

# Constitution of the Colorado Classics Association

As emended and ratified on 02.26.05; 09.24.2016; 10.09.21; 9.23.23

## Table I: Suspension of Previous Constitutions

All previous constitutions and by-laws, if any, of the Colorado Classics Association are hereby superseded.

## Table II: Name and Purpose of the Association

The name of this organization will be the Colorado Classics Association. Its purpose will be to promote interest in the study of the classical languages and classical antiquity in the schools, colleges, and universities of Colorado. CCA will foster fellowship among those with a shared interest in the classics and will provide the broadest possible framework for any activities dealing with the classical world. Also, as an active organization for teachers, CCA is intended to help students of the classics obtain the greatest benefit from their courses so that they are prepared and encouraged to continue study of the classics throughout their formal education and thereafter.

## Table III: Membership and Meetings

Any adult with an interest in the study of Latin, Greek, or classical civilization in the state of Colorado may join the CCA. Members in good standing will have paid, in full, the annual dues of the association and will therefore have the right to vote. The CCA will normally hold semi-annual meetings. Voting procedure: a. *Election of officers*: officers will be elected by the vote of members in good standing. Ballots will be circulated at least two weeks prior to the meeting at which an election result is to be ratified. b. *Other items of business*: all other items of business should also be advertised in advance by the co-presidents and must be voted on at the regular meetings of the CCA by the members present. Absentee votes on all matters, including but not limited to elections, are also admissible. The procedure for absentee voting will be agreed by the officers and publicized by the co-presidents at least two weeks in advance of the relevant vote.

## Table IV: Co-Presidents

In order to provide meaningful representation in CCA for both K – 12 teachers and instructors at the postsecondary level, one co-president of CCA will be a faculty member at any college or university in Colorado, and one will be a teacher from any K – 12 school in the state. The co-presidents will take responsibility for the program at the semi-annual meetings and will appoint members to all necessary committees and subcommittees. In collaboration with the Communications Director, they will maintain permanent and publicly available archives of CCA activities on the CCA website and/or whatever other tools the CCA should employ for communications purposes. They will ensure that all pertinent materials reach their successors in office.

## Table V: Additional Officers

The co-presidents will be assisted by four additional officers whose titles and duties are:

Vice-President: will assist the co-presidents with the organization of CCA meetings and in case of a vacancy will serve in place of either of them until a new co-president can be elected at the next regular elections;

Secretary: will keep minutes, circulate them promptly after a meeting, and finalize them for publication on the CCA website after approval at the subsequent meeting; and will conduct the annual elections;

Treasurer: will keep the CCA's financial records, circulate them upon request, collect dues, maintain an annual record of members in good standing, and distribute payments and reimbursements;

Communications Director: will gather and publish news, and maintain the CCA's website and/or whatever other tools the CCA should employ for communications purposes.

#### Table VI: Terms of Office

The co-presidents will hold office for two years, and they may not succeed themselves. Their terms will be staggered. All other officers will hold office for two years and may succeed themselves. All regular terms of office will begin on June 1<sup>st</sup> and end on May 31<sup>st</sup> of the relevant calendar year.

#### Table VII: Officer Nomination and Vacancy

At all relevant intervals, the standing CCA officers will act as a nominating committee for the upcoming elections. They will solicit nominations broadly from the membership for the purpose of drawing up a proposed slate of officers to stand for election. Officers may handle a resignation or other unexpected vacancy (besides that of a co-president, provided for under Table V: Vice President), by appointing a replacement until the next regular election cycle. In case of need, a CCA officer other than a co-president may be appointed to fill the vacancy. The position may also be left vacant until the next regular election.

#### Table VIII: Changes to Dues

Any change in annual dues for the following academic year will be recommended by the co-presidents at a regular meeting of the CCA in the academic year prior to that in which the changes would take effect, and must be approved by the members at that time.

#### Table IX: Rules of Order

*Robert's Rules of Order, Revised* will govern the procedures of this association in all cases to which those rules apply and in which they do not conflict with any other rules passed by the membership.

#### Table X: Amendments

This constitution may be amended by a two-thirds vote of the members at any regular CCA meeting, provided that a copy of the proposed amendment shall have been distributed to the CCA membership at least two weeks prior to that meeting.

Table XI: Ratification Procedure

This constitution will take effect and be in force immediately after its ratification by a two-thirds vote of the constituent members, as defined in the original constitution, provided that copies thereof shall have been included in the notice of the meeting sent to all members.

Table XII: Signature and Publication

After adoption, this constitution will be signed by the co-presidents who are serving at the time of its adoption. The signed copy, together with all amendments and by-laws, will be kept in the custody of the secretary and posted on the CCA website and/or whatever other tools the CCA should employ for communications purposes.

Elizabeth Bowman  
D'Evelyn Jr./Sr. High School  
Co-president of the CCA, 2022–24

Carole Newlands  
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Co-president of the CCA, 2023-25