

CONSTITUTION
of the
ARIZONA AGRICULTURE EXTENSION ASSOCIATION
(Amended December,14 2006)

ARTICLE I - NAME

The name of this Association shall be the Arizona Agriculture Extension Association, a not for profit organization. (Formerly known as the Arizona County Agents Association.)

ARTICLE II - PURPOSE

The purpose of the Arizona Agriculture Extension Association shall be:

to encourage professional improvement and quality performance among Extension workers; to promote cooperation, loyalty and understanding among Extension people and other University of Arizona personnel; to improve the effectiveness of Cooperative Extension work; to advance the basic importance and position of American agriculture in our national economy; to carry out the policies and programs of the Land Grant Colleges in the United States; and to apply scientific knowledge to agriculture and agricultural pursuits.

ARTICLE III - MEMBERSHIP

There shall be two classes of members in this Association, "Active" and "Associate." A member shall be in good standing when dues are paid (in accordance with Article IV) for the calendar year in which an election is held.

Section 1: Active Membership - Any University of Arizona College of Agriculture and Life Sciences employee with Cooperative Extension involvement, who is on active duty or temporary leave, may become an active member of the Association upon payment of dues as specified in Article IV.

Section 2: Associate Membership - A former member who has retired or will be retiring within the calendar year may apply for associate membership in this Association. Upon payment of a life membership fee, the associate member is eligible to attend State and National County Agent Annual Meetings and other privileges extended by the AAEA and NACAA.

New agents coming into the Arizona Cooperative Extension after March 1, shall be associate members, at no cost, for the remainder of that calendar year.

ARTICLE IV - DUES

Annual active membership dues in the Arizona Agriculture Extension Association shall be payable by January 1 and considered delinquent after March 1 of the calendar year in which Active Membership is desired. The amount of these dues will be determined at the annual meeting.

Associate life membership to the AAEA shall be awarded to members in good standing upon retirement.

ARTICLE V - OFFICERS AND DIRECTORS

Section 1: The officers of the Arizona Agriculture Extension Association shall be: a President, President-Elect, Vice-President, Secretary and Treasurer.

Section 2: The Board of Directors of this Association shall be: President, who advances to office from that of the President-Elect; President-Elect, who advances to office from that of the Vice-President; Vice-President, Secretary and Treasurer, immediate Past-President of this Association and one Director from each district as defined in Article IX.

Section 3: With the exception of the President and President-Elect, officers and directors of this Association shall be elected by mail ballot (electronic or hard copy) prior to the AAEA Summer Meeting. The duly elected officers and directors shall take office within 30 days after the NACAA annual meeting. NACAA shall be informed of the changes by the Secretary within 30 days following the election.

Section 4: Candidates for officers and directors of this Association will be nominated by a nominating committee appointed by the President. The nominating committee shall consist of four (4) members, with at least one past President of the Association. The nominating committee will nominate one or two candidates for each elective office of the Association.

Section 5: Election of officers and directors of this Associations will be by ballot prepared by the Nominating Committee. Provisions shall be made on the ballot for additional nominations from the floor and write-in votes. Eligible electors will be active members in good standing of this Association. The Treasurer will designate eligible electors immediately prior to election.

Section 6: Vacancies occurring in the Office of President will be filled by the President-Elect. Further succession to the Office of President will devolve upon the Vice-President. Vacancies occurring in offices other than President and President-Elect, will be filled by appointment of the President in council with the Board of Directors. Vacancies thus filled will be for the remainder of the unexpired term only.

Section 7: New officers should receive the Oath of Office by the Chair of the Constitution Committee or a member designated by the outgoing President.

OATH OF OFFICE

“I believe in the Arizona Agriculture Extension Association and will strive during my term of office to stimulate a spirit of good fellowship and a high morale among the personnel of the University of Arizona and to develop mutual understanding between its various branches; to inspire dignified respect for agriculture Extension professionals, and to foster improvement in their professional status; and to encourage the personal improvement of the Association. I shall do my utmost to effectively discharge the duties of my office.”

ARTICLE VI - DUTIES OF OFFICERS AND DIRECTORS

Section 1: The President shall perform such duties as usually pertain to this office and shall have the power to call meetings of the Board of Directors and shall preside at such meetings. The President is a member ex-officio of all committees.

Section 2: The President-Elect shall perform the duties of the President in case of absence or disability and shall assume any other obligations that may be assigned by the President or Board of Directors.

Section 3: The Vice-President shall perform the duties of the President-Elect in case of absence or disability and shall assume any other obligations that may be assigned by the President or Board of Directors.

Section 4: The Secretary shall keep full and accurate records of the proceeding of all meetings of the Board of Directors and the Association; receive all communications and papers that normally come to such an office; keep record of the membership, send out notices of meetings and conduct all necessary correspondence and perform such other duties as usually pertain to the office.

