



CONSTITUTION AND BYLAWS OF THE CATHOLIC CAMPUS MINISTRY ASSOCIATION

ADOPTED JUNE 1, 2016

Last edited December 1, 2020

Constitution of the Catholic Campus Ministry Association

PREAMBLE Cognizant that the Roman Catholic Church has been associated traditionally with the growth and encouragement of higher education; aware that institutions of higher learning in the United States are major centers of influence in our pluralistic society; and convinced that the pastoral and prophetic mission of the Church must be implemented at all levels of higher learning; we hereby dedicate ourselves to the principles of John Henry Newman and do establish the Catholic Campus Ministry Association.

ARTICLE I – NAME

The name of this organization shall be the Catholic Campus Ministry Association (CCMA).

ARTICLE II - PURPOSE

CCMA is a professional organization of campus ministers whose purposes, within the context of the Gospel and the Roman Catholic tradition, shall be:

- A. To provide opportunities for networking, peer support, and community among campus ministers;
- B. To support and provide opportunities for the professional and spiritual development of campus ministers;
- C. To be a coordinated, strong, and prophetic voice for the Church's ministry in higher education;
- D. To promote the mission of the Church in higher education as presented in the pastoral letter of 1985, Empowered by the Spirit;
- E. To promote active participation of its members in the leadership of campus ministry on national, regional, and local levels;
- F. To establish appropriate relationships with individuals and agencies in ministry and in higher education;
- G. To encourage ecumenical and inter-faith understanding among campus ministers;

H. To provide guidelines and assistance for recruiting campus ministry personnel.

ARTICLE III – MEMBERSHIP

There shall be various categories of membership as determined by the CCMA staff in dialogue with the Executive Board.

ARTICLE IV – GOVERNANCE

A. CCMA is governed by an elected Executive Board.

B. The Executive Board is assisted by the Standing Committees, Ad Hoc Committees and an Executive Director as designated in the Bylaws.

ARTICLE V – EXECUTIVE BOARD

A. The Executive Board shall have these powers: to engage in whatever activities are deemed necessary within the limits set by the Constitution, the Bylaws, and the financial resources of CCMA:

1. to oversee the business of the CCMA;
2. to provide for its own organization and operations;
3. to appoint and supervise an Executive Director;
4. to appoint committees;
5. to appoint its own successors in accord with Article II of the Bylaws.

B. The Executive Board shall consist of members as designated by the Bylaws.

C. The Executive Board shall meet at least twice annually, of which one meeting will be designated as the Annual Meeting. The Annual Meeting will include the election of new members and officers as outlined in Article II of the Bylaws, a vote on a proposed budget, and other business as needed. Special meetings may be called by the Chair or by petition of at least three elected Executive Board members.

D. A simple majority of the entire voting membership of the Executive Board shall constitute a quorum for its deliberations.

E. The Executive Board shall maintain a National Executive Office.

F. In the event of an Executive Board vacancy, the Executive Board shall determine the time and manner of replacement.

ARTICLE VI – DISSOLUTION

A. Upon dissolution of the CCMA, the Executive Board, after paying or adequately providing for the debts and obligations of the CCMA, shall dispose of all remaining assets to another Catholic organization or organizations exempt under Section 501(c)(3) of the Internal Revenue Code or another Code Section appropriate to the disbursement of assets.

- B. No part of the net earnings or assets of the CCMA shall ever inure to or be for the benefit of or distributable to its members, trustees, officers or other private persons. (Except that the Association shall be empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the exempt purposes for which it was formed.)
- C. Notwithstanding any other provisions or articles in this Constitution and Bylaws, the CCMA 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 the Internal Revenue Code.

ARTICLE IX – AMENDMENTS

- A. The Executive Board, by majority vote, may propose amendments to the Constitution to the CCMA membership at large. Members of CCMA may propose amendments to the Constitution for the Executive Board’s consideration with the signature of at least twenty (20) members.
- B. A proposed amendment shall be ratified by a two-thirds majority of votes validly cast by CCMA members on or before a date established by the Executive Board which shall not be less than fifteen (15) days from the date a proposed amendment is published and distributed to members.

BYLAWS OF THE CATHOLIC CAMPUS MINISTRY ASSOCIATION (Adopted June 1, 2016 and last edited December 1, 2020)

ARTICLE I – MEMBERSHIP

- A. Membership shall be open as provided in Article III of the Constitution of the CCMA.
- B. The term of membership shall be from July 1 to June 30.
- C. Dues are payable by a date established by the Executive Board. Members who have not paid their dues by this date shall be considered inactive; member status may be reinstated by payment of dues for the current year.

ARTICLE II – EXECUTIVE BOARD

- A. The Executive Board shall function as outlined in Article V of the CCMA Constitution.
- B. The membership of the Executive Board shall consist of:
1. up to fifteen (15) members;
 2. at least six positions will be reserved for Associates.
- C. The Executive Board elects its own members through a process directed by its Board Affairs Committee.
1. The Board Affairs Committee is responsible for identifying and making recommendations to fill new or vacant Executive Board seats.

2. Any member may nominate themselves or another member for consideration by the Board Affairs Committee.
3. The Board Affairs Committee presents a candidate(s) at the Annual Meeting where a quorum must exist to elect members.
4. A simple majority vote is required to elect a candidate to the Executive Board.

D. Executive Board members shall serve a three year term which may be renewed for one consecutive term (no more than six consecutive years). During 2021-2022 only, a one-year extension is granted to all Executive Board members who have reached the six- year maximum at the conclusion of 2020-2021.

E. The term of office of Executive Board members begins on July 1 and ends on June 30.

F. The Executive Board shall elect from its own members to fill the positions of Chair and Vice Chair of the Board. The Chair and Vice Chair of the Executive Board shall serve a one year renewable term.

ARTICLE III – COMMITTEES

A. The Standing Committees of the CCMA Executive Board shall be:

1. Board Affairs Committee;
2. Finance Committee;
3. Development Committee;
4. Programming Committee;

B. Ad Hoc Committees and Task Forces may be appointed by the Executive Board as needed or by the Executive Director who will report such appointments to the Executive Board as soon as possible.

C. Membership on Standing or Ad Hoc Committees shall consist of at least two members of the Executive Board. Other committee members shall be Associates and/or Affiliates of the CCMA.

ARTICLE IV – EXECUTIVE DIRECTOR

A. The Executive Director shall:

1. Abide by a contract which includes a job description of specific duties set by the Executive Board;
2. Serve as a non-voting member of the Executive Board;
3. Report on the activities of the national office at each Executive Board Meeting;
4. Participate in an annual performance evaluation directed by the Chair of the Executive Board.

B. At the termination of the contract, the Executive Director shall deliver all monies, rights, securities and documents of the CCMA in his or her hands to his or her successor or to the CCMA.

ARTICLE V – INDEMNIFICATION

Except as otherwise provided by the Constitution and Bylaws of the Catholic Campus Ministry Association, CCMA shall indemnify Executive Board members, officers, association employees and volunteers against expenses of suit and liabilities actually and necessarily incurred by him or her in connection with any legal action to which he or she may be a party, defendant or any claim of liability asserted against him or her by reason of such a person being or having been an Executive Board member, officer, employee or volunteer of this association to the extent that such a person's activity is covered by CCMA's liability insurance and to the extent to which the association is permitted by law.

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