

ACCESS CONSTITUTION

ARTICLE I - NAME

The name of the organization shall be ACCESS.

ARTICLE II – PURPOSES

The purpose of this association will be:

Section 1. To provide professional growth opportunities and resources for Christian institutions and individuals committed to develop greater accessibility in education.

Section 2. To extend God’s kingdom and bring glory to His name by encouraging its members to evangelize, edify, or equip students to grow in their knowledge and application of the Scripture in their learning and living.

Section 3. To encourage its members to improve the quality of their courses, programs, and educational services.

Section 4. To promote the purpose of the Association to other, organizations and the public.

Section 5. To encourage accessible education internationally by communicating or strategically partnering with like-minded associations around the world when appropriate.

ARTICLE III - TENETS OF FAITH

Section 1. We believe that there is one God, eternally existing in three persons: Father, Son, and Holy Spirit. (Deuteronomy 6:4; 1 John 2:22-23, 2 Corinthians 13:14)

Section 2. We believe the Bible to be the inspired, the only infallible, authoritative word of God. (Psalm 19:89, 2 Timothy 3:16, 2 Peter 1:21)

Section 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 atonement through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal and visible return in power and glory. (Colossians 1:15, John 1:1, John 1:14, Luke 1:35, Hebrews 4:15, Acts 2:22, 1 Peter 2:24, Luke 24:1-48, Acts 1:9, John 14:2-3, Acts 1:11)

Section 4. We believe that man was created in the image of God, that he was 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. Regeneration is possible only through faith in the shed blood of Jesus Christ. (Genesis 1:27, Genesis 3:15, Romans 5:12, Psalm 51:5, Romans 3:10, Romans 3:23, Titus 3:5, 1 Peter 1:18-19)

Section 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. (John 14:14-17, Acts 1:6-8, Acts 13:2-4, Romans 8:14)

Section 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. (Matthew 25:31-46, 1 Thessalonians 4:13-18, John 5:28-29)

ARTICLE IV - CODE OF ETHICS

As members of ACCESS, we recognize our responsibilities toward God, the public, students, and the Association. To fulfill these responsibilities, we pledge adherence to the Code of Ethics.

Section 1. The logo or name of the Association will never be used in a way that asserts or implies that affiliation with the Association denotes accreditation.

Section 2. All publications and promotional efforts will truthfully present the programs and/or services of the member and will avoid claims, comparisons, and statements that may reflect negatively on other institutions.

Section 3. Academic and financial requirements will be set forth in an ethical and straightforward manner.

Section 4. Members will not discriminate because of race, sex, color, or national origin.

Section 5. No practice will be employed which will reflect negatively on the kingdom of God or the Association.

Section 6. The Executive Committee reserves the right to censure, suspend, or revoke membership for violation of the Code of Ethics or incompatibility with the tenets of faith.

Section 7. Membership that has been censured, suspended, or revoked may be appealed at the annual business meeting. The official intent to appeal should be made in writing with the Executive Committee. A final vote will be rendered by the voting membership of the Association at the annual business meeting.

ARTICLE V - OFFICERS

Section 1. Officers. The officers of this Association shall be a President, Vice President, Secretary, Treasurer, and Executive Director. The President, Vice President, and Secretary are elected at the Annual Business Meeting of the Association by a simple majority vote according to the manner of election provided. They shall be chosen from the membership of the Association. The Executive Director is a standing member of the Executive Committee.

- a. The Treasurer shall be an appointed, permanent officer, a position that can be amended by constitutional change.
- b. The office may be vacated by executive decision or notification by the Treasurer 60 days prior to the annual conference.

Section 2. Elections.

- a. Terms of Office.

(1) The President, Vice-President, and Secretary positions shall be two-year terms. They shall be staggered with the President and Secretary being elected in one year and Vice-President in another.

(2) Elected officers are eligible to serve three consecutive terms (whether full or partial) in any position. They are not eligible for at-large positions in a fourth consecutive term.

b. Beginning of Terms. Newly elected officers shall assume the responsibilities of office immediately following the Annual Business Meeting at which they are elected.

Section 3. Vacancies. If a vacancy occurs during the year, the Executive Committee may choose someone on the committee or a member at-large for the remainder of that year. The Nominating Committee shall present candidates to fulfill unexpired terms at the next Annual Meeting. If vacancies occur within sixty (60) days prior to the Annual Meeting, the Nominating Committee may wait until the following Annual Meeting to present candidates.

ARTICLE VI - MEMBERSHIP

Section 1. Categories and Criteria. There are three categories of membership.

a. Individual – an individual membership for anyone with an interest in Christian, accessible, nontraditional education. Individual members are entitled to one vote.

b. Institutional – for institutions and organizations that offer or plan to offer Christian, accessible, nontraditional education, resources, courses, degrees, or programs. This category provides for three voting members.

c. Affiliate – for associations representing individual membership and of similar purpose.

