

# **California Association of SkillsUSA-VICA Constitution**

## **ARTICLE I - NAME**

The official name of the organization shall be the "California Association of SkillsUSA-VICA.

## **ARTICLE II – PURPOSES**

The purposes of this organization are:

1. To unite in common bond, without regard to race, sex, creed, or national origin, students enrolled in classes of industrial education encompassing the subgroup areas of Engineering Technology, Industrial Technology and related Career Paths as defined in the California State Plan of Vocational Education.
2. To provide leadership for local organizations.
3. To develop leadership abilities through participation in educational, vocational industrial, civic and community activities.
4. To foster a deep respect for the dignity of work.
5. To assist students in establishing realistic vocational career goals for future occupations.
6. To promote high standards in all phases of occupational endeavors, including: education; workmanship; scholarship; and safety.
7. To foster a wholesome understanding of the functions of labor and management organizations and a recognition of their mutual interdependence.
8. To develop patriotism through a knowledge of our Nation's heritage and the practice of democracy.
9. To help students attain a more purposeful life.
10. To help provide support for CA SkillsUSA-VICA.

## **ARTICLE III – ORGANIZATION**

Section 1. The CA SkillsUSA-VICA is an association made up of local chapters in accordance with the charter granted by National SkillsUSA-VICA Inc.

Section 2. The administration of CA SkillsUSA-VICA shall be vested in the State

Executive Council comprised of state association officers from the secondary and the postsecondary divisions, and its sponsor, the California Department of Education, and the CA SkillsUSA-VICA Executive Board.

Section 3. Charters shall be granted to local clubs by the President/CEO of CA SkillsUSA-VICA and the State SkillsUSA-VICA Director on behalf of the Executive Council.

Section 4. The CA SkillsUSA-VICA Executive Board will provide council, advice, and assistance to the state association and the California Department of Education in carrying out the SkillsUSA-VICA program.

Section 5. The State SkillsUSA-VICA Director, responsible to the California Department of Education, and the President/CEO of CA SkillsUSA-VICA, responsible to the CA SkillsUSA-VICA Executive Board, are to be the administrators of CA SkillsUSA-VICA for conducting the work of the State SkillsUSA-VICA program.

#### **ARTICLE IV – MEMBERSHIP**

Section 1. Membership of the CA SkillsUSA-VICA shall consist of the total membership of the chartered local clubs, both secondary and post secondary divisions.

Section 2. A local chapter must have at least eight (8) active members and one advisor. All must be members of the State and National Organization to qualify for a chapter.

Section 3. Each local club shall be open for membership to all Engineering Technology, Industrial Technology and related Career Paths students regardless of race, sex, creed, or national origin.

Section 4. CA SkillsUSA-VICA will recognize members only through a local chapter. Classes of membership which will be recognized are:

Student Membership - Students enrolled in secondary and post secondary divisions industrial courses offered in Engineering Technology, Industrial Technology and related Career Paths and apprenticeship as defined in the California State Plan for Vocational Education. Active members will pay dues as established by CA SkillsUSA-VICA and National SkillsUSA-VICA, Inc.

Professional Membership - Persons associated with or participating in the professional development of SkillsUSA-VICA as approved by a CA SkillsUSA-VICA. Such members shall include club advisors, teacher educators, administrators, consultants, laypersons and representatives of business, industry, labor and government. Professional members shall pay dues as established by CA SkillsUSA-VICA, but members will be ineligible to vote, hold office or compete in the CA SkillsUSA-VICA Competitions and SkillsUSA Championship.

Honorary Life Membership - Individuals who have made significant contributions to the development of SkillsUSA-VICA and industrial education, whose membership has been approved by the State Executive Council. Such members shall not be required payment of dues.

Section 5. The SkillsUSA-VICA membership year shall be September 1 through August 31.

## **ARTICLE V - STATE OFFICERS**

Section 1. The State Officers of CA SkillsUSA-VICA shall be two representatives from the six established regions comprised of one secondary and one post secondary student, preferred.

Section 2. State Officers shall be elected by the House of Delegates at the annual CA SkillsUSA-VICA Business meeting at the CA SkillsUSA-VICA State Conference and shall serve from June 1 through May 31.

Section 3. Should any region of either House of Delegates fail to elect a representative, the vacancy shall be filled by a qualified applicant from within the House at large. Should either House be unable to fill its slate of six representatives, vacancies shall be filled within the other House at large.

Section 4. An Election Committee shall determine which candidate shall fill each position. A full slate of officers shall consist of President, Vice-President, Secretary, Treasurer, Reporter, and Parliamentarian. If additional positions are required, the remaining state Officers shall serve as Regional Vice-Presidents. Whenever possible this process shall ensure that each region shall have one State Officer representing their region. The Election Committee shall consist of the State Officer Trainers, CA SkillsUSA-VICA President/CEO, and the State Director, as well as any invited by the committee.

Section 5. In case any member of the Executive Council shall, by death, resignation, incapacity to act, breach of contract, or otherwise cease to be a member, a successor shall be chosen from the region of that vacancy using the following hierarchy.

