

BY-LAWS OF THE INTERCULTURAL COMMUNICATION DIVISION

Article I: Name

The organization shall be called the Intercultural Communication Division of the SSCA.

Article II: Purpose

The purpose of this organization shall be to foster teaching, research, service, and dialogue to enhance the understanding and utilization of intercultural communication.

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Article III: Membership

Membership in this organization shall be open to any bonafide member of the Southern States Communication Association. Only SSCA members who have registered their affiliation with this Division with the SSCA office may hold office.

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Article IV: Officers

The officers of this organization shall be the Chair, Vice Chair, Vice Chair-Elect, and Secretary. Succession to the Vice Chair and Chair shall be automatic from the office of Vice Chair-Elect unless an office is vacated. The term of office for the Chair, Vice Chair, and Vice Chair-Elect shall be for one year. The term of office for the Secretary shall be for two years.

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Article V: Duties of Officers

Section 1. The Chair is the chief officer of the Division and provides leadership for the Division. She/He shall prepare the agenda for business meetings, serve as the Division's representative on the SSCA Executive Council, and be responsible to the President of the Association.

Section 2. The Vice Chair, in cooperation with the Chair and appropriate committees, shall be responsible for the overall planning of convention programs sponsored by the Division. The Vice Chair is responsible for the Division's "Call for Papers" prior to each convention. He/She coordinates the Division's plans for competitive papers and panels, soliciting programs, chairs, and respondents as necessary.

Section 3. The Vice Chair-Elect shall work with the Vice Chair in planning the convention program, chair the nominating committee, and otherwise assist the Chair and Vice Chair as needed.

Section 4. The Secretary shall take minutes at the business meetings of the organization, serve as the Division's official correspondent, and keep all organizational records. She/He

shall submit news or announcements about the Division to the Connections publication of SSCA, and oversee divisional publications.

Section 5. The divisional Representative to the SSCA Nominating Committee shall serve a two-year term of office, must attend Nominating Committee meetings at SSCA and NCA conventions, and should solicit nominations for open positions from division members.

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Article VI: Committees

Section 1. The Executive Committee shall consist of officers of the Division. It is authorized to act between annual meetings regarding organizational business. These actions will be reported at the next annual business meeting.

Section 2. Special Committees shall be appointed by the Chair as needed, with the advice and consent of the Executive Committee. The membership may create a Special Committee with the support of the majority vote of the membership.

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Article VII. Meetings

Section 1. An annual business meeting shall be held at the time and place designated by the SSCA Vice President and listed in the program.

Section 2. Additional general meetings, or meetings of the Executive Committee, shall be scheduled by the Chair as necessary.

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Article VIII Paper/Program Review Process

Section 1. The Vice Chair shall select three or more reviewers to assist with the evaluation process. Members shall be encouraged to volunteer at the annual business meeting to review submissions.

Section 2. All competitive papers or programs shall receive a blind review by three members of the review panel to determine selections

Section 3. The Vice Chair shall be responsible for developing invited panels and possible spotlight, or other special programs to improve the quality and diversity of the Division programs.

Section 4. The Division supports the Association's Bostrom Young Scholars Award and shall forward high quality student papers to SSCA for consideration in that competition.

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Article IX Elections

Section 1. Elections shall be conducted at the annual business meeting

Section 2. Elections shall be conducted by ballot, and decided by a simple majority of the votes cast.

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Article X. Parliamentary Procedure

The most recent edition of Sturgis Standard Guide of Parliamentary Procedure shall be the parliamentary authority of the Division.

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Article XI. Quorum

Quorum shall consist of members present at the annual business meeting of the division.

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Article XII. Amendments

Section 1. These By-laws may be amended at any annual business meeting by a two-thirds majority of members present and voting if the published amendment is circulated among members one month prior to the meeting.

Section 2. With the approval of the Executive Committee, in the case of an emergency, an amendment may be approved by a unanimous vote of the members present at the annual business meeting.