office may not hold a state office during their national term of office.
- Section 6.** The Executive Committee for each division may fill by appointment any vacancy occurring in the officers for an un-expired term, except the office of President, which shall be filled by the Vice-President.
- Section 7.** Middle School Vice President candidates may only be seventh grade students rising to eighth grade.
- Section 8.** Officer Replacement Policy
1. If an office becomes vacant, the officer candidate who was runner up will be asked if he/she would like to fulfill the office.
 2. If the runner up declines, then the chapter which the officer left will be given the first opportunity to fill the vacancy with a qualified candidate (a past or current local officer).
 3. If the office ran unopposed, then the chapter who lost the office has the first opportunity to fill the vacant office with a qualified candidate (a past or current local officer).
 4. If no candidate is found (runner- up or from chapter losing officer candidate) then the TSA State Director will notify the chapters who attended the TSA State Conference of the vacancy. They will have to submit the candidate paperwork by a specific date that is set by the TSA State Director.

ARTICLE VII – IMPEACHMENT OF OFFICERS

- Section 1.** Any officer failing to perform his/her duties may either resign or be impeached and possibly removed from office.
- Section 2.** A 3/5-majority vote is required by the Executive Committee, other than the officer involved, to recommend removal from office.
- Section 3.** Any officer impeached must be given ample opportunity to testify on their own behalf prior to the vote to remove the from office.
- Section 4.** The State Advisor shall approve or reject the action taken by the Executive Committee in each instance of impeachment.
- Section 5.** Any State Office or Advisory Council member will be asked to resign if they miss two meetings during the year. Under extenuating circumstances the request to resign may be appealed. If a third meeting or activity is missed their resignation will be automatic.

ARTICLE VIII – MEETINGS

- Section 1.** The annual planning meeting and leadership-training workshop will be held in the fall; the state conference and annual business meeting will be held in the spring.
- Section 2.** Only chapter officers and advisors in affiliated chapters will be eligible to attend the fall planning meeting and leadership training workshop(s). Exceptions may be made only by the Executive Council.
- Section 3.** Additional Association meetings may be called by the Executive Council, subject to the approval of the State Advisor.
- Section 4.** Parliamentary procedure for all meetings shall be governed by Robert's Rules of Order, Newly Revised.
- Section 5.** The time and place of meetings of local chapters shall be determined by each local chapter. It is suggested that there be a minimum of one meeting a month.

ARTICLE IX – DUTIES OF COMMITTEES

- Section 1.** The Constitution and Bylaws Committee, chaired by the State President, shall review all proposed amendments to the State Constitution and/or Bylaws. The committee chairperson shall submit in writing the findings and the proposed amendments to the State Advisory sixty (60) days prior to the state conference.
- Section 2.** The Nominations and Elections Committee, chaired by the State Vice President, shall check the qualifications and certify those members who are eligible to be nominated and have announced their candidacy for state office. The committee will prepare the ballot with a slate of candidates and assist the President in the voting and counting process.
- Section 3.** The Resolutions Committee, chaired by the State Secretary, shall receive and/or draft and present to the delegate body at the annual business meeting such resolutions as may be in order at the time of the state conference.
- Section 4.** The Auditing Committee, chaired by the State Treasurer, shall examine the financial records of the Association and make a report of the findings to the delegate body at the state conference.
- Section 5.** The Social Functions Committee, chaired by the State Sergeant-at-Arms, shall oversee any social functions of the Association, including those in route to, from, and during the National TSA Conference. Plans and activities shall have the prior approval of the Executive Council.
- Section 6.** The State TSA Newsletter Committee, chaired by the State Reporter, will assist the State Advisor in the preparation of the Newsletter. The committee's activities shall include solicitation of articles from local chapters, councils, and committees, in addition to the actual preparation of Newsletter for reproduction, under the guidance of the State Advisors.
- Section 7.** The State Conference Committee, Chaired by the State Advisor, shall plan the state conference and identify subcommittees and positions of responsibility needed to conduct the conference. The committee will oversee the work of the subcommittees.

ARTICLE X – STATE ADVISORY COUNCIL

- Section 1.** The election of at large members of the Advisory Council shall be conducted by the current chairperson of the council at the state conference. Only advisors from the affiliated chapters in good standing in the secondary Division shall be eligible for election.
- Section 2.** The election of chairpersons by the majority of the council shall be conducted at the state conference.
- Section 3.** The term of chairperson of the council shall be from July 1 to June 30.
- Section 4.** The term of office of the members at large of the Advisory Council shall be two years, with not more than one-half new at any one time.

ARTICLE XI – FINANCES

- Section 1.** All funds of the Association shall be entrusted to the care and safe keeping of the State Executive Secretary.
- Section 2.** All funds will be allocated by check according to the specific budget categories approved by the Executive Council.
- Section 3.** All funds shall be deposited in a checking and/or savings account maintained and controlled by the Executive Secretary. Books and reports will be kept to show the receipt and expenditures of all funds by the Association.
- Section 4.** No debts shall be incurred, nor shall any member of the Association enter into any financial agreement on behalf of the association, without the prior written approval of the Executive Council and Executive Secretary.

ARTICLE XII – EXECUTIVE COUNCIL

- Section 1.** The Executive Council, assisted by the Advisory Council, may establish rules and procedures as may be necessary to conduct business of the Association.
- Section 2.** The Executive Council may, at its discretion, delegate authority to the State Advisor to act on its behalf.
- Section 3.** The Executive Council shall appoint committee members, considering recommendations by the chairperson, and name additional committees, as it deems necessary to carry out the activities of the Association.

ARTICLE XIII – DUTIES OF EXECUTIVE COMMITTEES

- Section 1.** The Executive Committees of the divisions shall be the governing body of the division except as provided by the State Constitution and Bylaws and division Bylaws.

Section 2. The Executive Committees, assisted by the Advisory Council, may establish rules and procedures as may be necessary to conduct the business of the division.

Section 3. The Executive Committee may recommend nominees for “Honorary/Honorary Life Membership” to the Executive Council for approval. These memberships shall be awarded at the state conference, following notification of the recipient by the State Advisor. Divisions shall determine the criteria for selection and defray the cost of the award.