1. The CA SkillsUSA-VICA President/CEO, State Officer Trainers, and the State VICA Director shall attempt to substitute the previous State Officer Election Runners-up from the specified vote that originally elected the Officer whose position has become vacant.
2. If for some reason the alternate process fails, the Executive council shall open the candidacy by using the application process.
  - a. Send out applications to all CA SkillsUSA-VICA chapters in that region.

- b. The new candidate applications will be sent to the State SkillsUSA-VICA Director and the President/CEO for screening.
  - c. A member of the Election Committee and the Regional Coordinator in the region of the potential candidate will conduct the interview process for all those who fulfill all requirements of the State Officer candidacy.
  - d. Election Committee shall select the replacement officer.
3. When there is not sufficient time, or Regionals has passed, a past State Officer from that Region can be appointed by the Election Committee, or the position shall be left vacant.

## **ARTICLE VI - QUALIFICATIONS FOR STATE OFFICE**

Section 1. Candidates for a State Office shall have:

- ☒ Active student membership status
- ☒ Endorsement of their local chapter
- ☒ A minimum grade point average of 2.0 (C)
- ☒ At least one semester remaining in their Engineering Technology, Industrial Technology and related Career Paths education program during the SkillsUSA-VICA year they will be holding state office
- ☒ Meet all further requirements as specified in the State Officer application.

Section 2. All candidates for a State Office must file their candidacy applications for state office with the State SkillsUSA-VICA Director and/or CA SkillsUSA-VICA President/CEO no later than 2 weeks prior to the date of the annual state meeting.

Section 2a. A maximum of two State Officer candidates, per division, may be endorsed by a single local chapter.

Section 2b. If no candidate files an application from a region, or does not meet qualifications, only then can nominations from the floor be taken from that region only.

Section 3. Active members are eligible to hold a state level office, at each division, only one term.

Section 4. Candidates for State Office shall be required to submit the official State Officer Candidate form, and the Election Committee shall have the final authority in determining which office candidates are best qualified to serve.

Section 5. Candidates for National Office must have served as a State Officer. Candidates must receive endorsement of the House of Delegates.

Section 6. A member who holds an elected position in a local chapter prior to election, as a State Officer will be ex-officio in the local organization and vacates the local position during the tenure in State Office.

#### **ARTICLE VII - STATE EXECUTIVE COUNCIL**

Section 1. The State Executive Council shall consist of the two State Officers, one from secondary and one from post secondary preferred, from each region, the State SkillsUSA-VICA Director and the CA SkillsUSA-VICA President/CEO. It shall be the duty and function of the State Executive Council to:

- ☞ Conduct business pertaining to the SkillsUSA-VICA members they serve
- ☞ Preside over regional and state meetings, workshops and conferences
- ☞ Call special meetings and conferences, upon advice and council of the CA SkillsUSA-VICA President/CEO, and the State SkillsUSA-VICA Director
- ☞ Propose and review amendments to the Constitution and By-Laws and
- ☞ Recommend legislation to the House of Delegates

#### **ARTICLE VIII - HOUSE OF DELEGATES**

Section 1. There shall be two divisions of delegates; one secondary and one post secondary. Each House of Delegates shall consist of two voting delegates from each active chartered local chapter plus an additional delegate for each 15-student members. Each delegate shall have one vote and must be present to cast that vote. It shall be the duties and functions of the House of Delegate to:

- ☞ Enact By-Laws, rules, and regulations necessary for carrying out the affairs and activities of the organization
- ☞ Elect state officers and national officer candidates for the organization
- ☞ Act upon items of business as requested by the State Executive Board and Regional Coordinators.
- ☞ Elect National Voting Delegates.

Section 2. No student delegates, contestants or participants at State Meetings shall be recognized or seated unless they are accompanied by one or more adult advisors from their respective region at the Annual CA SkillsUSA-VICA State Conference

Section 3. National Voting Delegates for the State Association shall consist of two delegates elected per division by the House of Delegates at the Annual CA SkillsUSA-VICA State Conference. Other National Delegates shall be selected by the State SkillsUSA-VICA Director and President/CEO.

#### **ARTICLE IX - BY-LAWS**

Section 1. By-Laws consistent with this constitution may be adopted by a majority vote of the seated State Delegation at the Annual CA SkillsUSA-VICA State Conference.

Section 2. Amendments to this constitution may be made by the local chapter and acted upon by the State Delegation. Proposed amendments must be submitted through the State SkillsUSA-VICA Director and/or President/CEO to the State Executive Council 90 days prior to the Annual CA SkillsUSA-VICA State Conference. The State Executive Council will review and contact the local chapter if there are any questions and concerns. After proper review, copies will then be mailed to the local chapters 30 days prior to the Annual CA SkillsUSA-VICA State Conference for their evaluation. The proposed amendments can only be passed with a 2/3-majority vote of the seated State Delegation.

Section 3. By-Law changes or additions must be consistent with this constitution and may be submitted through the State SkillsUSA-VICA Director and/or President/CEO to the State Executive Council at any time throughout the year. The proposed change or addition must be submitted on the proper form and must contain 2/3 of the submitting chapter's members, "signature of approval", in order to be considered. The State Executive Council will review the proposed change or addition and contact the local chapter in case of concerns or questions about the recommended By-Law change or addition. The Executive Council will either adopt the change or addition, deny the change or addition, or refer it to committee for further investigation.