

# **ASSOCIATION FOR CHRISTIANS IN STUDENT DEVELOPMENT Constitution**

## **Article I**

### **NAME**

The name of this organization shall be “Association for Christians in Student Development” (ACSD).

## **Article II**

### **MISSION STATEMENT**

To equip and challenge members to infuse their Christian faith into student development practice and scholarship.

## **Article III**

### **DOCTRINAL STATEMENT**

1. We believe there is one God, eternally existing in three persons: Father, Son, and Holy Spirit.
2. We believe the Bible to be inspired, the only infallible, authoritative Word of God.
3. We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious death and atonement through His shed blood, in His bodily resurrection and ascension to the right hand of the Father, and in His personal, visible return in power and glory.
4. We believe man and woman created in the image of God, were tempted by Satan and fell, and that, because of the exceeding sinfulness of human nature, regeneration by the Holy Spirit is absolutely necessary for salvation.
5. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life, and by whom the church is empowered to carry out Christ’s great commission.
6. We believe in the bodily resurrection of both the saved and the lost; those who are saved unto the resurrection of life, and those who are lost unto the resurrection of damnation.

## **Article IV**

### **MEMBERSHIP**

Membership is open to all persons involved or interested in the student development profession in institutions of higher education who subscribe to the doctrinal statement and meet the requirements outlined in the bylaws.

## **Article V**

### **OFFICERS**

1. Officers of the Association shall be the president, president-elect, professional development chair, outreach and engagement chair, business and administrative chair, diversity chair, and scholarship chair.
2. Officers shall be elected by membership through a ballot provided on the ACSD website. Once elected, the professional development chair, outreach and engagement chair, business and administrative chair and scholarship chair may serve in the same office for no more than two consecutive three year terms. The term of the president shall be limited to one two-year term. The president-elect will serve one two-year term with automatic assumption of the office of president at the end of their respective terms.
3. Officers must be current members of ACSD.
4. The executive committee shall be composed of the officers of the Association.

## **Article VI**

### **EXECUTIVE DIRECTOR**

The executive director shall be appointed by the executive committee. The executive director is responsible for assuring that all ACSD business is conducted within the By-Laws and policies set forth by the executive committee. The executive director supervises the technology specialist.

### **TECHNOLOGY SPECIALIST**

The technology specialist shall be appointed by the executive director and approved by the executive committee. The technology specialist is responsible for maintaining the ACSD website, identifying and supporting effective use of online tools and processes to enhance communication between ACSD and its members.

## **Article VII**

### **MEETINGS**

The annual meeting shall be held at a time and place determined by the executive committee.

## **Article VIII**

### **AMENDMENTS**

It is preferred that amendments to the Constitution be made at the annual business meeting of the Association. In cases where timeliness is of importance, voting may take place via electronic means. Both methods of voting require that the proposed amendments be submitted via email or U.S. mail to each member at least 30 days prior to the voting period. Both methods of voting require a two-thirds majority of the votes cast for adoption.

# **ASSOCIATION FOR CHRISTIANS IN STUDENT DEVELOPMENT BY-LAWS**

## **Article I**

### **MEMBERSHIP**

#### Section 1.

- a. Each applicant must subscribe to the doctrinal statement and accept the Constitution and the By-Laws of the Association.
- b. Membership shall be open to persons actively involved or interested in student development in higher education, or committed to such a position for the ensuing year, or pursuing graduate work in student development or a related field.
- c. An application form available on the ACSD website and sent annually to the current membership must be completed and submitted to the Association.

#### Section 2.

- a. The annual membership fee shall be determined by recommendation of the executive committee to the membership at the annual conference and shall be voted upon by those members present and must pass by simple majority.
- b. Membership in ACSD is rolling and lasts for 1 year from the date of registration and payment of dues.

#### Section 3. Termination

Membership may be eliminated by voluntary written withdrawal, by action of the executive committee based upon proof that the member no longer meets the standards of the Association, or by failure to pay the annual dues.

## **Article II**

### **THE EXECUTIVE COMMITTEE**

#### Section 1. Nomination and Election

- a. The executive committee shall serve as the nominating committee and shall be sensitive to representation of the various segments of the organization.
- b. Members shall vote by completing a ballot provided on the ACSD website by the specified date.

#### Section 2. Duties and Officers

- a. President  
The president shall serve as chair of all the meetings of the Association and of the executive committee, shall give overall leadership to the activities of the Association in achieving its objectives and implementing its policies, shall follow through on matters delegated to individuals and committees, and shall be an ex-officio member of all committees.

- b. President-Elect  
The president-elect shall assist the president as delegated in the ongoing leadership of the organization and shall serve as chair in the absence of the president.
- c. Professional Development Chair  
The professional development chair coordinates all career and placement services; and, provides leadership for all professional retreats (i.e. New Professionals Retreat, Mid Professionals Retreat, Emerging Professionals Retreat, and the SG Summit).. The professional development chair provides leadership for the Professional Development Leadership Team.
- d. Outreach and Engagement Chair  
The outreach and engagement chair shall oversee Association initiatives for engaging current and prospective members and provide leadership for the Collaborative Leadership Team.
- e. Business and Administrative Chair  
The business and administrative chair shall keep minutes of the meetings of the Association and executive committee; maintain accurate records of the bylaws, Constitution, and Association policies; manage the finances for the Association; ensure external compliance and protection; and provide leadership for the Business and Administrative Leadership Team.
- f. Scholarship Chair  
The scholarship chair shall be responsible for promoting and coordinating the editing, publishing and distribution of research and official publications of the Association as well as advance all educational programming through webinars and other modalities. The scholarship chair shall provide leadership for the Scholarship Team.
- g. Diversity Chair  
The diversity chair shall be responsible for leading the diversity initiatives of the Association as well as provide leadership for the Diversity Leadership Team.

