

Bylaws of
Intercollegiate Press Association of Texas Inc.,
(DBA) Texas Intercollegiate Press Association

April 11, 2025

Article I. Name

Section 1: The corporation shall be known as the Intercollegiate Press Association of Texas Inc., DBA, Texas Intercollegiate Press Association (TIPA).

Article II. Purpose

Section 1: The corporation shall exist to make available opportunities for sharing ideas, concepts, practices and other information related to education in journalism and mass communication among its members.

Section 2: The corporation shall open and promote channels of communication and cooperation among journalism, mass communication and student media programs at public and private two-year and four-year colleges and universities in Texas.

Section 3: The corporation shall promote channels of communication and cooperation between professional media and journalism, mass communication and student media programs at public and private two-year and four-year colleges and universities in Texas.

Article III. Membership

Section 1: There shall be one class of membership in this corporation: Institutional.

Section 2: Institutional members shall be restricted to student media staff members, advisers, supervisors or directors of editorial, business, technical, broadcast, print, online or literary phases of student media operations in Texas colleges and universities, involved in college journalism education including teaching, administration of programs or supervision of programs. To be classified as an institutional member, the institution must have fully paid membership dues for the current fiscal year.

Section 3: The dues of this organization shall be \$120 per annum, per institution, and shall be payable on Dec. 31.

Article IV. Officers

Section 1: Officers of TIPA shall be student media faculty advisers from current member institutions.

Section 2: The officers of TIPA shall be the president, vice president, recording secretary and Central Office executive director/treasurer.

Section 3: The office of president, vice president and recording secretary shall each carry two-year terms, with elections to be conducted during the Annual Convention (further described in Article V below) in odd-numbered years.

Section 4: Officers serve until their successors have been elected and installed in office. In the case of a vacancy in the office of president, the vice president shall assume the role and duties of that office. In the event of a vacancy in the offices of vice president or recording secretary, the Executive Committee (further described in Article V below) shall appoint a person to fill the office.

Section 5: The Central Office executive director/treasurer shall represent the college or university selected by the corporation to furnish facilities for the operation of the Central Office.

Section 6: The offices of president, vice president and recording secretary shall be filled by a nominating committee appointed by the TIPA president. There may also be nominations from the floor at the annual TIPA business session.

Section 7A: The president, vice president and recording secretary shall be elected by majority vote of TIPA faculty adviser representatives at the annual TIPA business session.

B: The president is to preside over all regular and all called meetings of TIPA. The president shall have the authority to call special meetings of TIPA and the Executive Committee and shall appoint the members of committees and create new committees as the need arises.

C: The vice president shall assist the president, and, in the absence of the president, shall preside at the annual business session. Additionally, the vice president shall recruit Texas colleges and universities to join TIPA.

D: The recording secretary shall assist the president and the vice president with correspondence throughout the year and keep the minutes of the proceedings of the regular TIPA business session, as well as any called meetings.

E: The Central Office executive director/treasurer shall assist the officers and members of TIPA at all times and do Central Office correspondence and necessary bookkeeping for the organization. A record of all proceedings in the organization shall be kept by the Central Office along with all literature pertinent to the convention. The executive director/treasurer coordinates the annual contests as authorized in the office TIPA Contest Rules.

Article V. Committees

Section 1: Executive Committee. The Executive Committee shall be composed of the president, vice president and recording secretary of TIPA, the Central Office executive director/treasurer, three faculty advisers representing two-year colleges (selected by two-year college advisers) and four students

selected by student representatives. The Committee is authorized to handle all general business of the organization not reserved for the annual convention. Actions of the committee shall be reported at the next annual convention. The TIPA president shall serve as chairperson.

Section 2: Standing Committees. TIPA maintains a number of standing committees to perform various functions on behalf of the organization. Committee members are appointed by the TIPA president. The standing committees shall be:

- a. Freedom of Information Committee (chaired by TIPA president)
- b. Convention Committee (chaired by executive director)
- c. Scholarship Committee (composed of previous year's recipients and respective advisers)
- d. Previously Published/Broadcast Contest Rules Committee (chaired by executive director)
- e. Live Contest Rules Committee (chaired by executive director)
- f. Adviser of the Year Committee (chaired by previous recipient once removed)
- g. Nominating Committee (chair named by TIPA president, odd-numbered years)
- h. Membership Committee (chaired by TIPA vice president)

Section 3: Hall of Fame Committee. This committee shall consist of the executive director (chair) and the Executive Committee members (as described in Article V, Section 1 of these bylaws).

Article VI. Meetings

Section 1: TIPA shall meet officially once during the calendar year, in the spring. The spring meeting, which will be conducted on at least two consecutive days, and called the Annual Convention, will include the TIPA business session.

Section 2: The Annual Convention shall be the "general meeting" of TIPA. It shall consist of journalism/mass communication workshops, presentation of contest awards, establishment of committees, reports from the previous spring meeting and election of officers in odd-numbered years.

Section 3: The business session shall be primarily a business session for faculty advisers. All business items shall originate and be acted upon by the members. All items may be reviewed at the following spring convention. A quorum for the business session shall be a simple majority of faculty advisers from active member institutions attending. The TIPA president shall preside at the business session.

Section 4: Voting. All issues to be voted on shall be decided by a simple majority of those attending the business session in which the vote takes place.

Section 5. Order of business.

1. Call to order
2. Reading of minutes of previous meeting
3. Committee reports
4. Executive director report
5. Reports from officers
6. Old and unfinished business
7. New business
8. Adjournment

Article VII. Amendments

Section 1: Bylaws may be amended at the faculty advisers' business session of TIPA by a two-thirds vote of the session attendees. Amendments shall take effect immediately following the adjournment of the session.

Section 2: Proposed amendments to the bylaws shall be drafted by a committee appointed by the TIPA president.

Section 3: Amendments to the bylaws shall be written into the document, replacing the portion amended.

Article VIII. Procedure

All questions regarding parliamentary procedure shall be settled by Robert's Rules of Order.

Article IX. Dissolution

Upon the dissolution of this organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

Article X. Compensation/Reimbursement

Section 1: No TIPA member or officer may be compensated for duties performed in the name of the organization. The TIPA executive director shall be paid a stipend of \$6,000 per year with an annual membership review of the stipend during each annual convention.

Section 2: The executive director may be reimbursed for personal expenses incurred conducting business and/or activities directly related to TIPA. These expenses may include, but not be limited to, travel expenses, office supplies and document reproduction costs.

Article XI. Legal Claims

Any legal claims against any of TIPA's directors or officers for work performed on behalf of TIPA will come from TIPA.

Article XII. Nondiscrimination

TIPA does not discriminate on the basis of race, color, age, religion, national origin, sexual orientation, gender identity, sex, marital status, disability, or status as a U.S. veteran.

Article XIII. Conflict of Interest

Each officer of TIPA has a duty to place the interest of the organization foremost in any dealings with or on behalf of the organization. No officer shall use his or her position, or the knowledge gained therefrom, in such a manner that a conflict arises between the interest of the organization and his or her personal interests.

Article XIV. Indemnification

Any officer or director of the organization shall be indemnified to the full extent allowed by the laws of the State of Texas.

Article XV. Organization Relationship

TIPA works closely with the Texas Community College Journalism Association (an organization with membership consisting of student media from the Texas two-year, public and private colleges) including organizing workshops and seminars. TCCJA members will also have a business meeting during the TIPA convention.