

CFA CONSTITUTION

ARTICLE I: THE ORGANIZATION

Section 1: This organization shall be known as the Collegiate Forensics Association.

Section 2: This organization is an association of intercollegiate forensics programs.

ARTICLE II: PURPOSE OF THE ASSOCIATION

Section 1: The purpose of the Association is to **promote education** through intercollegiate forensics and to **encourage** smaller programs and the growth and development of new programs.

ARTICLE III: MEMBERSHIP IN THE ASSOCIATION

Section 1: Membership in the Association is open to all post secondary institutions and to individuals and alumni who support the purposes and agree to abide by the Constitution and By-Laws of the Association.

Section 2: Although encouraged to do so, members of the Association are not required to participate in the Association's tournaments.

Section 3: The institution and/or individual membership fee to cover the Association's business expenses shall be set annually by the vote of the Executive Committee. These fees will be used to cover the Associations' administrative costs, which include the preparation and transmission of tournament invitations and other documents, the costs of providing substitute judges for designated tournament administrators, and the cost of maintaining the Welch-Strine trophy.

ARTICLE IV: OFFICERS AND ELECTIONS

- Section 1:** The officers of the Association shall be an EXECUTIVE PRESIDENT; VICE-PRESIDENT; SECRETARY; and the immediate PAST PRESIDENT. These officers constitute the EXECUTIVE COMMITTEE.
- Section 2:** All officers shall be elected at the May business meeting by majority vote of member schools present. No institution may be represented by more than one member of the Executive Committee.
- Section 3** **Term of office** EXECUTIVE PRESIDENT – 3 years; VICE-PRESIDENT – 2 years; SECRETARY – 2 years.
- Section 4:** All officers shall be an individual member or alumnus or a faculty member of an institution belonging to the Association and be active in forensics through coaching and/or judging.
- Section 5:** In case of resignation, the remaining officers shall appoint a successor who will serve until the next business meeting at which time a successor will be elected to serve the remainder of the resigned officer's term.

ARTICLE V: OFFICERS' DUTIES

- Section 1:** The Executive Committee shall lead the Association and uphold all articles of the Constitution and its By-Laws.
- Section 2:** The President will chair the Executive Committee and will consult with it on all decisions involving the Association. In addition, the President:
- A. Shall serve or appoint a Tournament Director; The President, Vice President, and Secretary shall serve as the Tournament Committee. The President shall chair all meetings of the Association as well as the awards session at the Association's tournaments.
 - B. Shall serve or appoint a Finance Manager of the Association
 - C. Shall coordinate all official correspondence to the membership.
- Section 3:** The Vice President shall assist the President and assume the President's duties during any absence of the President. They will also schedule a slate of annual meetings and create the agenda for each meeting and provide the meeting minutes.

Section 4: The Secretary:

- A. Shall assist in all activities of the Association and fill in during any absence of the President and Vice President
- B. Shall maintain the records of the Association

Section 5: The President, Vice President, and Secretary shall serve as the Tournament Committee. A person designated by the President may serve for a given year in lieu of either the Vice President or the Secretary at the discretion of the President if, at a given moment, all three officers are new to CFA tournament management. The Executive Committee may also delegate all or part of this tournament management responsibility to others for a given tournament; the Executive Committee may also designate a temporary replacement for any member of the Tournament Committee should he or she be unable to attend a CFA event so as to maintain the size of the Committee at three people.

Section 6: All other non-tournament committees of the Association shall be appointed by the Executive Committee.

ARTICLE VI: MEMBERSHIP ASSEMBLY

Section 1: The Membership Assembly is the governing body of the Association and is the only body of the Association that can change the Constitution and By-Laws. It shall meet online quarterly.

Section 2: The Membership Assembly shall consist of representatives from each member institution plus all officers of the Association. Although any interested coach/judge or alumni may attend and participate in discussion, **each school shall have only one vote and each Board member, if they chair a committee, shall have a vote.** The President will vote only in case of a tie. Should the President be the only representative of his or her school in attendance, then he or she may vote.

Section 3: All questions involving parliamentary procedure not provided for in The Constitution shall be determined by Sturgis.

ARTICLE VII: THE ASSOCIATION TOURNAMENTS

Section 1: The Association shall sponsor Tournaments in the fall and spring semesters each year. Host schools may also offer and manage Invitational Tournaments under the CFA guidelines. They need to offer all CFA events and honor CFA competitive rules. They can also contribute to CFA year-long awards.

Section 2: Location. The Tournament Committee shall decide on the location of each tournament.

Section 3: Entries. Each school may enter no more than six contestants in each individual event. Students may enter only two events per time slot unless the tournament invitation designates otherwise. Each school may also enter six debaters in L-D and six debate teams in Parliamentary Debate.

Section 4: Tournament fees will be as follows:

- A. A **per school fee** to defray the cost of the office supplies necessary to operate the tournament, the cost of copying and mailing results, any facilities rental charges, and the cost of continental breakfast and/or refreshments not covered by the host school.
- B. A **per slot fee** to defray the cost of awards as well as additional judging necessitated by large entries.
- C. A **per person fee** to defray the cost of any full meal provided to attendees.
- D. A **hired judging fee** to defray the cost of any judging that an entering school cannot cover.
- E. Appropriate **penalty fees** for permitted additions, permitted changes, and drops, the terms for which are specified in the particular tournament invitation.

Section 5: Student eligibility.

- A. Contestants must be enrolled as an undergraduate at the institution they represent or graduate student at the institution they represent.

B. A student is allowed the equivalent of ten semesters (eight at the undergraduate level) of competitive eligibility. Entry in any event at **one** tournament within a semester constitutes a semester of CFA eligibility. The September-December period is a semester, as is the January-April.

ARTICLE VIII: AMENDMENT PROCEDURES

A. All amendments to the Constitution and By-Laws must be submitted in writing to the Secretary no later than the May meeting.

B. Constitutional Amendments must receive a 2/3 majority of the members present at the May Business Meeting.

C. By-Law Amendments must receive a simple majority of the members present at the May Meeting.