### Section 3. Ex Officio Members

- a. Executive Director  
The executive director is a non-voting ex officio member of the executive committee. The duties of the executive director will be outlined by the executive committee.
- b. Technology Specialist  
The technology specialist is a non-voting ex officio member of the executive committee. The duties of the technology specialist will be outlined by the executive director and approved by the executive committee.

### Section 4. Duties of the Executive Committee

The executive committee shall be responsible to formulate procedures to fulfill the purposes of the Association. It shall:

- a. Act on behalf of the Association in transaction of necessary business meetings.
- b. Appoint committees, Leadership Teams, commissions, and leaders for Collaboratives.
- c. Plan the program for the annual conference in conjunction with the host school.
- d. Have power to authorize and regulate any group or activity using the name of the Association.
- e. Consider and present any suggested amendments of the Constitution and/or By-Laws.
- f. Authorize an annual audit of the financial records of the Association.

### Section 5. Vacancies

A vacancy in office other than that of the president and president-elect shall be filled by appointment of the executive committee. The president-elect shall assume the office of the president in the event the presidency is

vacated. In the event that the position of president-elect is vacated, a new president-elect will be elected through a ballot on the ACSD website and serve the remainder of the president-elect term and then serve as president.

#### Section 6. Removal from Office

An officer may be removed from office for any of the following reasons:

- a. Demonstration of negligence, incompetence, inability, or corruption in performing the duties of said office.
- b. Demonstration of corruption or moral impropriety at his or her home institution.
- c. In situations involving incompetence, corruption, and moral impropriety and in accordance with biblical guidelines, it is expected that the officer in question will have been confronted about the relevant issues in a prayerful manner and in a spirit of love and humility. While full restoration to a position of leadership and influence within the organization may not be wise or possible, restoration to a supportive Christian fellowship remains a goal.

Any elected or appointed officer of the executive committee may move to remove an officer. A seconded motion for removal shall require a unanimous vote by the executive committee to confirm removal. Removal from office is immediate.

- a. No officer is permitted a vote in the matter of his or her removal.
- b. If removal proceedings are initiated against the president, the president-elect will preside for the removal discussion and vote.

### **Article III**

#### **MEETINGS**

##### Section 1. Time and Place

The business meeting shall be held during the annual conference.

##### Section 2. Quorum

Members present at an annual business meeting shall constitute a quorum.

##### Section 3. Parliamentary Law

Business meetings of this Association shall be conducted according to Robert's Rules of Order.

### **Article IV**

#### **COLLABORATIVES**

##### Section 1. Purpose

To foster the spiritual and professional effectiveness of Christian student development personnel by facilitating groups that collaborate around a common interest, a job function, a professional need, or a geographic area in a manner consistent with the mission of ACSD and the purposes stated in the Constitution and By-Laws.

##### Section 2. Objectives

- a. To promote integration of biblical principles within the profession
- b. To enhance professional growth of members
- c. To provide fellowship and support among the membership by offering connecting and access points
- d. To make available resources that will contribute to personal and professional growth.

### Section 3. Collaborative Leader

An Association member shall be appointed for a term by the executive committee to fulfill the designated objectives.

## Article V

### AMENDMENTS TO THE BY-LAWS

It is preferred that amendments to the By-Laws be made at the annual business meeting of the Association. In cases where timeliness is of importance, voting may take place via electronic means. Both methods of voting require that the proposed amendments be submitted via email or U.S. mail to each member at least 30 days prior to the voting period. Both methods of voting require a two-thirds majority of the votes cast for adoption.

## Article VI

### AMENDMENTS

- a. The Association for Christians in Student Development (ACSD) is organized exclusively for charitable, religious, education or scientific purposes under section 501 (c) (3) of the International Revenue Code.
- b. No part of the net earnings of ACSD shall inure the benefit of, or be distributed to members, trustees, officers, or other private persons, except the ACSD shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth hereof.
- c. No substantial part of the activities of the ACSD shall be carryon of propaganda, or otherwise be attempting to influence legislation, and ACSD shall not participate on behalf of any candidate for the public office.
- d. Notwithstanding and other provisions of these articles, ACSD shall not carry on any other activities not permitted to be carried on by an organization exempt from federal income tax under section 501 (c)(3) of Code, or ban an organization to which contributions are deductible under section 170 (c)(2) of the Code.
- e. Upon dissolution of the ACSD, the officers shall, after paying or making provisions for the payment of all the liabilities of the Association, dispose of the remaining assets of the organization to such organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes which at the time qualify' as exempt organization under section 501 (c)(3) of the Code. (World Vision International has been designated as the organization that would receive ACSD's assets if ACSD were to be dissolved)
- f. The Business/Membership Chair position shall be divided into two separate positions. The Business Chair shall receive and account for all monies and make payments authorized by the executive committee, and prepare a financial report for the annual meeting. The Membership Chair shall maintain all membership records and corresponding services.

Ratified: June 5, 1980

Amended: June 8, 1983  
June 8, 1985  
June 3, 1986  
June 7, 1988  
June 6, 1989  
June 3, 1992  
June 8, 1995

June 8, 2000  
June 5, 2002  
June 4, 2008  
June 9, 2010  
June 6, 2013  
June 3, 2015  
June 7, 2017  
March 16, 2019  
June 9, 2021  
June 5, 2024