

**CONSTITUTION AND BY-LAWS  
OF THE  
ALABAMA ASSOCIATION OF EDUCATIONAL OPPORTUNITY  
PROGRAM PERSONNEL**

**ARTICLE I.**

**NAME**

The name of this organization shall be the Alabama Association of Educational Opportunity Program Personnel (AAEOPP).

***PRINCIPLE OFFICE***

*The principle office of AAEOPP shall be within the state of Alabama and may have such other offices within these boundaries as designated by the Executive Board of AAEOPP.*

**ARTICLE II.**

**PURPOSES AND OBJECTIVES**

The purpose of the Alabama Association of Educational Opportunity Program Personnel *which is a non-profit association* (hereinafter referred to as The Association) shall be to bring together into a work and study community those persons who have an active interest in or who are professionally involved in broadening assessability to and success in formal postsecondary education. Major focus will be 1) those elements which prepare and condition students for postsecondary educational experiences and 2) institutional responses to the challenge of serving more diverse student populations. Although The Association will have a broad base of student concern, it will be particularly concerned about those students who by reason of socioeconomic station, ethnic definition, physical handicap, and/or restricted cultural-educational experiences find themselves in a position of disadvantage with traditional mainstream American students. The Association is a non-profit organization.

The Association will seek to accomplish its purpose(s) by:

- a. engaging in the specific and general coordination of efforts with other organizations in persons having purposes supportive of or in harmony with Association concerns;
- b. promoting research, evaluation, programmatic and fiscal planning, and training – inclusive of, but not limited to, conducting workshops and seminars and generally seeking to educate the public officials to the concerns of The Association;
- c. developing the capability to make timely and meaningful responses to issues and concerns effecting the educational resources and environment of non-traditional students;
- d. encouraging the development and expansion of a communications network primarily for those professionally involved in educational opportunity programs.

## **ARTICLE III.**

### **MEMBERS AND FEES**

#### **Section 1. Types of Membership**

Membership in The Association will be of three types: (1) Active Professional, (2) Associate, and (3) Affiliate.

#### **Section 2. Active Professional Membership**

- a. Active Professional Membership shall be limited to those persons actively engaged in the administration or general operation, inclusive of instructional staff, of educational opportunity programs located in the State of Alabama. Persons qualifying for Active Professional Membership should spend a significant and continuing portion of their full-time professional appointments involved in the concerns of the non-traditional student. Active Professional Membership may be as a project – an Educational Opportunity Center, a Student Support Services Project, a Talent Search Project, an Upward Bound Project, a McNair Project, Math/Science, Veterans Upward Bound- or as an individual. Individual Active Professional Membership is provided in those rare instances when it is not possible to obtain project dues.
- b. Each Active Professional Project Membership shall be entitled to a maximum of four individual votes, and each individual voter is eligible to hold office as delineated in Article IV, Section 3, of this Constitution, providing the annual dues obligation has been met.

#### **Section 3. Associate Membership**

- a. Associate Membership is generally available to those persons who do not qualify for Active Professional Membership under the time involvement provisions of Article III, Section 2a.
- b. In order to be accepted for Associate membership, a candidate must have paid the annual dues of The Association.
- c. Each Associate member is entitled to one vote and is not eligible to hold office.

#### **Section 4. Affiliate Membership**

- a. An Affiliate Membership may be an individual or organization including students. Affiliate Memberships will generally be those who support the purposes and objectives of the Association, as herein expressed, but who either do not qualify under the membership categories of Article III, Section 2 and 3, or who would rather make their contributions in less visible or demanding roles.





- e. The Treasurer shall be responsible for the receipt and expenditure of all funds in accordance with fiscal policies established by the Executive Committee. The Treasurer shall maintain appropriate and adequate financial records and shall be prepared at any time, on direction of the Executive Committee or the succeeding Treasurer, to present the same. The Treasurer shall submit reports to the membership, submit an audit report at the annual meeting, and shall be under such bond as may be determined by the Executive Committee.
- f. The State Representative to SAEOPP shall serve as the designated AAEOPP representative to the SAEOPP Board. The State Representative shall report to the AAEOPP membership after each meeting of the SAEOPP Board.

