

ECA Interest Group Bylaws

Communication and Technology

Article I – Name

The name of this organization shall be the Communication and Technology Interest Group (CAT-IG) of the Eastern Communication Association (ECA). CAT-IG operates under the constitution and bylaws of ECA and shall be bound by all applicable rules and decisions of that association.

Article II – Purpose

The purpose of the interest group is to encourage the exploration and dissemination of information/communication technologies that influence our perceptions of human communication endeavors.

Article III – Membership

Membership in the CAT-IG shall be open to all members in good standing of the ECA who are interested in promoting the purpose of the group.

Article IV – Meetings

Section One: An annual business meeting shall be held in conjunction with the ECA convention. The First Vice President of ECA shall determine the time and place of the meeting.

Section Two: Those members present at the annual meeting shall constitute a quorum.

Article V – Officers

Section One: The officers of the interest group shall be the immediate past chair (also serves as a representative on the nominating committee), current chair, vice chair, and secretary. These officers shall perform the duties prescribed by the organization's bylaws.

Section Two: The chair shall preside at the business meetings of the interest group and discharge the duties normally adhering to this position.

Section Three: The vice chair shall plan the program for the interest group at the association's annual meeting, shall attend all meetings scheduled by the ECA Vice President for program planning, and shall discharge the duties normally adhering to this position. These duties include undertaking special assignments delegated by the interest group chair.

Section Four: Officers shall be elected at the annual business meeting. The term of office shall be for one year for the immediate past chair, chair, and vice chair. Officers shall assume their positions at an appropriate time near the end of the business meeting at which they were elected.

Section Five: The secretary will hold office for two years. The secretary is responsible for recording the annual business meeting minutes, and distributing the previous year's minutes. The secretary is also responsible for giving the ECA executive director a copy of the interest group's minutes immediately following the annual ECA meeting.

Section Six: Succession shall be automatic from the vice chair to the chair.

Section Seven: If at any time the current chair is unable to complete her or his position, those responsibilities will fall onto the immediate past chair.

Article VI – The Executive Committee

Section One: The officers of the interest group shall constitute an Executive Committee.

Section Two: The Executive Committee shall have general supervision of the affairs of the interest group between its annual meetings and shall perform such other duties as are specified by these bylaws.

Section Three: The Executive Committee shall meet at the call of any one of its officers to conduct interest group related business. Business may be conducted in person or by postal mail, phone, fax, or Internet.

Article VII – Representative to the ECA Executive Council

Section One: Each interest group shall select a representative to the association's Executive Council in accord with the principle of rotating membership on that body.

Section Two: An Executive Council member shall serve a two-year term.

Section Three: An Executive Council member is responsible for attending all meetings of that body at the association's convention and at other prescribed times during the year when the ECA Executive Council convenes.

Section Four: The Executive Council member shall present timely reports to her or his interest group about the deliberations at the Executive Council and undertake any special tasks assigned by the association's president.

Article VIII – Parliamentary Authority

American parliamentary practice as set forth in the most recent edition of *Robert's Rules of Order, Newly Revised* shall govern conduct of the interest group and the procedures at its meetings.

Article IX – Amendment of the Bylaws

These bylaws may be amended at any meeting of the interest group by a majority vote; provided a previous notice of at least thirty days as been given, or by two-thirds vote without notice.

Adopted: T.B.A.
Updated: July 1, 2014