

Political Communication Division Bylaws

(Approved March 31, 2007)

ARTICLE I: NAME

The name of this organization shall be the Political Communication Division of the Southern States Communication Association.

ARTICLE II: PURPOSE

The purpose of the Political Communication Division is to support the teaching and research of political communication. The scope of this Division is broad, as the study of politics and communication may encompass the communicative activity of citizens, individual political figures, governmental institutions, the media, political campaigns, advocacy groups and social movements. This Division recognizes and encourages research that addresses political communication topics in all contexts and levels of analysis, employing a variety of methodologies.

ARTICLE III: MEMBERS

Membership in the Political Communication Division shall be open to all those who are members in good standing in the Southern States Communication Association and who are interested in advancing the purpose of the Division.

ARTICLE IV: OFFICERS

Section 1. The officers of the Political Communication Division shall be: Chair, Vice-Chair, Vice-Chair-Elect, Secretary, Web Editor, and the immediate Past Chair. These officers shall constitute the Division's executive committee.

Section 2. The Vice-Chair shall serve for one year, and then succeed to the office of Chair for one year. The Vice-Chair-Elect shall serve for one year, and then succeed to the office of Vice-Chair for one year. The Secretary and the Web Editor shall serve for two years. A new Vice-Chair-Elect shall be elected annually. A Secretary and a Web Editor shall be elected in even numbered years and will begin office the following year—a person may serve consecutive terms in these two offices.

Section 3. The Chair shall serve as the presiding officer of all Division business meetings and at all Executive Committee meetings. This officer shall discharge the usual responsibilities adhering to such an office, shall serve as a representative of the Division, and shall be responsible for seeing that the provisions of the By-Laws of the Division are enforced.

Section 4. The Vice-Chair shall serve as the Division's primary program planner for the annual meeting of the Association. The Vice-Chair will nominate the top graduate student paper for consideration for the Bostrom Award. This officer shall assist the Chair

when necessary in representing the Division, and shall perform the duties of the Chair in the event of that officer's absence or incapacity.

Section 5. The Vice-Chair-Elect shall assist the Vice-Chair in planning the Division's program offerings for the annual convention, and shall perform the duties of the Vice-Chair in the event of that officer's absence or incapacity with the following exception. Should the Vice-Chair be unable to schedule the conference, that duty will fall to the immediate Past Chair with the assistance of the Vice-Chair-Elect.

Section 6. The Secretary shall perform the functions usually adhering to such an office, including archival responsibilities by maintaining historical records of the Division and reporting to members the Division's business and activities in a newsletter. The Secretary shall determine the most efficient manner in which to communicate with members. At a minimum, Division members will receive an annual division newsletter at least one month prior to the Association's annual convention.

Section 7. The Web Editor shall maintain the Division's Web site. Information, including the Division's new officers and the annual meeting's minutes, shall be updated after each annual conference.

Section 8. The immediate Past Chair will serve as the division's representative to the SSCA Nominating Committee and should solicit nominations for open positions from division members.

ARTICLE V: DIVISION MEETINGS

Section 1. The Political Communication Division shall conduct its annual business meeting in conjunction with and at the site of the annual Southern States Communication Association Convention. The election of officers and reports of officers shall occur at the annual business meeting.

Section 2. The members of the Division present at each meeting shall constitute a quorum.

Section 3. The Chair shall be responsible for determining an Agenda for the annual business meeting.

Section 4. The author(s) of the top division essay, if applicable, will be recognized at the business meeting with an appropriate plaque and/or certificate.

ARTICLE VI: ELECTION OF OFFICERS

Section 1. At the division's annual business meeting, each member attending may write up to three names on a ballot for nominees to the nominating committee. These ballots will be tallied and the results announced at the business meeting. The three members receiving the highest number of votes will constitute the nominating committee for the

following year with the person receiving the highest number of votes serving as the committee chair. In the event of a tie, it will be broken by the drawing of names. No person may serve on a nominating committee two consecutive years nor may a member of the nominating committee be a candidate for an office while serving on the committee. The nominating committee must nominate at least one member for each office to be filled at the next annual meeting and should make every effort to find two candidates per slot. Members of the division wishing to serve as an officer are encouraged to submit their names to a member of the nominating committee. Division members are also encouraged to recommend other division members for office to the nominating committee. All self-nominations and nominations to the Nominating Committee must occur no later than one month prior to the annual convention. When there are at least two nominees for one office, the voting will be by secret ballot. The election will be conducted by the members of the nominating committee. The individuals who receive the most votes will be announced at the business meeting and will assume office at the adjournment of the annual business meeting in which they are elected.

Section 2. Two weeks prior to the annual convention, the committee chair will notify the Chair of the slate of officers.

Section 3. For any office with only one slated nominee, nominations will be taken from the floor. Offices with two slated nominees will be considered closed.

ARTICLE VII: EXECUTIVE COMMITTEE

Section 1. The officers of the Division shall constitute the Executive Committee.

Section 2. The Executive Committee shall have general supervision of the affairs of the Division between its business meetings. The Executive Committee shall be subject to the orders of the Division, and none of its acts shall conflict with majority action taken by members of the Division.

Section 3. Meetings of the Executive Committee may be called by the Chair and shall also be called upon request of two members of the Committee.

Section 4. Action by the Executive Committee shall require the assent of at least four members of the executive committee.

ARTICLE VIII: STANDING COMMITTEES

Section 1. Standing or special committees shall be appointed by the Chair as the Division or the Executive Committee shall from time to time deem committees necessary to carry on the work of the Division.

Section 2. The Chair shall be ex officio a member of all Division committees.

ARTICLE IX: PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Sturgis Standard Guide to Parliamentary Procedure* shall govern the Division in all cases to which they are applicable and in which they are not inconsistent with the By-Laws and any special rules of order the Division may adopt.

ARTICLE X: AMENDMENT OF BY-LAWS

These By-Laws may be amended at any regular meeting of the Division by a majority vote of those individuals present and voting, provided that the amendment has been included in the Division's most recent newsletter. If a proposed amendment to the By-Laws has not been included in the newsletter, it may be considered at an annual meeting, but the amendment requires a unanimous vote of the members present at the annual meeting to pass.