

# **Illinois Council of Community College Administrators CONSTITUTION**

## **ARTICLE I: NAME**

The name shall be Illinois Council of Community College Administrators (ICCCA).

## **ARTICLE II: PURPOSE**

The purpose shall be to serve the common interest of those in administrative capacities within the public community colleges of the state of Illinois. The ICCCA shall provide a forum for informational exchange, a vehicle of professional development, and a voice in the general welfare of community colleges. The ICCCA shall articulate with the Illinois council of Public Community College Presidents through the initiation of positions and responses to issues that may be of concern to either organization.

## **ARTICLE III: MEMBERSHIP**

Membership shall be open to administrators of public community and junior colleges of the State of Illinois except College Presidents. Administrators shall be defined by each public community college.

## **ARTICLE IV: OFFICERS/ELECTIONS**

The officers of this organization shall be president, president-elect, immediate past-president, secretary and treasurer. A president-elect, secretary and a treasurer shall be elected at the annual fall meeting. The president-elect shall be elected for one year as president-elect and the second year as president. The treasurer shall be elected for a two-year term. The secretary shall be elected for a one-year term. The slate of officers as presented may be amended from the floor until such time as nominations are closed by the president. No one may be nominated for an office without his/her prior consent. Election of officers shall be by secret ballot, the officers being determined by simple majority vote of those members present and voting. Each member present shall be eligible for one vote. Terms of office shall begin on January 1 following the year of election. The Executive Committee shall have the authority to fill by appointment any vacancy for any unexpired term. No member may hold more than one elected office within the organization during one year, except in special circumstances and with the approval of the President and the Executive Committee. A historian will be appointed by the officers, and will be full voting member of the executive committee. The ICCTA Liaison and the ICCB Liaison, who are appointed by their respective organizations, will be ex-officio members of the executive committee.

## **ARTICLE V: EXECUTIVE COMMITTEE**

The Executive Committee shall consist of the duly elected and appointed ICCCA officers and the Chairperson of each commission, or the Chairperson's designated representative. The Executive Committee shall maintain by-laws of the ICCCA.

**ARTICLE VI: COMMISSIONS**

The organization will be comprised of Commissions that represent areas of common interest. Commissions must evidence a broad-based representation of the community colleges in the state of Illinois. Each commission will select a chairperson and other appropriate officers.

It is understood that Commissions will maintain an active role in ICCCA organizational responsibility. Pursuant to this responsibility, Commissions are strongly encouraged to attend, present, and participate at the annual ICCCA Conference and have member representation at ICCCA Executive Committee meetings.

The ICCCA is not responsible for Commissions’ individual actions or financial responsibilities. Each Commission shall elect a Chairperson from the members of each Commission and shall, at the annual conference certify the name of its Chairperson to the Executive Committee.

**ARTICLE VII: MEETINGS**

The Council shall hold an annual conference and such additional meetings as shall be determined necessary by the Executive Committee. The Executive Committee shall establish the time and place of the annual conference and other meetings of the Council. The Commissions will hold their annual meetings in conjunction with the conference and such additional meetings as each Commission shall determine.

**ARTICLE VIII: COMMITTEES**

The President of the council shall appoint, with the consent of the Executive Committee, those Committees necessary to carry out the work of this organization. The President of the council shall appoint, with the consent of the Executive Committee, a current Board member, or from a pool of past ICCCA Presidents when a Board member is not available, individuals to represent ICCCA on committees of the ICCB, ICCTA, Presidents Council and to other outside entities.

**ARTICLE IX: AMENDMENTS**

The Constitution may be amended by a two-thirds vote of the active members present and voting at any regular meeting, providing written notice has been submitted to the Executive Committee for action prior to the annual meeting. Non-material changes to the Constitution that do not affect member rights may be made at any time by the Executive Committee, provided any such changes are made after due notice is given to each Commission and to the members of ICCCA. Any such changes shall be ratified at the next annual meeting.

Originally ratified 11/16/73

Amended 11/21/75

Amended 11/19/82

Amended 11/16/90

Amended 11/15/07

Amended 11/21/76

Amended 11/16/84

Amended 11/19/93

Amended 11/20/08

Amended 11/21/80

Amended 11/21/86

Amended 11/17/06