

SoCal Writing Centers Association Constitution

March 11, 2014

Last revised January 8, 2019

Article I: Name and Objective

Section 1: The name of the organization shall be the Southern California Writing Centers Association, hereafter referred to as SoCal WCA.

Section 2: As an affiliate organization of the International Writing Centers Association (IWCA), the SoCal WCA supports and promotes the scholarship and professional development of writing centers in the following ways: 1) sponsor events and conferences; 2) forward scholarship and research; 3) enhance the professional landscape for writing centers.

Article II: Membership

Section 1: Membership is open to any individual who is a member of an educational institution.

Article III: Governance: Officers

Section 1: Officers will be Past President, President, Vice President, Treasurer, Secretary, Two-Year College Rep, Web Editor, and representative to IWCA.

Section 2: Officers will be elected as stipulated in Article VI and Article VII.

Section 3: Terms of office will commence immediately after the last Directors' meeting of the academic year, unless the term fills a vacancy (see Article VII).

Section 4: Terms of office will be two years each. All offices except for President and Vice President are renewable.

Section 5: Terms will be staggered; to establish stagger, term lengths may be temporarily adjusted as outlined in Bylaws.

Section 6: Officers will maintain IWCA memberships during terms of office.

Section 7: All Officers will be those individuals who direct, coordinate, or are otherwise directly associated with writing centers within SoCal WCA.

Section 8: The duties of all Officers will be those set forth in Bylaws.

Section 9: An elected Officer may be removed from office for sufficient cause upon unanimous recommendation of the other Officers.

Article IV: Governance: Committees and Working Groups

Section 1: Standing committees will be named in Bylaws.

Section 2: Subcommittees, task forces, and other working groups will be commissioned by the President, constituted and charged by the Officers.

Article V: Meetings and Events

Section 1: Under the leadership of the Conferences Committee, the SoCal WCA will regularly sponsor professional development events as specified in Bylaws.

Section 2: Event hosts will be selected according to procedures outlined in Bylaws; the relationship between hosts and the SoCal WCA will be detailed in Bylaws.

Section 3: Directors meetings will be held at least three times per year, as is possible.

Article VI: Voting

Section 1: All individual members are entitled to vote for Officers and constitutional amendments. Except as specifically stated elsewhere in the Constitution or Bylaws, a simple majority of votes cast will be required for an action.

Section 2: Voting procedures will be specified in Bylaws.

Article VII: Nominations, Elections, and Vacancies

Section 1: The Web Editor will call for nominations; candidates may nominate themselves, or any member may nominate another member who agrees to be nominated.

Section 2: To be eligible, candidates must be SoCal WCA members in good standing.

Section 3: The elections timetable will be specified in Bylaws.

Section 4: If the office of President becomes vacant before end of term, the Past President will fill the role until the next annual election.

Section 5: If any other Officer position becomes vacant before term, the remaining Officers will make a temporary appointment effective until the next annual election.

Article VIII: Finances and Financial Relationships

Section 1: Main revenue sources include revenues from SoCal WCA-sponsored events as detailed in Bylaws.

Section 2: All Officers are authorized to sign financial contracts and reimburse expenses on behalf of the organization according to conditions set forth in Bylaws.

Section 3: All revenues and expenditures will be accounted for and reported by the Treasurer in compliance with all IRS regulations pertinent to nonprofit status.

Section 4: Should the organization dissolve, the Officers will oversee the distribution of assets in compliance with IRS regulations (as set forth in Article X, Section 5).

Article IX: Constitution and Bylaws

Section 1: SoCal WCA will adopt and maintain a Constitution outlining the organization's principles and a set of Bylaws outlining implementation procedures.

Section 2: Amendments to the Constitution or Bylaws may be proposed by 1) the Officers; 2) by two-thirds vote of members attending a SoCal WCA General Meeting; or 3) by petitions signed by 15 members and forwarded to the President.

Section 3: Changes to the Constitution are enacted upon a majority of votes cast by the

membership.

Section 4: Voting procedures are stipulated in Article VII.

Article X: IRS Regulations to Maintain Tax Exempt Status

The SoCal WCA and its affiliates shall comply with the requirements to be exempt as an Organization described in section 501(c)(3) of the Internal Revenue Code: Section 1: Said organization is organized exclusively for charitable, religious, educational, or scientific purposes, including, for such purposes, the making of distributions to organizations that qualify under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code. Section 2: No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organizations shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Section 1 hereof and in Article I of this constitution. Section 3: No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Section 4: Notwithstanding any other provision of these articles, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code. Section 5: Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

