

BY-LAWS  
OF THE  
IOWA TECHNOLOGY STUDENT ASSOCIATION

ARTICLE 1: NAME

Section 1. The name of this association shall be the Iowa Association of the Technology Student Association, and may be referred to as Iowa TSA.

ARTICLE II: PURPOSES

Section 1. The general purposes of this organization are:

1. To assist local chapters in the growth and development of TSA.
2. To assist local chapters in the development of leadership and citizenship in social, economic, scholastic and civic activities.
3. To increase the knowledge and understanding of our industrial technological society.
4. To assist technology education students in the making of informed and meaningful occupational choices.

Section 2. The specific purposes of this organization are:

1. To provide the student with opportunities for the development of leadership in social, civic, school and community activities.
2. To develop through group action the ability of members to plan together, organize and carry out worthy activities and projects.
3. To explore technology and the Global technological civilization.
4. To promote high standards for artisanship, scholarship and safety.
5. To foster a deep respect for the dignity of work.
6. To provide good leisure time activities and hobbies.
7. To provide opportunities for wholesome recreation.
8. To develop consumer knowledge in students.
9. To instill desirable habits and attitudes toward the American way of life in students.
10. To provide occupational information and instruction pertaining to a broad range of occupations, including training requisites,

working conditions, salaries or wages and other relevant information.

11. To provide exploratory experiences in shops, laboratories and observations in business or industry to acquaint students with jobs in the occupations.
12. To assist in providing guidance and counseling for students enrolled in technology education programs in making informed and meaningful choices in selected occupational fields.
13. To prepare individuals for enrollment in advance or highly skilled vocational and technical education programs.
14. To expose students to the responsibility of representing a large membership.

### ARTICLE III: Organization

- Section 1. The Iowa Technology Student Association is an organization of chartered local chapters, each operating in accordance with a charter granted by TSA, Incorporated and the Iowa TSA.
- Section 2. Each local chapter of TSA will be responsible for all operational activities within the local chapter and directly responsible to the state association.
- Section 3. A State Advisor shall be appointed by the Iowa Department of Education, and will have the responsibility of maintaining the Iowa TSA affiliation with national TSA Inc.
- Section 4. A Corporate Member shall be appointed by the Iowa Department of Education.
- Section 5. The TSA Advisory Committee shall provide recommendations to Iowa TSA.
- Section 6. The TSA State Officer Team shall serve in an advisory capacity to the Board of Directors

## ARTICLE IV: MEMBERSHIP

- Section 1. Membership in this association shall be classified as active, associate, alumni, professional and honorary.
- Section 2. Active. Active members shall be students who are presently enrolled in or have been previously enrolled in technology education programs. An active member shall pay dues as established by the TSA, Inc., Board of Directors, and may be declared eligible to hold a State office, to participate in national competitive events or projects, to serve as a State voting delegate, or to otherwise represent their delegations in Iowa TSA affairs as may be approved by their delegations.
- Section 3. Associate. Associate members shall be students who are enrolled in related fields of instruction with emphasis in technology education or who have been previously enrolled in technology education programs. An associate member shall pay dues as established by the TSA Inc., Board of Directors. Associate members shall not vote or hold office.
- Section 4. Alumni. Alumni members shall consist of those individuals who have completed an industrial arts/technology education program (have been former active or associate TSA members) and who have graduated from or left school. Alumni members shall pay dues as established by the TSA, Inc., Board of Directors. Alumni members shall not vote or hold office.
- Section 5. Professional. Professional members are those individuals engaged in education, business and industry who have interest in TSA and in the welfare of technology education. Professional members shall pay dues as established by the TSA, Inc., Board of Directors. Professional members shall not vote or hold office.
- Section 6. Honorary/Honorary Life. Honorary/Honorary life members may be individuals who have made or are making contributions to the advancement of technology education as may be approved by the Iowa TSA Board of Directors and shall be exempt from annual dues.
- Section 7. The fiscal and membership year shall be from September 1 to August 31 of the following year.

## ARTICLE V: VOTING

- Section 1. Local chapters of Iowa TSA will exercise their voting privileges through voting delegates at the business meetings of TSA.

- Section 2. Delegates to the annual business meeting shall be based on the state-affiliated members of the local chapter as of March 1. Each local chapter is entitled to one delegate for each 10 members, but not to exceed three voting delegates, to the annual convention.
- Section 3. Each delegate is entitled to one vote after his/her credentials have been presented and approved by the sergeant-at-arms. All delegates shall be active members in good standing.
- Section 4. Procedure by which the delegate body votes on all matters shall be at the discretion of the president.

