

# Association of California Community College Administrators (ACCCA)

## CONSTITUTION

### ARTICLE I

#### NAME

This organization shall be a self-governing, not-for-profit association called the *Association of California Community College Administrators (ACCCA)*.

### ARTICLE II

#### MISSION, PURPOSE, VALUES

##### **Section 1: Mission**

ACCCA develops and supports current and future California Community College administrators through professional development, networking, and advocacy.

##### **Section 2: Vision**

ACCCA will be recognized as the premier organization for developing exemplary administrators to lead and serve California Community Colleges

##### **Section 3: Values**

ACCCA values Leadership Excellence through:

- Collaboration based on trust
- Commitment to service and quality
- Ethical and effective advocacy
- Honesty, integrity, and professionalism
- Respect for the uniqueness, diversity and creativity

### ARTICLE III

#### MEMBERSHIP OF THE ASSOCIATION

##### **Section 1: Definition**

Voting membership in ACCCA shall be available to all community college personnel who are full-time employees designated as administrator, manager, or supervisor by the college or district in which they are employed. Each member of ACCCA shall be entitled to one vote on issues presented to the membership.

##### **Section 2: Membership**

Membership shall be on an individual basis and shall continue as long as the member is designated an administrator, manager or supervisor by the district in which they are employed and upon continued payment of monthly or annual dues.

**Section 3: Associate Membership**

Associate membership status will be available to others, including faculty and classified personnel, part-time administrators meeting the designated criteria in Section 2, professionals in related fields and those working toward a degree in education administration, but not yet employed by a district or college. Dues for Associate membership shall be paid annually upon billing from ACCCA.

**Section 4: Retired Membership**

Retired membership status will be available to administrators who have retired from service as a full-time administrator, employed by a district or college. Retired membership is offered in order to maintain benefits at group rates and to encourage engagement and volunteerism in retirement. Dues for retired membership shall be paid annually upon a billing from ACCCA.

**Section 5: Business Membership**

Business membership shall be available to firms who seek to or currently do business with the community college market. Business membership is year to year upon payment of annual dues and is contingent upon meeting criteria as defined on the membership application, which has been submitted for consideration as a business member of ACCCA.

**ARTICLE IV  
THE BOARD OF DIRECTORS**

**Section 1: Definition**

The Board of Directors shall broadly represent the voting membership of the Association of California Community College Administrators (ACCCA).

**Section 2: Term of Office**

Members of the Board of Directors shall be elected annually by the membership to three-year staggered terms. Board members may be re-elected but may serve no more than two consecutive terms. In the event of a vacancy on the Board, the Executive Committee may appoint individuals to serve the uncompleted terms, subject to the approval of the Board of Directors.

**Section 3: Other Representation**

To represent the interests of all ACCCA members, other Board members may be appointed by the President.

- a. *Business Members.* To represent the interests of Business Members in ACCCA, one board representative (business member) may be appointed by the President for a two-year term (non-voting). The representative may be re-appointed, but can serve no more than two consecutive terms.
- b. *Retired Members.* To represent the interests of retired members in ACCCA, one board representative (retired member) may be appointed by the

President for a two-year term (voting). The representative may be re-appointed, but can serve no more than two consecutive terms.

**Section 4: Officers of the Board**

The Officers of the Association shall be the President, Vice President/President-Elect and the Immediate Past President which shall comprise the Executive Committee of the Board of Directors.

Officers shall be elected by the Board for a one-year term of office commencing on July 1 of each year or at each annual planning meeting, whichever is first.

An Executive or Administrative Officer shall be employed by the Board and hereinafter referred to as "Executive Director". The Executive Director shall serve as Secretary to the Board of Directors, and as an ex officio, non-voting member of both the Executive Committee and the Board of Directors.

**ARTICLE V  
ASSETS OF THE ASSOCIATION**

**Section 1: Non-Profit Status**

ACCCA is designated by the IRS as a 501 (c) (6) organization formed solely for non-profit purposes and abides by all related tax code and reporting requirements.

**ARTICLE VI  
ADOPTION AND REVIEW**

**Section 1: Definition**

The Constitution shall be reviewed annually by the Board of Directors. Substantive changes to the Constitution which affect original intent shall be recommended by the Board of Directors to the membership and approved by a majority vote of the members of ACCCA.

**Section 2: Record of Amendments**

<b>DATE/LOCATION</b>	<b>ACTION PROPOSED</b>	<b>ACTION TAKEN</b>
February 26, 2015	Amendments Proposed	STATUS: APPROVED
January 17, 2016	Amendments Proposed	STATUS: APPROVED

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**FOR CONSIDERATION BY THE MEMBERS AT 2018 ANNUAL CONFERENCE**

**APPROVAL VERIFIED:**

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**THOMAS GREENE, PRESIDENT OF THE BOARD**

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**FEBRUARY 22, 2018**