The Treasurer shall receive the bills, keep a full and complete record of money received and paid out, send out notices of unpaid dues, receive and receipt all membership fees, keep an account of the membership fees paid and the date thereof. All funds and records remaining at the expiration of the term of office shall be delivered to the succeeding Treasurer.

Section 5: Directors of the AAEA shall, with the officers and the immediate past President, form the Board of Directors of the Association. Each Director shall be responsible to the members from their district, as defined in Article IX, in presenting their recommendations and suggestions and keeping said membership informed as to the activities and policies of the AAEA. Each Director shall keep the Board of Directors fully informed as to problems and views of members from their district. This Board shall determine the policies of the Association.

ARTICLE VII - MEETINGS AND QUORUM

Section 1: The annual meeting of the Association will be held during the Cooperative Extension Annual Conference. In years when no annual conference is held, a meeting designated by the Association President will serve as the annual meeting of the Association.

Section 2: Special meetings may be held on the call of the President.

Section 3: District meetings may be called at any time by the respective Directors.

Section 4: A quorum at an Association Meeting shall consist of 50%, plus one member, of the active members in good standing of this Association.

ARTICLE VII - COMMITTEES

The activities and business of the Association shall be carried on throughout the year by committees appointed by the President. Committee activities are subject to approval of the Board of Directors of this Association. Committees shall be designated as "Standing" and "Special."

Section 1: Standing Committees of this Association shall correspond with the committee structure of the National County Agriculture Agents Association. Committees are organized into four key categories: Professional Improvement, Extension Development, Program Recognition, and Life Members. In addition to the committees specified by the National Organization, AAEA will have a standing Constitution Committee. The Functions of these committees are, in general, as follows:

Constitution Committee: Shall review, make proposals for amending, and bring the AAEA Constitution up to date. It shall prepare and distribute revised copies, marked as such, to all active AAEA members in good standing and the State Extension Administration. It shall act as Judge Advocate on constitutional interpretations. The officers who install newly elected officials of this Association shall be selected for this committee by the President.

Professional Improvement Category will have six committees which will each coordinate opportunities for our members to become more knowledgeable and competent in subject matter areas in which they work. Examples of training activities that might be included within this category include: discussion groups, seminars, refereed papers, demonstration sharing, study tours, and interstate/international exchanges. Each of these broad subject matter committees may have numerous advisory groups beneath it as are deemed necessary:

- Agronomy & Pest Management
- Agricultural Economics
- Animal Science
- Aquaculture/Sea Grant
- Natural Resources
- Horticulture & Turfgrass

Extension Development Category will have four committees which will each focus on helping our membership become better extension professionals:

- Administrative Skills
- Early Career Development
- Public Relations & Agricultural Issues
- Teaching & Educational Technologies

Program Recognition Category will have seven committees which will each facilitate competitive contests, in coordination with NACAA, that celebrate excellence within our membership.

- Communications
- Extension Programs
- 4-H & Youth
- Professional Excellence
- Public Relations
- Recognition & Awards
- Scholarship

Life Members Committee: Shall develop and activate orientation program for new County Agents coming into Arizona Extension; work with active members to maintain favorable attitude toward AAEA and NACAA; assist Treasurer to revive delinquent membership.

Section 2: Special committees shall be appointed for specific purposes by the President. Their tenure shall be the time required to accomplish a specific project.

ARTICLE IX - DISTRICTS

To facilitate Association administration, membership contact and representation, the State of Arizona is divided into four districts as listed below. Terms for District Directors shall be for two years, staggered between regions. Northern and Southeastern Regional Directors shall be elected in even years, and Southwestern and UA Campus Directors shall be elected in odd years.

<u>Northern</u>	<u>Southeastern</u>	<u>Southwestern</u>	<u>UA Campus</u>
Apache County	Cochise County	La Paz County	Campus
Coconino County	Graham County	Maricopa County	Agricultural Experiment
Gila County	Greenlee County	Pinal County	Station Centers
Mohave County	Pima County	Yuma County	
Navajo County	Santa Cruz County		
Yavapai County			

ARTICLE X - AMENDMENTS

Amendments to this constitution may be made at an Annual Meeting by two-thirds of the total active membership in good standing voting for amendments approved and proposed by the Constitution Committee. The constitution, whenever amended or revised, shall be prepared and distributed by the Constitution Committee as prescribed in Article VIII - Section 1. (Constitution Committee)

ARTICLE XI - GENERAL

Section 1: Delegate to the National Convention shall be the President unless a situation prohibits. In this case, the delegate shall be appointed by the President, in council with the Board of Directors of this Association.