#### ARTICLE VI: MEETINGS

- Section 1. There shall be at least one student business meeting held in conjunction with the spring state conference.
- Section 2. Additional business meetings shall be determined by the State Officer Team based on the recommendation of the Board of Directors.
- Section 3. Each local chapter shall determine the time and place of meetings of local chapters.
- Section 4. Parliamentary procedure for all meetings of TSA will be governed by Robert's Rules of Order, Newly Revised.

#### ARTICLE VII: STATE OFFICER TEAM

- Section 1. The officers of the Iowa TSA shall be President, Vice-President, Secretary, Treasurer, Reporter and Sergeant-at-Arms.
- Section 2. The State Officer Team shall meet at such time and place the president may direct.
- Section 3. The state officer team of the association shall consist of the officers of the association. The state officer team advisor (SOTA) is an ex-officio member of this committee.
- Section 4. The board of directors may fill by appointment any vacancy occurring in the state officers for the unexpired term, except the office of President, which shall be filled by the Vice-President.
- Section 5. If a state officer is elected as national TSA officer, he/she shall relinquish his/her office at the state level.

Section 6: Any officer failing to perform his/her duties may be impeached and removed from office by 2/3rds vote of the Board of Directors other than the officer involved.

Section 7. Any officer refusing to resign because of failure to carry out the duties of his/her office will be impeached.

#### ARTICLE VIII: ELECTION OF STATE OFFICER TEAM

Section 1. Only active members will be eligible for state office. To be eligible to serve as a state officer, a candidate must obtain written approval of the local chapter advisor, candidate's guardian, and the school principal.

Section 2 (amended 08)  
Each school district is eligible to nominate three candidates with no more than two from any one chapter for the election of the state officer team.

Section 3. The TSA President shall appoint a credentials committee to review all state candidates and their qualifications and will submit to the voting delegates a slate of all candidates eligible for each state office.

Section 4. Officers shall be elected by a majority vote of all the voting delegates and installed during an annual meeting of TSA. They will assume the duties as a state officer at the close of the state meeting and will serve until the close of that next annual meeting.

Section 5. No individual may serve more than one full term as a state office in the same office.

Section 6. Each person who is a candidate for office shall be a member of an affiliated chapter of Iowa TSA and endorsed by a majority of the local chapter members.

Section 7. All officers of the state association shall be selected from those students whose school records are satisfactory.

Section 8. All officers shall be elected from the active membership at the last business meeting of the fiscal year (spring) by the voting delegates present.

Section 9. If there is a vacancy or an officer can not serve his/her full term, nominations will be accepted from all charter chapters and the officer team will appoint the new officer with approval of the Board of Directors.

#### ARTICLE IX: DUTIES OF THE STATE OFFICER TEAM

- Section 1. President --It shall be the duty of the president to preside at all meetings. In his/her absence, or with his/her consent, the vice-president shall preside at all meetings of the state association. The president shall appoint all committees except those provided for in the constitution and bylaws. The president shall receive all constitution amendment changes. The president shall serve on the Board of Directors. The president shall be an ex-officio member of all committees except the nominating committees.
- Section 2. Vice-President --It shall be the duty of the vice-president, in the absence of the president, to assume the duties of the president. The vice-president shall work and assist in securing new chapters for the association. The vice-president shall serve on the Advisory Committee. The vice-president shall serve in any other capacity as directed by the president.
- Section 3. Secretary --The Secretary shall keep accurate records of each meeting of the association and the executive committee meetings. He/she shall prepare copies of all procedures and reports for the president and state advisor. It is the secretary's duty to notify members of the state officer team and advisory committees about meetings. It shall be the duty of the secretary to serve in any capacity as directed by the president.
- Section 4. Treasurer --The treasurer shall keep accurate record of membership and membership dues as reported by the state advisor and make treasurer's report to the membership at business meetings. It shall be the duty of the treasurer to serve in any capacity as directed by the president. An individual will be contracted by the board of directors to oversee the treasury.
- Section 5. Reporter --The reporter shall be responsible for keeping records, pictures, and other materials of historic importance to the association. He/she shall compile a state display and newsletters to be presented at state meetings, conferences, and on other appropriate occasions. It shall be the duty of the reporter to serve in any other capacity as directed by the president.
- Section 6. Sergeant-at-Arms -- It shall be the duty of the sergeant-at-arms to serve in any capacity as directed by the president. The sergeant-at-arms shall assist the president in conducting meetings in accordance with the state by-laws. He/she shall maintain order. He/she is responsible for interpreting the state by-laws.
- Section 7. State officer team advisor – It is their duty to coordinate the activities of the state officer team. The state officer team advisor will facilitate growth of leadership and teamwork of the state officer team. State officer team advisor will attend all state officer team meetings.

Section 8. The state officer team shall receive and/or draw-up and submit recommendations to the Board of Directors for changes in the state by-laws.

Section 9. The state officer team shall receive and/or draw-up and present to the delegate body for its consideration such resolutions as may be in order at the time of a business meeting.

