

# **BYLAWS: NSEA'S STUDENT EDUCATION ASSOCIATION OF NEBRASKA**

REVISED APRIL 2014

## **Article I: Name, Purpose**

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**SECTION 1.** The name of this association shall be the Student Education Association of Nebraska, hereinafter referred to as SEAN. SEAN shall be affiliated with the National Education Association (NEA) through the NEA Student Program (NEA-SP) and with the Nebraska State Education Association (NSEA).

**SECTION 2.** Purpose.

The purposes of NEA-SP shall be:

- To develop an understanding of the education profession within prospective educators.
- To provide a united student voice in matters affecting their profession.
- To influence the conditions under which prospective educators are prepared.
- To advance the interests and welfare of students preparing for a career in education.
- To forward the aim of quality education.
- To promote and protect human and civil rights.
- To stimulate the highest ideals of professional ethics, standard and attitudes.

**The purposes of SEAN shall be:**

- To develop a state organization of SEAN chapters fostered by the NEA and the NSEA for the promotion and development of professional attitudes among students preparing to enter the teaching profession.
- To interest capable men and women in teaching as a career by:
  - Encouraging a careful selective standard for persons admitted to approved programs of teacher education.

Positively influencing the way in which prospective educators are prepared.

To strive for the advancement of better conditions under which teachers work and students learn.

To develop among future educators, an understanding of the teaching profession through participation in professional activities.

To create a background for future educators of the history, ethics, organization, policies and programs of local, state, and national education associations.

To give students preparing to teach practical experience in working together and working with local, state, and national education associations on problems concerning education throughout the nation.

### **SECTION 3. Governance**

**SEAN shall be governed by its Bylaws and Standing Rules, and any other actions as mandated by the Delegate Assembly that are consistent with these Bylaws.**

**SEAN may pursue objectives, which are consistent with the stated purposes of NEA, NEA-SP and NSEA.**

## **Article II: Membership**

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### **SECTION 1. Eligibility**

Membership in SEAN shall be composed of students who are receiving preparation at the undergraduate or graduate level, and who are duly chartered members in good standing of a recognized chapter of SEAN, where available. SEAN membership is not available to anyone who is currently eligible for active NEA membership.

Members of SEAN shall also be members of duly chartered local student education associations where available, and the NEA-SP.

SEAN shall not deny membership on the basis of race, creed, national origin, age, or gender identity and expression.

### **SECTION 2. Membership within the NEA**

Members of SEAN shall be recognized as student members of the NEA and shall have all rights and privileges of student members, provided that they are recognized as members of SEAN by their respective college chapters, where available, and the NEA-SP.

### **SECTION 3. Membership within the NSEA**

SEAN members shall also be recognized as student members of NSEA and have all privileges of student membership, provided they are recognized as members of SEAN and their respective college chapters, where available.

#### **SECTION 4. Membership and Fiscal Year**

The membership and fiscal year of SEAN shall concur with the NSEA membership and fiscal year. The fiscal year of SEAN shall begin on the first day of September and end on the last day of August in each year.

#### **SECTION 5. Membership Dues**

The SEAN Executive Committee shall recommend the dues of SEAN to the Delegate Assembly.

The dues of SEAN shall be recommended by the SEAN Executive Committee to the NSEA Board of Directors, which sets dues for all categories of NSEA membership. Local chapter and national dues will be in addition to this.

#### **SECTION 6. Membership Code of Ethics**

Members of the SEAN shall adhere to the code of ethics of the education profession.

### **Article III: Policies for Affiliation**

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**SECTION 1.** Affiliation shall mean a relationship based on a reciprocal contractual agreement between NEA, NSEA and a local chapter and shall continue until a local or state association withdraws or is disaffiliated.

#### **SECTION 2. Minimum Standards for Affiliation**

The affiliate shall conduct all elections with open nominations and a secret ballot, unless the candidate is unopposed, in which case the candidate may be declared elected by acclamation.

The affiliate shall require unified membership in NEA, NSEA and SEAN.

The affiliate shall have the same membership and fiscal year as that of SEAN and NSEA.

The Constitution, Bylaws, Standing Rules or other governing documents of the affiliate shall be compatible with the Bylaws of the state association.

