



**MICHIGAN COLLEGIATE DECA**  
**BYLAWS**  
**Revised at the Annual Meeting**  
**February 5, 2016**

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## ARTICLE 1 - ORGANIZATION

As stated in the Constitution.

## ARTICLE II – MISSION AND PURPOSE

As stated in the Constitution.

## ARTICLE III – MEMBERSHIP

Section 1	Membership Year shall be July 1 through June 30.
Section 2	<p>Chapter Category</p> <p>A. Active Chapter A minimum of ten (10) individuals and one (1) advisor with the current year's membership dues on file with National DECA by November 14 of the current year shall constitute a chartered, official chapter.</p> <p>B. Probationary / establishing Chapter</p> <ol style="list-style-type: none"><li>1. Michigan Collegiate DECA will recognize membership through probationary/establishing chapters as.</li><li>2. Each probationary/establishing chapter shall consist of individual members with advisors. Less than ten (10) individuals and at least one (1) advisor with the current year's membership dues on file with National DECA by November 14 of the current year shall constitute a probationary/establishing chapter.</li><li>3. A probationary/establishing chapter of Michigan Association, Collegiate DECA shall not hold voting privileges for the current year if ten (10) members and one (1) advisor are not registered with National DECA by February 1 of the current year.</li></ol>
Section 3	<p>Dues</p> <p>A. All Michigan Collegiate DECA members (active and virtual) shall pay state and national membership dues in accordance with state and national policies and procedures.</p> <p>B. State dues shall be reviewed to determine if a change is necessary.</p> <p>C. Local dues will be established by the voting members of the local chapters.</p>
Section 4	All members are expected to abide by the Michigan Collegiate DECA and National DECA bylaws, policies and procedures and Code of Conduct.
Section 5	<p>Membership Categories</p> <p>A. Member Shall be 18 years old or older and enrolled in any undergraduate or</p>

	graduate college/university program at a higher educational institution in Michigan for at least one full semester of the current membership year.
	<p>B. Virtual Member</p> <ol style="list-style-type: none"> <li>1. Shall be an individual member enrolled in any undergraduate or graduate college/university program at a higher educational institution in Michigan that does <u>not</u> currently have a chartered, official chapter.</li> <li>2. Shall be 18 years or older and enrolled in a program of their choice for at least one full semester of the current membership year.</li> <li>3. Shall be under direction of the current Michigan Collegiate DECA State Executive Director.</li> </ol>
	<p>C. Honorary Life Member</p> <ol style="list-style-type: none"> <li>1. Individuals who have made or who are making significant contributions in their fields or to Michigan Collegiate DECA.</li> <li>2. Individuals are subject to approval by the Executive Council.</li> <li>3. Nominations for this honorary category may be submitted by the Michigan Collegiate DECA Alumni.</li> </ol>

## ARTICLE IV – DUES AND FINANCES

As stated in the Constitution.

## ARTICLE V – FISCAL YEAR

As stated in the Constitution.