#### ARTICLE X: CHAPTER ADVISORS

Section 1. It is recommended that a technology education teacher serve as a chapter TSA advisor; however, in cases where there is no such interested teacher, a state certified educator may be appointed by the school's principal. The appointed advisor would have all the rights and privileges of a regular advisor as long as that chapter is in good standing.

#### ARTICLE XI: BOARD OF DIRECTORS

Section 1. The Board of Directors shall consist of eight members, composed of the national corporate member, six local chapter advisors, and the state TSA president (or his/her designee). Five members constitute a quorum. The state advisor will be an ex-officio member.

Section 2. The Board of Directors shall meet at such time and place deemed necessary by chairperson of the board.

Section 3. Special meetings of the board of directors may be called by, or at the request of, the chairperson of the board, the State President, or any two Directors.

Section 4. The local chapter advisors serving on the Board of Directors shall be elected by the local chapter advisors of affiliated chapters, at the spring business meeting.

Section 5. The term of office of the advisor members of the Board of Directors shall be three years. Two advisor members will be elected each year.

Section 6. The chairman may appoint a chapter advisor to complete the unexpired term of any elected member to complete the entire term. The chairman of the Board of Directors shall be elected by board annually.

#### ARTICLE XII: STATE ADVISORY COMMITTEE.

Section 1. The state advisory committee shall consist of people who are interested in fostering the purposes and beliefs of Iowa TSA. This may consist of representatives of post secondary teachers, school

administrators, representatives of business, industry and the state TSA vice-president (or his/her designee), and chaired by the state advisor.

- Section 2. The Advisory Committee shall meet at least once a year.
- Section 3. The Iowa TSA advisory committee provides guidance to the Technology Student Association in the areas of program development, financial matters, professional improvement, and technology education promotion within education, business, and industry.
- Section 4. The Iowa TSA advisory committee does not have any authority of official policy making responsibility.

#### ARTICLE XIII: DUTIES OF THE STATE ADVISOR

- Section 1. It is the duty of the state advisor to advise board of directors, members and delegates, and committees on all matters of policy, and to assist the state officers in conducting the business of the association.
- Section 2. The state advisor shall advise the state officer team and inform them of any proceedings, which appear to be in conflict with the provisions of the state by-laws.
- Section 3. The state advisor shall keep records of membership.
- Section 4. The state advisor shall assist in the arrangements for the annual state conferences.

#### ARTICLE XIV: DUTIES OF THE BOARD OF DIRECTORS

- Section 1. The Board of Directors shall be the governing body of the association as provided in the by-laws.
- Section 2. The Board of Directors may establish rules and procedures as may be necessary to conduct the business of the association.
- Section 3. The Board of Directors may, at its discretion, delegate authority to the chairman of the board to act in its behalf.
- Section 4. The Board of Directors shall serve in an advisory capacity (consultant) to the state officer team and special committees.
- Section 5. The Board of Directors shall advise chapter advisors on rules, conduct and procedures.

#### ARTICLE XV: AMENDMENTS

Section 1. These By-laws may be altered, amended, or repealed and new By-laws may be adopted at any regular or special meeting of the Board of Directors. Suggestions for the amendment or revision of these By-laws may be provided to the Board of Directors for consideration if the suggested amendment or revision is approved by at least two-thirds of all voting delegates present at student business meeting. In the event any policy statement, procedure or code of conduct set forth in a manual or handbook conflicts with any provision set forth in these By-laws, the By-laws shall prevail.

#### ARTICLE XVI: CODE OF ETHICS.

Section 1. We will conduct ourselves in such a manner as to be a credit to our organization, our schools, and our state at all times by:

1. Respecting the rights of others.
2. Respecting the property of others.
3. Practicing courtesy at all times.
4. Being honest and sincere.
5. Being conscious of our personal appearance and dressing appropriately.
6. Taking pride in our organization and its work.
7. Controlling self-behavior and language.

#### ARTICLE XVII: MOTTO AND CREED

Section 1. The motto of the Technology Student Association will be "Learning to live in a technical world."

Section 2. The creed of the Technology Student Association will be:

- I believe that Technology Education holds an important place in my life in the technical world. I believe there is a need for the development of good attitudes concerning work, tools, materials, experimentation, and processes of industry.
- Guided by my teachers, artisans from industry, and my own initiative, I will strive to do my best in making my school, community, state, and nation better places in which to live.
- I will accept the responsibilities that are mine. I will accept the theories that are supported by proper evidence. I will explore on my own for safer, more effective methods of working and living.
- I will strive to develop a cooperative attitude and will exercise tact and respect for other individuals. Through the work of my hands and mind, I will express my ideas to the best of my ability.

- I will make it my goal to do better each day the task before me, and to be steadfast in my belief in my God, and my fellow Americans.