The affiliate shall apply the one person-one vote principle for representation to those governing bodies, which elect NEA-SP representatives, except that the affiliate shall strive for involvement of ethnic minorities in SEAN.

**SECTION 3.** Procedure for Affiliation. A chapter seeking affiliation shall file a written application including copies of its governance documents with the SEAN President. The SEAN Executive Committee shall act on the application at its first official meeting after the date of filing.

#### **SECTION 4. Local Chapter Affiliation**

**Local chapters may be chartered at institutions offering four years or more of college work provided that the institutions meet either of the following criteria:**

They are accredited by the National Council for Accreditation of Teacher Education (NCATE) and approved for teacher education by the appropriate state department of education; or

They are accredited by the appropriate regional association and approved for teacher education by the State Department of Education.

**Local chapters may be chartered at institutions offering at least two, but less than four, years of college work, provided that the institutions meet either of the following criteria:**

They are accredited by the appropriate regional association; or

They are recommended by the state legal agency responsible for approving such institutions, provided the graduates of such institutions can be admitted to an NCATE-accredited institution with advanced standing.

**Potential chapters shall be granted a one year probationary period in which to reach minimum standards for affiliation.**

**Each local chapter will submit to their region representative a monthly report consisting of its meeting format, activities and planned programs, to be used for the SEAN newsletter.**

## **Article IV: State Officers**

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### **SECTION 1. Composition**

The state officers shall be President, Vice President, Secretary and Underclass Representative.

Regional Representatives from each SEAN Region (Metro, Northeast, Southeast, Western) shall be elected as members of the Executive Committee following election procedures (See Article 3, Sec. 5).

An Outreach to Teach Coordinator shall apply to and be appointed each year by the Executive Committee to a term of one year as an ex-officio member of the Executive Committee, without voting privileges. The Outreach to Teach coordinator may attend the annual NEA-SP Student Leadership Conference.

A Technology Specialist shall apply and be appointed as needed by the Executive Committee to a term of one year as an ex-officio member of the Executive Committee, without voting privileges and with duties as assigned and determined by the Executive Committee.

Students appointed or elected to an NEA national committee or office shall be included as an ex-officio member of the Executive Committee without voting privileges, and duties assigned and determined by the Executive Committee.

Liaisons from NSEA active, NSEA-Retired and the NSEA Higher Education Academy, shall be included as ex-officio members of the Executive Committee without voting privileges.

**SECTION 2. Election.** The President, Vice President, Secretary and Underclass Representative shall be elected by a majority vote of the voting delegates present at Delegate Assembly, to be held in the spring of the year (See Article III, Sec. 2.a.). Voting delegates at Delegate Assembly shall elect the Region Representatives from each region (See Article V, Sec. 2.a).

**SECTION 3. Term of Office.** Officers shall assume their official duties on the 1st of August following the Delegate Assembly at which they are elected and shall serve for a term of one year. The existing Executive Committee shall assist the newly elected Executive Committee through a transitional Executive Committee meeting which shall be held prior to the 1st of August.

**SECTION 4. Eligibility.** To be eligible for office, a candidate must be:

An undergraduate or a graduate student enrolled in an accredited institution. The Underclass Representative shall be a freshman or sophomore at the time of election to the office.

Preparing for a career related to education.

A unified member of SEAN by February 15.

In good standing at their institution.

**SECTION 5. Duties**

(a) The duties of the state President shall be:

To preside at all state Executive Committee meetings of SEAN, including the Delegate Assembly.

To appoint committees, make specific assignments of Executive Committee members, and appoint appropriate observers to NSEA committees, with the advice and consent of the Executive Committee.

To accept responsibilities and commitments requested by NEA, NEA-SP, NSEA and SEAN.

To be responsible for contacting each chapter in the state periodically during the year.

To be spokesperson-at-large for SEAN.

To serve as a member of the NSEA Board of Directors.

To be representative to NEA-SP national meetings.

(b) The duties of the state Vice President shall be:

To assume presidential responsibilities in the absence of the President.

To share the responsibilities of contacting the chapters.

To act as State Membership co-chair with the SEAN Underclass Representative.

To serve as an observer to one of the NSEA ad hoc committees, if so appointed by the SEAN president.