**Section 5. Vacancies**

- a. In the event of death, extended illness, or departure from a program of a newly elected candidate (prior to his or her installation to office) the candidate with the second highest number of votes shall fill the vacancy. In the event there is no discernible second place

### **Section 3. Quorum**

In order to conduct the business of The Association, a simple majority of members present is required.

## **ARTICLE VI.**

### **EXECUTIVE COMMITTEE**

#### **Section 1. Composition**

The Executive Committee shall be comprised of the President, the Vice President, the Recording secretary, the Corresponding Secretary, the Treasurer, the State Representative to SAEOPP, and the immediate past President of The Association.

#### **Section 2. Authority**

The Executive Committee shall have full authority to conduct the affairs of The Association during the interim period between meetings of the Delegate Assembly. Such authority must remain within the provisions of this Constitution and not conflict with decisions, actions, or policies established by the Delegate Assembly.

#### **Section 3. Quorum**

The Executive Committee shall be called into regular session by the President with a minimum of twenty (20) days notice and the concurrence of three (3) committee members. Meetings called on shorter notice (special session) must have the concurrence of four (4) committee members. A quorum shall be two-thirds (2/3) of the committee's total membership.

## **ARTICLE VII.**

### **COMMITTEES**

#### **Section 1. Appointment of Committees**

Except in those cases delineated elsewhere in this Constitution and By-Laws, the President shall name such standing and special

determine membership class and eligibility for purposes of participation in Association activities. The Membership and Credentials Committee shall, for each Association

- j. Development & Fundraising: The Development & Fundraising Committee shall be responsible for recommending fundraising policies and procedures; cultivating gift prospects; and identifying sources of support – individual, corporate, and foundations.
- k. Archives: The Archives Committee shall be responsible for collecting records of the AAEOPP organization to be placed in the Archives Collection at Alabama State University in Montgomery, Alabama. It shall have the responsibility of encouraging AAEOPP officers, past and present, to transfer essential records to the AAEOPP Archives. The committee was formed to perpetually add data to the AAEOPP Archives.
- l. Olympics: The Olympics Committee shall be responsible for planning and conducting the competitions, bowls, and activities for all TRIO programs in AAEOPP.
- m. Technology Committee: The Technology Committee shall have the responsibility of planning and coordinating activities that brings AAEOPP’s TRIO Programs to state-of-the-art usage of educational technology in order to enhance the academic achievement of TRIO students relative to postsecondary education.

**Section 3. Special Committees**

Task-oriented special committees may be established from time to time as the President and Executive Committee see fit. Such committees will operate within the purposes and objectives of The Association, shall be specifically charged, and automatically dismissed upon completion of task. **Such committees as the Nominating TRIO Achiever, TRIO Alumni Society and TRIO Day may be considered as Special Committees.**

**ARTICLE VIII.**

**PARLIAMENTARY AUTHORITY**

**Section 1. Roberts Rules of Order (Revised)**

(By Sara Corwin Robert, et. Al., Scott-Foresman, Illinois, 1970)

Shall be the parliamentary authority for all proceedings of The Association unless otherwise specified in the Constitution.

**Section 2.**

The President shall annually appoint a parliamentarian for all meetings of the Delegate Assembly.



## **ARTICLE IX.**

### **CONSTITUTIONAL AMENDMENTS**

#### **Section 1.**

- a. Proposals to amend this Constitution may be initiated by the Executive Committee, unanimous recommendation of a standing committee, or any one member qualifying for membership under Article III, Section 2 and 3. If a proposal to amend is initiated by an individual member, it shall be accompanied by a petition signed by at least five (5) Active Professional and/or Associate members. Six (6) copies of a proposed amendment will be certified to the Recording Secretary at least forty-five (45) days before action is expected. The Recording Secretary shall make such certified proposed amendments