## ARTICLE VI – STATE OFFICERS

Section 1	The state officers shall be a President, Vice President and Secretary.
Section 2	<p>Eligibility</p> <ol style="list-style-type: none"> <li>A. Candidate must be an active member of Michigan Collegiate DECA as stated on the Constitution.</li> <li>B. A candidate must have their current year's membership dues paid and be in good academic standing with their educational institution.</li> <li>C. Candidates must obtain approval from their recognized, chartered, official chapter advisor.</li> <li>D. An active or virtual member is eligible to be an officer candidate.</li> </ol>
Section 3	<p>Criteria and Process</p> <ol style="list-style-type: none"> <li>A. To be eligible, officer candidates must: <ol style="list-style-type: none"> <li>1. Submit a formal application</li> <li>2. Submit a professional resume</li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>3. Participate in the candidate interview process.</li> <li>4. Must score at least a 70% on the Michigan DECA state officer candidate test.</li> </ul> <p>B. The Officer Candidate Interview Committee will interview all officer candidates and make recommendations.</p>
Section 4	The state officers shall be elected by a majority vote of all student members in attendance at the annual State Career and Development Conference via written ballot, except by appointment pursuant to Article VI, Section 6 of these Bylaws.
Section 5	<p>Candidacy and Term of Office</p> <ul style="list-style-type: none"> <li>A. Shall begin at the close of the International Career Development conference in the year elected or appointed. Term shall end at the close of the next International Career Development Conference.</li> <li>B. An officer cannot succeed themselves in the same capacity without the express approval of the Executive Council and chartered, official chapters.</li> </ul>
Section 6	<p>Insufficient Officer Candidates &amp; Vacancies</p> <ul style="list-style-type: none"> <li>A. In the event that there are insufficient candidates to fill the offices at the annual Career Development Conference or in the event of the loss of an officer, the Executive Council directors will appoint members to the unfilled offices.</li> <li>B. Appointment of officers shall follow policies and procedures as set forth by the Executive Council.</li> <li>C. The appointed officers shall serve the remainder of the term.</li> <li>D. The Executive Council may elect to keep the office vacant for the remainder of the term.</li> </ul>
Section 7	<p>State Officer Required Attendance</p> <ul style="list-style-type: none"> <li>A. Leadership Training <ul style="list-style-type: none"> <li>1. Elected offices are required to attend Leadership training.</li> <li>2. If state officers do not complete sufficient training or fail to attend such training, as determined by the State Executive Director and his/her training associates, their resignation shall be considered as tendered.</li> </ul> </li> <li>B. Executive Council Meetings. If an officer misses two (2) consecutive Executive Council meetings without sufficient reason, they shall be subject to review and/or dismissal by the Executive Council.</li> </ul>

## ARTICLE VII – ELECTION AND VOTING

As stated in the Constitution.

## ARTICLE VIII – EXECUTIVE COUNCIL AND CHAPTERS

Section 1	The Executive Council Responsibilities As stated in the Constitution.
Section 2	Executive Council Members As stated in the Constitution
Section 3	<p>State Executive Director</p> <p>A. The State Executive Director shall be elected by majority vote of the Executive Council Members and the chartered, official Michigan Collegiate DECA chapters.</p> <p>B. Election (by ballot either electronic, mail, or other means) shall be held at a Special Advisor meeting. Meeting may be conducted physically face-to-face, in a password protected (or otherwise private) chat room, teleconference, video-conference or other electronic technology.</p> <p>C. Term of appointment as specified in the Constitution.</p> <p>D. The Executive Director may also referred to as the State Advisor.</p>
Section 4	<p>Financial Director</p> <p>A. The Financial Director is appointed by the State Executive Director with the approval of the Executive Council Members and the chartered, official chapters at the advisor meeting during the Annual State Career Development Conference.</p> <p>B. Term of appointment as specified in the Constitution.</p>
Section 5	<p>Directors-at-large</p> <p>A. The four (4) Directors-at-large shall be appointed by the State Executive Director with the approval of the Executive Council Members and the chartered, official chapters at the advisor meeting during the Annual State Career Development Conference.</p> <p>B. Directors-at-large shall include a combination of DECA alumni and business professionals.</p> <p>C. Term of appointment as stated in the Constitution.</p>
Section 6	<p>Advisor Liaison</p> <p>A. The Advisor Liaison is an advisor elected (by ballot either electronic, mail, or other means) at a Special State Advisor meeting. Meeting may be conducted physically face-to-face, in a password protected (or otherwise private) chat room, teleconference, video-conference or other electronic technology.</p> <p>B. Term of appointment as stated in the Constitution.</p>

