

# Southern Association of Colleges with Associate Degrees

## CONSTITUTION

of the

## SOUTHERN ASSOCIATION OF COLLEGES WITH ASSOCIATE DEGREES

### I. NAME

The name of this Association shall be the “Southern Association of Colleges with Associate Degrees.”

### II. MISSION

The Southern Association of Colleges with Associate Degrees (SACAD) provides a unified professional voice to address regional and national issues that have an impact on policies, procedures and practices related directly to associate degree granting institutions. The SACAD consists of accredited member institutions served by the Southern Association of Colleges and Schools Commission on Colleges who offer more than 50% of their total degrees at the associate degree level. The SACAD provides opportunities for its membership to engage in professional development activities through scholarly publications, activities and events. The SACAD advocates and embraces the mission and goals of the Southern Association of Colleges and Schools Commission on Colleges.

### III. MEMBERSHIP

- A. Any member institution accredited by the Southern Association of Colleges and Schools Commission on Colleges who offer more than 50% of their total degrees at the Associate Degree level may become a member of SACAD by paying the annual dues.
- B. Each member institution shall be entitled to one vote in all matters brought before the meetings of the Association.

### IV. OFFICERS

- A. The officers shall consist of a President, Vice President, and Immediate Past President, who shall perform the usual duties associated with their offices.
- B. The President and Vice President, shall be elected at the December meeting of the SACAD Board. All officers may serve either one or two-year terms.

## **V. EXECUTIVE SECRETARY-TREASURER**

- A. An Executive Secretary-Treasurer will be selected by the Board and may be a current Board member or a non-Board member that is under contract to provide services for the Board.
- B. If a non-Board member is selected to serve in this capacity, a memorandum of agreement that outlines scope of services and appropriate compensation will be documented in a written format.

## **VI. BOARD OF DIRECTORS**

- A. The SACAD Board shall consist of eleven (11) members; namely, President, Vice President, Immediate-Past-President, and eight (8) other chief executives of member colleges to be elected to terms of three years. Each state shall have one Board member.
- B. The SACAD Board of Directors shall have full authority to act for the Association when the Association is not in session. It shall, however, seek at all times to make its actions conform to the general policies of the Association.
- C. The meetings of the SACAD Board of Directors shall be called at the discretion of the officers of the Association.
- D. All officers and all members of the SACAD Board shall be Chief Executive Officers of eligible member institutions in the Association.

## **VII. MEETINGS**

There shall be one Annual Meeting of the Association to be held at the time and place of the Annual Meeting of the Southern Association of Colleges and Schools Commission on Colleges. A quorum shall consist of those members present at the annual meeting.

Other meetings may be called by the SACAD officers as circumstances may require.

## **VIII. DUES**

Changes in the dues shall be fixed by majority vote of the SACAD board. Any institution that fails to pay dues for a period of two years, after receiving dues notice from the Executive Secretary-Treasurer, shall be dropped from the roll.

**IX. STANDING COMMITTEES**

Standing Committees may be appointed by the President. The President shall also appoint a Committee on Nominations for Officers and Board Members, an Audit Committee, and such special committees as the SACAD Board may create.

**X. AMENDMENTS**

This Constitution may be changed on one year's notice by majority vote at an Annual Meeting. The By-Laws may be changed at the Annual Meeting by majority vote of those present.

Revised 4-25-16

SACAD President

Date

SACAD Vice-President

Date