

**Regional Bylaws**  
**Adopted April 7, 2005**  
**Amended March 4, 2010**  
**By Regional House of Delegates**

**ARTICLE I**  
**NAME**

The name of this organization shall be **Region 3E** of the Texas State Teachers Association (TSTA), hereafter known as the Association.

**ARTICLE II**  
**PURPOSE**

The Association shall: In consultation with TSTA and working through the TSTA Area Organizing Team develop programs and a program delivery system that assists local affiliates in promoting membership, communication, cooperation, and leadership development; make recommendations to the TSTA President, the state Board of Directors, the TSTA standing and special committees and the TSTA House of Delegates; encourage the activities of the Texas Future Teachers of America and Texas Student Education Association; hold a regional House of Delegates annually; develop in consultation with TSTA and the TSTA Area Organizing Team an adequate program of governance activities, training, and calendar of events; take any other action consistent with the TSTA Bylaws; and not oppose, outside the Association's policy making process, any policy or program of TSTA.

**ARTICLE III**  
**MEMBERSHIP**

**Section 1. Membership**

The membership in this Association shall consist of the members within the geographical boundaries set for the Region by the TSTA Board of Directors. The membership classes shall be those defined in Article III, Section 2 of the TSTA Bylaws.

**Section 2. Fiscal and Membership Year**

The fiscal and membership year shall be from September 1 to August 31.

**ARTICLE IV**  
**OFFICERS**

All officers shall be elected by the House of Delegates and shall take office on July 15. The officers of this Association shall consist of a President who shall also serve as the State Board of Director member, a Vice President who shall also serve as the Alternate State Board of Director member, a secretary, and a treasurer. The President and Vice President shall be elected to two-year terms and shall not serve more than four consecutive years. The secretary and treasurer shall be elected to two-year terms on alternating years from the election of the President and Vice President.

## **Section 1. The President**

### **A. Qualifications**

The qualifications for President are: be actively engaged in education profession within the state at the time of election; have held active, ESP, or life membership in TSTA for at least three consecutive years preceding election; be employed as a nonsupervisory member; be employed within the Region; and maintain membership status and educational position within TSTA during the term of office.

### **B. Duties**

The President shall:

1. Plan and preside at all meetings of the Regional Executive Committee and Regional House of Delegates;
2. With the approval of the Regional Executive Committee appoint all standing committees, special committees and task forces;
3. Serve ex-officio with a vote on all standing and special committees;
4. Approve all communications sent out in the name of the Association;
5. Co-sign all checks with the Treasurer;
6. Serve as the TSTA Board of Director member;
7. Submit by June 1 annually a list of officers and updated bylaws and/constitution; and
8. Serve as a member of the TSTA Area Organizing Team.

### **C. Majority Minority Regions**

If a Region is majority minority and does not elect a minority Regional President for four consecutive years, then the region shall elect a minority Regional President at its next House of Delegates.

## **Section 2. Vice President**

### **A. Qualifications**

The qualifications for Vice President are: be actively engaged in the education profession within the state at the time of election; have held active, ESP, or life membership in TSTA for at least three consecutive years preceding election; be employed as a nonsupervisory member; be employed within the Region; and maintain membership status and educational position within TSTA during the term of office.

### **B. Duties**

The Vice President shall:

1. Preside in the absence of the President;
2. Be responsible for planning the Regional House of Delegates;
3. Be the alternate to the TSTA Board of Directors and Area Organizing Team;
4. Succeed to the office of President upon the death or resignation of the President;
5. Coordinate the Regional Association Representative Training; and
6. Serve as liaison to TSTA-R, TSEA, and ESP organizations in the region.

### **Section 3. Secretary**

#### **A. Qualifications**

The qualifications for Secretary are: be actively engaged in education profession within the state at the time of election; have held active, ESP, or life membership in TSTA for at least three consecutive years preceding election; be employed as a nonsupervisory member; be employed within the Region; and maintain membership status and educational position within TSTA during the term of office.

#### **A. Duties**

The Secretary shall:

1. Be responsible for sending notification of all meetings to the Regional Executive Committee;
2. Keep records of all the meetings of the Regional Executive Committee and House of Delegates; and
3. Send a copy of the minutes to all members of the Regional Executive Committee and the TSTA Organizing Center for Affiliate and Leadership Development after each meeting.

### **Section 4. Treasurer**

#### **A. Qualifications**

The qualifications for Treasurer are: be actively engaged in education profession within the state at the time of election; have held active, ESP, or life membership in TSTA for at least three consecutive years preceding election; be employed as a nonsupervisory member; be employed within the Region; and maintain membership status and educational position within TSTA during the term of office.

#### **A. Duties**

The Treasurer shall:

1. Be chair of the Budget Committee;
2. Keep an accurate account of all receipts and disbursements for the district treasury;
3. Make a report at all Regional Executive Committee meetings and the House of Delegates;
4. Cooperate fully with the Audit Committee; and
5. Co-sign all checks with the President

### **Section 5. Vacancies**

Vacancies in the offices of President and Vice President shall be filled in accordance with TSTA Bylaws Section Article VII, Section 5, C, D, E. All other vacancies shall be filled by election by the Regional Executive Committee until the next House of Delegates.

**ARTICLE V**  
**REGIONAL EXECUTIVE COMMITTEE**

**Section 1. Composition**

The Regional Executive Committee shall be composed of elected regional officers, regional local presidents, including as ex-officio members without a vote the presidents of TSTA-R, TSEA, and TFA locals, additional local representative(s) for each additional 200 members or major fraction thereof, and at-large members as needed. Each local that receives additional representatives shall establish a procedure for electing them. Emergency meetings may be called by the President, by request of a majority of the Regional Executive Committee, or by petition of 10% of the membership.