To maintain social media sites in collaboration with the Underclass Representative.

To publish and distribute quarterly newsletter to advertise chapter, state and national activities (See Article VI, Sec. 4. d.).

To carry out any duties as assigned by the state President.

(c) The duties of the state Secretary shall be:

To keep the minutes of all Executive Committee meetings and prepare for distribution to all chapters within 15 days of each meeting.

To keep a list of all chapter officers and sponsors.

To distribute information to the chapters at the President's request.

To keep in touch with the NEA-SP and secure information for the chapters that the President deems advisable.

To record the proceedings of the SEAN Delegate Assembly and submit such proceedings to the SEAN organizer not later than 30 days after the close of Delegate Assembly.

To serve as an observer to one of the NSEA ad hoc committees if so appointed by the SEAN President.

To send the SEAN Executive Committee meeting proposed agenda through e-mail to all chapter presidents a week prior to the set date.

To perform other duties as directed by the President.

**The Underclass Representative can be elected as a freshman or sophomore at Delegate Assembly and serve the following year as a sophomore or junior. Duties of the Underclass Representative are:**

To represent the views and interests of underclass SEAN members during meetings of the Executive Committee.

To keep a digital portfolio of SEAN activities including pictures, flyers, and memorabilia.

To co-chair the membership committee with the SEAN Vice President.

To maintain social media sites in collaboration with the SEAN Vice President.

To perform other duties as directed by the state President and Executive Committee.

**SECTION 6. Vacancy**

**In case any state officer cannot perform their duties, or is seen to be unfit to perform their duties:**

A written list of grievances must be presented to the Executive Committee and the officer in question by any member or members of SEAN.

The officer so charged shall have the right to appear, with council, before the Executive Committee to respond to the charges and present their case within 30 days of notification of grievances.

A majority vote of the Executive Committee is required to remove and replace said officer through due process.

**When an office is vacated during a term of office:**

In the event of a vacancy in the office of the President, the Vice President shall become the President and assume the duties and authority of that office for the remainder of the term.

In the event of a vacancy in the office of the Vice President, the Secretary shall become the Vice President and assume the duties and authority of that office for the remainder of the term.

In the event of a vacancy in the office of the Secretary, a member of the Executive Committee shall become Secretary and assume the duties and authority of that office for the remainder of the term. The Executive Committee shall vote on the replacement.

In the event of a vacancy in the office of Underclass Representative, the President will notify chapters of the vacancy. Chapters will nominate freshman or sophomore candidates to the Executive Committee. The Executive Committee will elect the new Underclass Representative.

In the event of a vacancy in the office of Regional Representative, the President will notify chapters of the vacancy. Chapters will nominate candidates to the Executive Committee. The Executive Committee will elect the new Regional Representative.

In the event of a vacancy, an officer has the right to decline the change in succession.

The SEAN president shall be responsible for notifying chapters of vacancies created by the succession of officers.

**Article V: Regions**

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SEAN membership shall be divided into the following regions: Metro, Northeast, Southeast, Western.

**Article VI: Executive Committee**

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**SECTION 1.** Composition.

The Executive Committee shall be composed of the four elected state officers, four Regional Representatives, an Outreach to Teach Coordinator, and a Technology Specialist, as needed.

Each SEAN region will be entitled to one representative.

**SECTION 2.** The duties of Regional Representatives shall be:

To represent the region at the state level.

To provide direct assistance in chapter membership drives.

To foster communication with SEA chapters in their region by contacting either the chapter president or advisor by e-mail or telephone once a month.

To serve as an advisor to one of the NSEA ad hoc committees if so appointed by the SEAN president.

To collect and present regional chapter activity reports at each SEAN Executive Committee meeting.

**SECTION 3.** Duties of Outreach to Teach coordinator shall be:

To work in collaboration with the chosen school district and the SEAN Executive Committee to plan and execute Outreach to Teach.

**To act as spokesperson and the main contact between the chosen school district and the SEAN Executive Committee throughout Outreach to Teach.**

**To coordinate the selection process for the next Outreach to Teach.**

**SECTION 4.** The duties of Executive Committees shall be:

To administer the policies and priorities of SEAN.