## ARTICLE IX – EXECUTIVE COUNCIL MEMBER DUTIES

Section 1	<p>The President shall:</p> <ul style="list-style-type: none"> <li>A. Preside at all business meetings of the membership</li> <li>B. Assist the Executive Council in the development of the program of work for the term of office</li> <li>C. Be available as necessary in improving the general welfare of Michigan Collegiate DECA.</li> <li>D. Serve as a member of the Executive Council.</li> </ul>
Section 2	<p>The Vice President shall:</p> <ul style="list-style-type: none"> <li>A. Perform the duties of the President in the absence of the president</li> <li>B. Perform such other duties as may be assigned by the president or Executive Council.</li> <li>C. Be available as necessary in improving the general welfare of Michigan Collegiate DECA</li> <li>D. Serve as a member of the Executive Council.</li> </ul>
Section 3	<p>The Secretary shall:</p> <ul style="list-style-type: none"> <li>A. Take and record the proceedings of all business meetings of the Executive Council and state membership meetings.</li> <li>B. Distribute minutes of the proceedings within thirty (30) days of the meeting.</li> <li>C. Preserve in a permanent file the minutes of all meetings.</li> <li>D. Deliver permanent minutes file to the Executive Director within 15 days after term of office ends.</li> </ul>
Section 4	<p>The Executive Director shall:</p> <ul style="list-style-type: none"> <li>A. Serve as the Chair of the Executive Council</li> <li>B. Appoint the Financial Director and Directors at large with the majority approval of the Executive Council Members and the chartered, official chapters at the advisor meeting during the Annual State Career Development Conference.</li> </ul>
Section 5	<p>The Financial Director shall perform duties as directed by the Executive Council and detailed in the Michigan Collegiate DECA Policies and Procedures Manual.</p>
Section 6	<p>The Directors-at-large shall perform duties as directed by the Executive Council.</p>

## ARTICLE X – COMMITTEES

Section 1	<p>Conference Committee</p> <p>A. Committee members are appointed by the State Executive Council.</p> <p>B. The Committee shall:</p> <ol style="list-style-type: none"><li>1. Approval of new competitive events,</li><li>2. Decide on the annual Career Development Conference and other conference, workshop, seminar, and/or retreat venues,</li><li>3. Select the annual Career Development Conference and other conference, workshop, seminar, and/or retreat dates, and all other activities concerned with a conference, workshop, retreat, or seminar are the responsibilities of this committee.</li></ol>
Section 2	<p>Program Development Committee shall:</p> <p>A. Committee members are appointed by the State Executive Council.</p> <p>B. The Committee shall develop and implement an effective program of development including but not limited to marketing and communications.</p>
Section 3	<p>State Officer Candidate Interview Committee</p> <p>A. Committee members are appointed by the State Executive Council.</p> <p>B. The Committee shall:</p> <ol style="list-style-type: none"><li>1. Interview state officer candidates</li><li>2. Decide on the slate of officers</li><li>3. Submit the slate to the voting delegates at the Annual state Career Development Conference.</li></ol>

## ARTICLE XI – POLICIES AND PROCEDURES

As stated in the Constitution.

## ARTICLE XII – PARLIAMENTARY AUTHORITY

As stated in the Constitution.

## ARTICLE XIII – AMENDMENTS

As stated in the Constitution.

## ARTICLE XIV -- DISSOLUTION

Section 1	The organization is organized exclusively for charitable, educational, religious, or scientific purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.
Section 2	No part of the net earnings of the organization shall inure to the benefit of, or be distributed to, its members, trustees, officers or other private persons except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered.
Section 3	No substantial part of the activities of the organization shall be the carrying on of propaganda or otherwise attempting to influence legislation and the organization shall not participate in or intervene (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.
Section 4	Notwithstanding any other provisions of these articles, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from Federal Income Tax under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Revenue Law) or (b) by an organization, contribution, to which are deductible under section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Revenue Law).
Section 5	<p>Upon the dissolution of the organization, the Executive Council shall, after paying or making provisions for the payment of all of the liabilities of the organization dispose of all the assets of the organization exclusively for the purposes of the organization in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purpose as shall at the time qualify as an exempt organization or organizations under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Revenue Law), as the Executive Council shall determine.</p> <p>As such assets not so disposed of the Court of Common pleas of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine which are organized and operated exclusively for such purpose.</p>