**Section 2. Duties**

The Regional Executive Committee shall:

1. Approve the budget by August 1;
2. Attend to the business of the Association in the interval between annual meetings of the House of Delegates;
3. Carry out the programs and policies of the House of Delegates;
4. Receive, approve, or modify all reports from standing and special committees;
5. Approve members of all committees;
6. Approve the time and place of the House of Delegates;
7. Approve the Regional Grant proposals for submission to TSTA;
8. Develop and evaluate the Region's Program Plan;
9. Assist locals in obtaining and coordinate leadership training programs;
10. Coordinate and assist local membership promotion efforts; and
11. Organize for effective political action.

**Section 3. Vacancies/Removal From Office**

Each local shall develop its own election procedure for filling its vacant positions on the Regional Executive Committee. At large member vacancies shall be filled by election by the Regional Executive Committee until the next House of Delegates.

Members of the Regional Executive Committee who are absent from three scheduled meetings or who work actively for a competing organization shall be removed from office. He/She shall have the right to appeal the decision to the Regional Hearing Committee who shall have final authority. The Regional President and Regional Vice President can only be removed from office by TSTA Hearing Committee.

**Section 4. Quorum**

A quorum of the Regional Executive Committee shall consist of a majority of its members.

**Section 5. Proportional Representation**

The Regional Executive Committee shall guarantee ethnic-minority representation at least proportionate to its ethnic-minority membership and provide for proportional representation between nonsupervisory and supervisory members. If at the first meeting of the year the Regional Executive Committee is out of compliance with the proportional representation requirement, then at large members shall be appointed to one-year terms to bring the Regional Executive Committee into compliance.

**Section 6. Weighted Vote**

The Regional Executive Committee shall utilize the weighted vote process on request by a member of the Regional Executive Committee to implement the one person/one-vote standard.

## **Section 7. Subcommittees of the Regional Executive Committee**

### **A. Program and Budget**

The Program and Budget Committee shall be composed of the President, the Vice-President, four members appointed from the Regional Executive Committee by the President and approved by the Regional Executive Committee, and the Treasurer who shall be chair.

1. The function of the Program and Budget Committee shall be to:
  - prepare a program budget;
  - and to receive proposed amendments to the budget during the year and make recommendations to the Regional Executive Committee.

### **B. Other Subcommittees**

The Regional Executive Committee may divide itself into other subcommittees as necessary.

## **ARTICLE VI COMMITTEES**

### **Section 1. Committees**

There shall be the following standing committees: Audit and Hearing. All committees shall be appointed by the President with the approval of the Regional Executive Committee except the Audit Committee, which shall be elected by the Regional House of Delegates.

#### **A. Composition**

1. The Audit Committee shall be composed of five members elected by the House of Delegates. No member of the Regional Executive Committee may run for a position on the Audit Committee. The President shall appoint a chair from the winning candidates.
2. All other committees shall be composed of no less than three members.

#### **B. Purposes**

1. The Audit Committee shall submit an audit report covering all receipts and disbursements beginning September 1<sup>st</sup> and ending August 31<sup>st</sup> of the current year to the Regional Executive Committee. In addition a copy of the audit must be transmitted to TSTA within sixty days from the end of the terms of the outgoing district officers for the year that has just concluded.
2. The Hearing Committee shall hear charges against the officers, Regional Executive Committee members, or individual members of the Association.
3. Any other committees shall coordinate programs and activities to meet the needs of the members of the region.

### **Section 2. Task Forces**

Other task forces may be initiated by the President, Regional Executive Committee, or House of Delegates (e.g. convention, credentials, and elections).

**ARTICLE VII**  
**HOUSE OF DELEGATES**

**Section 1. Composition**

The composition of the Regional House of Delegates is stipulated in the TSTA Bylaws Article IV, Section 2, D, 1. The ratio for local delegates shall be one delegate for each twenty-five members or major fraction thereof. Locals of less than twenty-five delegates shall cluster with other local associations in the region. The election and seating of delegates to the Regional House of Delegates shall be conducted according to TSTA Board of Director Policy EP-12.

**Section 2. Purposes**

The Regional House of Delegates shall:

- a. Adopt regional bylaws/standing rules amendments;
- b. Elect regional officers;
- c. Receive reports and act on recommendations of the officers, Regional Executive Committee, and other committees;
- d. Act as the highest decision-making body of the region except when the TSTA Bylaws give exclusive powers to the officers or the Regional Executive Committee;
- e. Elect the Audit Committee.

**Section 3. Rules of Procedure**

All elections must be conducted by open nominations and secret ballot. The House of Delegates shall have the authority to make its own rules of procedure in the conduct of its business, and when otherwise not provided, *Robert's Rules of Order, Newly Revised* shall govern parliamentary procedure.

**Section 4. Quorum**

A quorum shall consist of a majority of the delegates.

**Section 5. Limitation of Authority**

Any act either by the Regional Executive Committee or House of Delegates in conflict with the constitution, bylaws, or policies of TSTA or NEA shall be null and void.

**ARTICLE VIII**  
**DUE PROCESS**

The Association shall guarantee that no member will be censured, suspended, expelled, or impeached without a due process procedure, which shall include an appellate procedure.

**ARTICLE IX**  
**PARLIAMENTARY AUTHORITY**

*Robert's Rules of Order, Newly Revised* shall be the authority on all questions of procedure not specified in the Bylaws and Standing Rules.

**ARTICLE X**  
**AMENDMENT PROCESS**

These Bylaws may be amended by two-thirds vote of those present and voting at any meeting of the House of Delegates.