

OREGON COMPUTER SCIENCE TEACHERS ASSOCIATION BYLAWS

Proposed – June 1, 2014

Article I: Name and Affiliation

The organization will be known as the Oregon Computer Science Teachers Association (hereafter referred to as OCSTA)

OCSTA is associated with the Computer Science Teachers Association (hereafter referred to as CSTA) as local Oregon chapter. Nationally, under their structure, we will be known as CSTA-OR

The Chapter is a legal and separate entity from the CSTA and the CSTA's incorporation status, tax status, and insurance coverage do not extend to the Chapter nor do funds raised by the chapter extend to the national organization.

Article II: Purpose

The OCSTA is a membership organization whose goals include, but are not limited to the following:

- To support and promote the teaching of computer science and other computing disciplines.
- To provide opportunities for teacher training in computer science and other computing disciplines
- To promote communication between colleges, high schools, middle and elementary schools, non-teaching educational administrations, and local industry.
- To provide opportunities for K-12 teachers and students to better understand the computing disciplines.
- To provide opportunities for Colleges and Industry to better understand the K-12 educational environment and challenges.
- To provide opportunities for joint educational projects between schools, colleges, and industry in support of computer science related instruction or teacher training.

The policies of OCSTA shall not reflect any political partisanship, nor any preference, discrimination, or limitation based upon sex, race, or religious affiliation.

As a chapter of CSTA, the mission of the Chapter is to further the mission of the CSTA: "The Computer Science Teachers Association is a membership organization that supports and promotes the teaching of computer science and other computing disciplines. CSTA provides opportunities for K-12 teachers and students to better understand the computing disciplines and to more successfully prepare themselves to teach and learn. "

Article III: Membership

Section 1: All members of the Organization shall be members in good standing by attending the annual spring conference and business meeting, or one of the chapter events.

Section 2: The Organization shall have a minimum of five (5) members, not all from the same institution.

Section 3: The members of the governing board (see Governance) shall be members of CSTA in good standing.

Article IV: Governance

Section 1: Elected Leadership

The Organization shall be governed by a Board of Directors composed of President, President-Elect, Past-President, Secretary, and three At-Large members elected by the membership of the Chapter. No member of the Organization shall receive compensation for serving in the leadership of the Chapter.

Section 2: Advisory Members

To provide better relationships with industry project or funding organizations, the Board may, by a 2/3 vote, appoint up to two additional members to serve in an advisory capacity.

It is desired that the two additional members serving in the advisory capacity should be a representative from a college and industry.

Advisory members shall serve until there is a change in the Board due to election and then must be re-appointed by the newly constituted board.

In some circumstances, it may be important to grant advisory members voting rights on individual issues or as a member of the Board. This may be done by unanimous vote of the elected members of the board.

Removal of the appointment or the grant of voting rights may be accomplished by a 2/3 vote of the elected members of the Board.

Additional advisory members may be added or changed, based upon the special needs or focus of OCSTA project(s) at the time. Their time of service may be less than a full year and limited to special areas of expertise; these advisors would only have an advisory role, and not have a vote on the board.

Section 3: Terms of Office

To maintain continuity of the board, the presidents shall be elected as President-Elect and then serve 3 years, automatically progressing from President-Elect to President to Past President in one year steps.

The Secretary and At-Large positions 1,2 and 3 shall each serve 2 year terms. To maintain continuity of the board, the Secretary and At-Large position 1 shall be elected in even numbered years while At-Large positions 2 and 3 shall be elected in odd numbered years.

A new President-Elect shall be elected each year as the previous President-Elect moves to the position of President and the President moves to Past President.

Advisory members shall serve until there is a change in the Board due to election and then must be re-appointed by the newly constituted board.

Section 4: Replacement of Officers

Should a board member other than President be unable to complete a full term, it is the duty of the board to select, by 2/3 vote, a replacement to serve until the next election can be held. A replacement is then elected to fill the remainder of the term.

Should the President be unable to complete a full term, the President-Elect will complete the Presidents term and then his/her normal year as president.

