

NWWHA Constitution

Article I: Name and Purpose

1. This organization shall be known as the Northwest Affiliate of the World History Association (hereafter NWWHA).
2. Its purposes shall be to advance the field of world history by bringing together teachers and scholars from throughout the Pacific Northwest in a yearly conference. At the conference, teachers and scholars at both the secondary and university levels will exchange ideas on world history pedagogy and will present original research in the field.

Article II: Membership

1. All conference attendees and participants who have paid conference dues are members of the NWWHA.
2. The amount of conference dues to be assessed annually will be determined each year by the Executive Committee of the NWWHA.

Article III: Officers

1. The officers shall be a president, a vice-president, a secretary-treasurer, and the immediate past-president. These officers shall constitute the Executive Committee, and shall perform the duties prescribed by this constitution. Officers shall be elected by the NWWHA membership beginning in 2007. The term of each officer shall be three years.
2. All NWWHA officers shall maintain complete files of official correspondence and other records appropriate to their NWWHA work and shall transmit those files intact to their successors within one month after they have been succeeded in office.

Article IV: Meetings

1. The conference shall meet each October or November for two days. The time and place of each meeting shall be determined by the Executive Committee. At least thirty days prior to the date of the meeting all members shall be given notice of the time and place of the meeting.

Article V: Committees

1. The Executive Committee shall have general supervision of the affairs of the Conference between its meetings, fix the hour and place of meetings, and make recommendations to the Conference. Meetings of the Executive Committee may

- be called by the Conference President or upon the written request of three members of the Executive Committee.
2. Beginning in 2007, a Nominating Committee shall be appointed by the Executive Committee. It shall place on a paper ballot the names of one or two candidates for each Conference office (except past president). Conference members shall be invited to recommend candidates for consideration by the Nominating Committee. Provision will be made on the ballot for write-in candidates. The chair of the Nominating Committee, with the assistance of the current officers, will be responsible for mailing these ballots to all active NWWHA members by November 1 every three years, with a deadline for return of the ballots not later than December 1. The ballots shall be counted by the chair of the Nominating Committee and two other AAUP members designated by the Executive Committee. The candidates will be informed of the results of the election not later than December 15, with the new officers assuming their functions on January 1.
 3. The Conference or its Executive Committee may establish such standing or special committees as may seem necessary and desirable and such committees shall function until discharged by the Conference or its Executive Committee. Members of standing and special committees shall be appointed by the Conference president with the approval of the Executive Committee.

Article VI: Amendments

1. Amendments to this Constitution may be proposed either by the Executive Committee or by Conference members representing three or more institutions.
2. Amendments must be approved by a two-thirds vote of members attending a regularly-scheduled Conference meeting, adequate notice having been given of consideration of the amendment.
3. Amendments shall be submitted to the Conference membership for ratification through a secret ballot and shall be adopted upon receiving two-thirds of the votes cast.