To serve in the capacity of planning, coordinating and conducting the work of all state meetings and leadership conferences.

To coordinate regional meetings.

To publish a newsletter four times a year, in an endeavor to advertise chapter, state and national activities to potentially increase membership. The newsletter shall be published in September, December, February and April.

**SECTION 5.** An unexcused absence by a state Executive Committee member from two state Executive Committee meetings will constitute a vacancy in that position.



## **Article VII: Rules of Procedure**

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**SECTION 1.** Parliamentary Procedure. All parliamentary procedure will be in accordance with the current revised edition of Robert's Rules of Order.

### **SECTION 2.** Voting

At all State Executive Committee meetings, each member of the committee shall have one vote.

Required votes for all measures shall be a simple majority unless otherwise specified in the bylaws.

Voting at the Delegate Assembly:

Voting will be by delegates in attendance.

Each chapter with at least three (3) active members on the NSEA membership roles as of March 1 of the association year will be entitled to at least three (3) voting delegates.

Each chapter will have one (1) delegate for each twenty (20) members (or major faction thereof).

Any SEAN member is eligible to serve as a delegate to Delegate Assembly.

Delegates to the Delegate Assembly shall be determined annually by election from each local chapter.

The Executive Committee of SEAN shall be ex-officio voting delegates to the Delegate Assembly.

**SECTION 3.** Quorum. A quorum for any SEAN meeting shall be a simple majority of the members present and voting.

### **SECTION 4.** Election of state officers.

Each prospective candidate for state office shall be formally nominated from the floor at SEAN Delegate Assembly.

**The election of all officers, state and regional, shall occur at Delegate Assembly.**

**Elections shall be held in descending order by rank.**

**Prospective candidates may file for no more than two state office positions at any one Delegate Assembly.**

**All run-off elections shall be between the two candidates with the most votes.**

**SECTION 5.** Election of Regional Representatives.

Each region shall elect, during the regional meeting at Delegate Assembly, a Regional Representative to serve as a member of the SEAN Executive Committee.

Each delegate will be limited to one vote during elections of Regional Representative.

**SECTION 6.** Appointment of Ex-Officio Members.

Outreach to Teach Coordinator:

Candidates for Outreach to Teach Coordinator must be from the region of the upcoming Outreach to Teach (the one they will be responsible for).

The rotation of Outreach to Teach will be as follows: Western, Southeast, Metro, Northeast, repeat.

Outreach to Teach Coordinator will be selected by majority vote of the SEAN Executive Committee.

**SECTION 7.** Duties of delegates to Delegate Assembly:

To set SEAN goals and objectives for the following year.

To establish the SEAN policies and bylaws.

To approve the annual SEAN budget.

To elect the state Executive Committee.

To elect delegates to the NSEA Delegate Assembly (number of delegates decided by NSEA Bylaws).

**SECTION. 8.** Copies of the minutes of the Delegate Assembly shall be sent to each chapter within sixty (60) days of the Delegate Assembly.

## **Article VIII: Meetings**

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**SECTION I.** NEA Representative Assembly

SEAN delegates to the NEA Representative Assembly shall be selected in accordance with NEA policy.

Any SEAN member is eligible to serve as a delegate to the NEA Representative Assembly.

The delegate(s) shall be elected by an every member ballot after March 15th of the association year.

**SECTION 2.** NEA-SP National Meeting

The SEAN President shall be a representative to the annual NEA Student Program meeting.

SEAN delegates to the NEA Representative Assembly shall serve as delegates to the NEA-SP National meeting.

**SECTION 3.** State and Regional Meetings. These meetings will be held annually in accordance with the recommendation of the Executive Committee.

## **Article IX: Amendments**

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**SECTION 1.** Amendments to these Bylaws may be proposed by any chapter or the state Executive Committee and shall be made available to chapter officers prior to the Delegate Assembly at which the vote will be taken. This restriction may be waived by a three-fourths (3/4) vote of delegates in attendance at the Delegate Assembly.

**SECTION 2.** Adoption of Amendments. Amendments to these Bylaws shall be adopted by an affirmative vote of two-thirds (2/3) of the voting delegates present.

**SECTION 3.** Consideration of Amendments. Amendments to these Bylaws may be considered at Delegate Assembly.