In the rare case where an elected Member of the Board is unwilling or unable to serve, but chooses not to resign the position, the Board may take action to remove that member by unanimous vote of the remaining elected members. This action should always be a final step and should always follow a letter to the individual indicating the impending action and documenting the reasons. The Board should take special care to keep deliberations open and well documented in writing and be prepared to justify its action to any member requesting that justification. Replacement of a member of the Board thus removed should follow the replacement procedure outlined in this section for any open board position.

Section 5: Balance on the Board

Whenever possible, an effort should be made to have college, high school, and K-8 representation on the board. A reasonable effort should be made to keep officers from the K-12 level of education, with College level members serving as a voting advisor rather than an officer, due to their dissimilar educational focus.

Section 6: Duties of the Leadership

The President is responsible for chairing meetings of the membership and of the executive board. The president shall see that the business of the organization is effectively and efficiently completed by appointing members or subcommittees of the board to oversee the projects and activities. When possible this shall be spread among members of the board.

These include, but are not limited to:

- Planning the annual spring conference and business meeting
- Planning the summer training events
- Maintaining a Roster of members
- Working with other organizations on joint projects
- Maintaining communication with the CSTA executive director and board.
- Funding generation through efforts of members and possible hired staff.

The President-Elect of the Organization is responsible for carrying out the duties of the president in the absence of the president. As a member of the board the President-Elect shall perform other duties as assigned or accepted.

The Past-President is responsible for advising the President, and helping the President maintain continuity of projects and activities. Should neither the President or President-Elect be available, the Past-president will carry out the duties of President in their absence. As a member of the board the Past-President shall perform other duties as assigned or accepted.

The Secretary of the Organization is responsible for seeing that meeting notices and other communications are sent to members in a timely fashion. The Secretary is responsible for maintaining and distributing meeting minutes and the membership roster. As a member of the board the Secretary shall perform other duties as assigned or accepted.

The At-Large Members are responsible for aiding the president in guiding the operations of the Organization. As members of the board, At-Large Members shall reach out to nonmembers (especially those in their local geographic areas), encourage communications with educators that do not know about OCSTA, act as hospitality hosts at events sponsored and held by OCSTA, and perform other duties as assigned or accepted. ??

Section 7: Meetings.

The Organization shall hold regular membership events. One event each year shall be the annual conference at which the election of the Chapter leadership shall take place. Leadership passes to the President-Elect and newly elected officers take their positions on the board, following the election.

Article V: Chapter Obligations

Section 1: Annual Report

The Chapter shall submit an annual report to the CSTA consisting of the activities of the Chapter during the preceding year and the proposed plan for the Chapter for the upcoming year.

Section 3: Leadership Roster

The Chapter shall submit a complete roster of the Chapter leadership (including contact information) to the CSTA annually and whenever changes occur in leadership or contact information.

Section 4: Other Obligations

The Chapter shall maintain communications with the designated CSTA Chapter Liaison, provide chapter representation to national meetings, and help with national CSTA projects as requested.

Section 5: The Chapter Reporting

The Chapter will have a member in good standings act as a liaison to the CSTA national headquarters, providing reports and information required to keep the OCSTA chapter in good standing. This person will also be responsible for attending, or making arrangements for a substitute to attend, the national CSTA leadership meeting each year.

Article VI: Amendments to Bylaws

These Bylaws may be amended by a vote of 2/3 of the active OCSTA membership present at a regularly scheduled meeting. Changes must be approved by a majority of the OCSTA Board of Directors prior to submission to the membership, and the active membership must be notified at least a month in advance that vote on changes will occur at the next meeting. At least 3 days in

advance of the meeting the details of the changes shall be sent to the active membership. Proposed changes can be submitted to the board at any time by any active member of the organization.

Article VII: Dissolution

The Organization may be dissolved by a vote of 2/3 of the active membership following the same notification process as changes in bylaws. Any funds remaining upon dissolution and after payment of legitimate debts shall be donated to a legitimate recognized foundation such as TechStart for use in CS Education projects.

The Chapter relationship with CSTA may be dissolved by a vote of 2/3 of the Chapter membership or by the CSTA Board of Directors. Any funds, which have been derived through the CSTA, remaining for the Chapter upon dissolution and after the payment of legitimate debts shall revert to CSTA.