

CONSTITUTION OF THE  
MISSISSIPPI ASSOCIATION OF COMMUNITY COLLEGES  
ACADEMIC OFFICERS

**February  
2020**

ARTICLE I – NAME

The name of this association shall be as follows:

THE MISSISSIPPI PUBLIC JUNIOR COLLEGE ACADEMIC DEANS ASSOCIATION

THE MISSISSIPPI PUBLIC COMMUNITY AND JUNIOR COLLEGE ACADEMIC DEANS ASSOCIATION

(Amended June 12, 1988, to new name)

THE MISSISSIPPI COMMUNITY AND JUNIOR COLLEGE CHIEF ACADEMIC OFFICERS AND DEANS ASSOCIATION

THE MISSISSIPPI COMMUNITY AND JUNIOR COLLEGE ACADEMIC OFFICERS ASSOCIATION

(Amended June 22, 2007, as the new name of the association)

THE MISSISSIPPI ASSOCIATION OF COMMUNITY COLLEGES ACADEMIC OFFICERS

(Amended February 19, 2020, as the new name of the association)

ARTICLE II – PURPOSE

It shall be the purpose of this organization to:

- A. Consider academic policies concerning curriculum and instructional matters.
- B. Maintain an open channel of communication between the Mississippi Association of Community Colleges Academic Officers and other administrative organizations in the State of Mississippi.

ARTICLE III – MEMBERSHIP

Section 1: Membership in this association shall be opened to academic officers of the public community and junior colleges of this state.

Membership from each of the participating college districts shall be determined by each district in accordance with the following provisions:

1. That the responsibility of such member(s) shall be the direction and/or supervision of academic affairs.
2. That in case where there is a vote, there shall be only one vote cast per member district – voting member to be determined by each college district.
3. That each member must pay annual dues/fees as set by the association.

Section 2: The Associate Executive Director for Academic and Student Affairs of the Mississippi Community College Board shall be an ex-officio member of this association.

ARTICLE IV – EXECUTIVE COUNCIL

Section 1: Composition – The Executive Council shall consist of the elected officers of the association and two members (the immediate past President and one member elected by the group at large.)

Section 2: Duties – The Executive Council shall:

- A. Outline and direct the work of the association from year to year.
- B. Present to the association at the October meeting the program of work for the ensuing year.
- C. Plan the financing of the association.
- D. Appoint all committees.
- E. Make recommendations to the association as to the future work of the association.

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ARTICLE V – OFFICERS OF THE EXECUTIVE COUNCIL

Section 1: The elected officers of this association shall be these:

President, a Vice President, a Secretary, a Treasurer, and two Council Members (the immediate past president and a member elected by the group at large).

Section 2: Term of office for all elected officers shall extend from election to election of new officers.

ARTICLE VI – DUTIES OF THE OFFICERS

Section 1: The express duties of the President shall be as follows:

- A. To preside at all meetings of the association.
- B. To fill and appoint all vacancies that may occur among the officers, the committees, and the Executive Council.
- C. To disburse funds of the association along with the Treasurer.
- D. To serve as an ex-officio member of all committees.
- E. To serve a one-year term.
- F. To serve as a member of the Executive Council for the immediate year after leaving the presidency.

Section 2: The express duties of the Vice President shall be as follows:

- A. To preside at the meetings in the absence of the President.
- B. To discharge the duties of the President until a President can be elected upon the inability of the President to discharge said duties.
- C. To plan and organize the summer conference.
- D. To serve a one-year term.
- E. To serve as President for the immediate year after leaving the Vice Presidency.

Section 3: The duties of the Secretary shall be as follows:

- A. To record the minutes of all business meetings of the association and of all meetings of the Executive Council.
- B. To distribute the minutes to all members of the association.
- C. To archive minutes in the designated location.
- D. To serve a two-year term.
- E. To serve as Vice President for the immediate year after leaving the position of Secretary.

Section 4: The duties of the Treasurer shall be as follows:

- A. To receive all monies for special events for the association and pay out same, and make a written financial report annually.
- B. To report the status of the treasury at association meetings.
- C. To serve for a two-year term.
- D. To serve as Vice President for the immediate year after leaving the position of Treasurer.
- E. Note: Association vote of an individual to the position of treasurer indicates the association's approval to add the individual's name to the association's checking account. The Treasurer's name will remain on the account until after he/she has served as immediate Past President for one year.

Section 5: The duties of the Council Member at Large:

- A. To serve a one-year term
- B. To fill the vacancy left by either the Secretary or the Treasurer in the upward rotation of officers.
- C. Note: To serve in this capacity, the individual must have been an active member of the association

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for a minimum of two years.

ARTICLE VII – MEETINGS

Section 1: Meetings of the association shall be as follows:

- A. There shall be four regular meetings held annually:
  - a. October meeting
  - b. February meeting
  - c. April meeting
  - d. Summer meeting – to be set by Executive Council
- B. Other meeting(s) shall be arranged for and called at the discretion of the Executive Council.
- C. A simple majority of member college districts present shall constitute a quorum.
- D. All votes will require a simple majority of member college districts present unless otherwise provided in this Constitution.

ARTICLE VIII – ELECTIONS

Section 1: The elections shall be held every year at the summer meeting. Advance publicity concerning this meeting will be presented to members of the association by the President and the Executive Council.

Section 2: Nomination of officers shall be made by a nominating committee and may also be made from the floor.

Section 3: Voting shall be by a voice vote unless one or more members request a roll call vote; the vote then shall be by a show of hands, with one vote per member college district.

ARTICLE IX – COMMITTEES

Section 1: The Executive Council of the association shall appoint all committees as needed.

Section 2: The following are standing committees of the association:

- |                 |                                |                                   |
|-----------------|--------------------------------|-----------------------------------|
| • Accreditation | • Curriculum Alignment         | • Nominations                     |
| • Articulation  | • Distance Learning/Technology | • Uniform Course Numbering System |
| • Calendar      | • Dual Credit/Dual Enrollment  |                                   |

ARTICLE X – AMENDMENTS

Section 1: This Constitution may be amended by a two-thirds majority of the membership at a regular meeting. (Example: 15 member districts, 10 affirmative votes required.)