Affiliate membership provides:

1. Membership rates to the annual conference or other fee-based meetings
2. Access to all conference materials
3. Invitation to submit Course of the Year proposals

Affiliate membership does not provide:

1. Voting privileges
2. Access to members-only pages on the ACCESS website
3. Eligibility for officer positions

In addition, all members (Institutional, Individual, and Affiliate) must meet the following criteria: support the purposes of the Association, agree with the Tenets of Faith, and adhere to the Code of Ethics.

Section 2. Membership Application Process.

a. Candidates for new membership or current members who wish to change membership category may submit a membership or renewal fee. Application includes agreement with Tenets of Faith and Code of Ethics.

Section 3. Honorary membership. Upon the recommendation of the Executive Committee, honorary membership may be granted to individuals who have made significant contributions to ACCESS and its purposes and have served a minimum of 10 years in the field of nontraditional Christian education. Honorary members enjoy the rights of professional membership. Annual membership fees and conference registration fees are waived.

ARTICLE VII - AMENDMENTS

This Constitution may be amended only at the Annual Business Meetings by a two-thirds majority of the voting members present, provided that the proposed amendment shall have been submitted to the membership at least sixty (60) days prior to the meeting at which it is be considered.

ACCESS BY-LAWS

ARTICLE I PARLIAMENTARY ORDER

Robert's Rules of Order Newly Revised will be the standard for the parliamentary procedure for meeting of the Association.

ARTICLE II POWERS AND DUTIES OF OFFICERS

Section 1. General Powers and Duties

The Executive Committee, as a whole, shall:

- Serve as a Board of Trustees of the Association and shall hold in trust any property acquired by the Association.
- Establish and maintain policies for the Association.
- Assure financial integrity of the Association.
- Hire the Executive Director.
- Review and approve the strategic plan presented by the Executive Director.
- Evaluate the performance of the Executive Director and the services of the Association.
- Oversee implementation of membership policies.
- Appoint members-at-large to the Executive Committee.
- Appoint members of the Nominating Committee.

Section 2. President

The President shall:

- Preside at the Annual Meeting and other official meetings of the Association.
- Call and preside at meetings of the Executive Committee.
- Work closely with the Executive Director in strategic planning.
- Assist the Executive Director as an official representative of the Association.

Section 3. Vice-President

The Vice-President shall:

- Preside in the absence of the President.
- Assist the Executive Director in the planning and implementation of the Annual Conference.

Section 4. Secretary

The Secretary shall:

- Keep minutes for the Annual Meeting and all meetings of the Executive Committee.
- Assist the Executive Director with the management of the membership roll.

Section 5. Treasurer

The Treasurer shall:

- Oversee the financial condition and bookkeeping of the Association.
- Assist the Executive Director with the payment of expenses and submitting reports to the Executive Committee and Association.

ARTICLE III COMMITTEES

Section 1. Executive Committee. The Executive Committee shall represent the Association and conduct business between the official sessions of the Association within the confines of this Constitution and By-Laws.

Section 2. Nominating Committee. The Executive Committee shall appoint a nominating committee which shall select names of candidates to be presented to the Annual Business Meeting for election.

Section 3. Other Committees. Subordinate, standing, and special committees shall be appointed by the Executive Committees as needed.

ARTICLE IV ORDER OF BUSINESS

The regular order of business for the Annual Business Meeting of the Association shall be:

1. Report of the President.
2. Report of the Secretary.
3. Report of the Treasurer.
4. Special reports.
5. Unfinished business.
6. Election of officers.
7. New business.
8. Adjournment.

ARTICLE V QUORUM

The Voting members present at the Annual Business Meeting or at official business meetings shall constitute a quorum.

ARTICLE VI AMENDMENTS

Amendments to the By-Laws may be made at any Annual Business Meetings of the Association. Amendments to be adopted shall require a majority of all votes cast.

ARTICLE VIII MEETINGS

Section 1. Annual Business Meeting. The time and place of the Annual Business Meeting of the entire Association shall be the responsibility of the Executive Committee and is to be held in conjunction with the Annual Conference. Notifications of all meetings shall be made by the Secretary thirty (30) days in advance.

Section 2. Special Meetings. Special meetings may be called by the Executive Committee as deemed necessary and must be announced by the Secretary thirty (30) days in advance.

ARTICLE IX FINANCIAL POLICIES

Section 1. The following members of the Executive Committee will be authorized to sign on any Association account: Treasurer and Executive Director.

Section 2. For purpose of reporting and auditing, the fiscal year for ACCESS begins October 1, and ends September 30 of the following calendar year.

Section 3. Reimbursements. All elected officers are entitled to reimbursement for actual expenses incurred in the fulfillment of their duties.

ARTICLE X DISSOLUTION

Upon dissolution of the corporation, the Executive Committee which also serves as Board of Trustees shall, after paying or making provision for the payment of all the liabilities of the corporation, dispose of all the assets of the corporation exclusively for the purpose of the corporation in such a manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious purpose in the field of Christian continuing education as shall at the time qualify as an exempt organizations under Section 501(c)3 of the Internal Revenue Code of 1954 (or the corresponding provision of and future United States Internal Revenue Law), as the Board of Trustees shall determine. Any such assets not so disposed of by the Court of Common pleas of the county in which the principal office of the corporation is then located.