



## **STATE CONSTITUTION & BYLAWS**

### **ARTICLE I -- NAME**

The official name of this state association is the Arkansas Intramural-Recreational Sports Association (AIRSA).

### **ARTICLE II -- PURPOSE**

The purpose of the Association shall be to foster and enhance the equality of recreational sports programs, facilities, and services in various settings throughout the state of Arkansas. This may be accomplished through professional meetings, publications, and/or other methods for the dissemination of ideas. All policies and activities shall be consistent with the philosophy of the National Intramural-Recreational Sports Association (NIRSA).

### **ARTICLE III -- MEMBERSHIP**

#### **Section 1 -- Professional**

AIRSA professional membership shall be free for any current NIRSA professional member which is affiliated with an institution/agency within the state. Members are entitled to all rights and privileges of the Association. Non-NIRSA members are welcome to participate in the Association's activities, but do not have a vote at any business meeting.

#### **Section 2 -- Student**

AIRSA student membership shall be free for any current NIRSA student member; undergraduate or graduate, which is affiliated with an institution/agency within the state. Student members shall receive all newsletters, shall be entitled to attend all meetings and may hold appointive positions on committees. Student members shall not be eligible to vote on official business at any state business meeting, nor can they hold an elective office.

#### **Section 3 -- Institutional**

To be considered as an AIRSA institutional membership shall be free for any current NIRSA institutional member.

## ARTICLE IV -- STRUCTURE

### Section 1

The Association shall be a state organization and a state association member within the NIRSA. The Association shall meet the following criteria to maintain state association membership within the NIRSA:

- A. Maintain consistency of purpose within the NIRSA.
- B. Minimum of 55% of the Association's professional members must also hold a professional membership in the NIRSA.
- C. Each elected officer in the Association shall be a NIRSA member and affiliated with the NIRSA institution within the state of Arkansas.
- D. The State Director must be able to provide appropriate materials for periodic review to assure that the NIRSA's intended purpose is being maintained.
- E. The State Director's term of office must coincide with the term of the Region IV Regional Representative of the NIRSA.
- F. At the end of the AIRSA Business Meeting (held at the Annual National Conference) newly elected Officers will assume leadership of the association.

### Section 2

There may be indirect affiliation with the American Alliance of Health, Physical Education, Recreation, Dance; National Recreation Parks Association; or other state or national organizations.

### Section 3

An Executive Committee shall be formed to serve the membership in conducting the business of the Association.

## ARTICLE V -- OFFICERS

There shall be two types of officers- professional elective and appointive.

### Section 1 -- Professional Elective Office

The *professional elective officer* of the Association shall be the State Director, Assistant State Director, and Secretary. Such officer shall be a NIRSA member and affiliated with the NIRSA institution within the state of Arkansas.

The term of professional elective offices shall be two years and must coincide with the term of the Region IV Regional Representative of the NIRSA.

Newly elected officers shall assume their responsibilities when the new Director assumes the State Director positions at the NIRSA Annual Conference.

Newly elected officers shall assume their responsibilities when the new representative assumes the position at the NIRSA Annual Conference.

## Section 2 -- Appointed Office

The *appointed office* shall be the Student Representative. Such officer shall be a NIRSA member and affiliated with an institution within the state of Arkansas.

The terms of this appointment shall be for one year and be appointed by the Region IV Student Representative. The period of the office must run from state business meeting to state business meeting held at the Annual NIRSA Conference.

Newly appointed officers shall assume their responsibilities when the new Student Representative assumes the position at the NIRSA Annual Conference.

## Section 3

The management of the Association shall be entrusted to the Executive Committee, which shall consist of the State Director, Assistant State Director, Secretary, and Student Representative.

## Section 4 -- Duties of Officers

- A. **State Director** shall preside at all meetings, enforce the by-laws, and carry out the will of the membership. The State Director shall prepare and distribute the state newsletter. He/she shall coordinate the election or appointment of all officers and/or committees. In the event the State Director's office becomes vacant, the Assistant State Director shall assume all duties in his/her absence and in the event of an unexpired term being vacated by the State Director.
- B. **Assistant State Director** shall serve as the chair of the Extramural Committee and an advisor/consultant in the operation of the AIRSA state Flag Football, Basketball, and Softball Championships. In the event the Assistant State Director's office becomes vacant, the Secretary shall assume all duties in his/her absence and in the event of an unexpired term being vacated by the Assistant State Director.
- C. **Secretary** shall keep minutes of all meetings and maintain an updated mailing list of members. He/she will maintain a current copy of the Association By-Laws. In the event the Secretary's office becomes vacant, the State Director will appoint an interim Secretary until the next scheduled business meeting. The Secretary shall assume the duties of the Vice-President in his/her absence and shall succeed to the position of State Director in the event that an unexpired term cannot be completed by the State Director and/or Assistant State Director.
- D. **Student Representative** shall provide student-oriented information for the newsletter and coordinate information among current institution members. The student representative will work closely with the AIRSA State Director, National Student Representative, and Region IV Student Representative. In the event the Student Representative office becomes vacant, the State Director will appoint an interim Student Representative until the next scheduled business meeting.

All officers are responsible for:

- Promoting awareness, interest, and involvement in AIRSA
- Submitting reports/updates for AIRSA newsletters
- Encouraged to attend and speak at state business meetings and the NIRSA Annual Conference
- Assisting in development of short and long range goals and objectives

## **ARTICLE VI -- MEETINGS**

### **Section 1**

Each year a state business meeting will be conducted at the Annual NIRSA Conference.

### **Section 2**

The Association membership in attendance or half of the state member network, whichever is less, shall constitute a quorum for all state business meetings. Procedures as indicated in *Robert's Rules of Order* shall be followed.

## **ARTICLE VII -- COMMITTEES**

### **Section 1 -- Extramural Committee**

Extramural Committees shall be appointed by the State Director and approved by the membership at the first subsequent state business meeting.

All extramural events are governed by the AIRSA Extramural Handbook that is set forth by the committee and voted upon by the AIRSA members.

### **Section 2 -- Ad-hoc Committees**

Ad-Hoc Committees shall be appointed by the State Director as deemed necessary.

## **ARTICLE VIII -- FEES AND DUES**

### **Section 1**

AIRSA membership shall be free for any current NIRSA member who is affiliated with a NIRSA state institution. Membership dues shall be determined by a majority vote of the Association members at any state business meeting.

## **ARTICLE IX -- AMENDEMENTS AND BYLAWS**

### **Section 1**

This constitution may be amended at any state business meeting of the Association, provided that two-thirds of the quorum approve. By-Laws may be adopted by a majority vote of the quorum at any state business meeting.