

CONSTITUTION of TESOL-Ukraine (Teachers of English to Speakers of Other Languages in Ukraine)

Article I: NAME AND PURPOSES

Section 1: This organization shall be known as TESOL-Ukraine (Teachers of English to Speakers of Other Languages in Ukraine), an affiliate of the International Association, TESOL, Inc. (Teachers of English to Speakers of Other Languages), having its headquarters in Alexandria, Virginia, USA.

TESOL-Ukraine is a professional, non-profit, and non-governmental organization.

Section 2: The purposes of this organization shall be:

- To improve the practice of language teaching, to stimulate the professional development of the teachers of English, to strengthen instruction and research in the teaching of English in Ukraine.
- To disseminate information about language teaching by providing a means of pooling and exchanging ideas, resources, by offering regular workshops and conventions, and by providing in-service training opportunities.
- To foster members' professional interests within the educational system of the country, encouraging cooperation and mutual support among teachers of English.

- To establish and maintain contacts through affiliation with the International TESOL and other related organizations with similar concerns.
- To provide support activities in developing and maintaining students' language skills.

Article II: MEMBERSHIP

Section 1: Any qualified teacher of English at any educational level is eligible for membership.

Section 2: Membership in TESOL-Ukraine is open to individuals and groups up to ten people. A member is a person/group who has applied and paid for membership.

Section 3: An individual/group member has the right to vote. Non-voting membership is open to non-educational institutions and organizations, which are not involved in teaching (libraries, tourist agencies, etc.).

Section 4: The membership year extends for one calendar year.

Article III: OFFICERS

Section 1: TESOL-Ukraine shall be run by the Executive Committee and Oblast Leaders (one leader from each oblast of Ukraine including Crimea and Kyiv) elected/re-elected by ballot of the membership at the Annual General Meeting.

Section 2: The Executive Committee shall consist of seven officers - the President, the Vice-President, the Secretary, the Treasurer, the National Coordinator, the Newsletter Editor, and the Website Editor.

Section 3: The term of office of the Executive Committee shall be three years and begin the first day after the elections. Officers may serve in the same position for two terms, either in succession or with an interval and may run for election for a different office, but the total length of time as an officer on the Committee in any position may not exceed six years.

At the Annual General meeting two members of the Executive Committee shall be elected/re-elected on the rotating basis, of which two – (the Vice President and the Newsletter Editor) will serve for a period of one year only, and two more (the Secretary and the National Coordinator) will serve for a period of two years only. The remaining two members (the President and the Treasurer will serve a normal term of three years).

Section 4: The President shall be in charge of general co-ordination and oversight of the affairs of the Affiliate and be a chief spokesperson at TESOL-Ukraine events, a liaison officer to communicate with the TESOL Central office, a representative of TESOL-Ukraine in relations with outside bodies.

Section 5: The Vice-President shall deputize for the President and assist the President in the execution of the organization's key areas of activity (recruitment, workshops, conferences, publications).

Section 6: The Secretary shall keep all minutes and official documents, shall be responsible for notifying the members of all the events and shall handle all official correspondence of the organization.

Section 7: The Treasurer shall be responsible for conducting and recording the financial business of the Affiliate. At the Annual General Meeting the Treasurer shall present the annual financial statements to the membership.

Section 8: The National Coordinator shall assist the Oblast Leaders in planning regional events.

Section 9: The Newsletter Editor shall be responsible for preparing and editing the TESOL-Ukraine Newsletter.

Section 10: The Oblast Leaders shall be responsible for all the issues and activities in their oblasts. They shall be elected/re-elected yearly by TESOL-Ukraine members in their oblasts for a maximum term of three years, and shall be accountable to the Executive Committee. They shall decide on the events, activities and publications and keep the Executive Committee informed of all the issues.

Section 11: At least three TESOL-Ukraine officers of the Executive Committee/Oblast Leaders shall be individual members of TESOL, Inc.

Section 12: Members with a particular area of interest shall form Special Interest Sections. Special Interest Sections shall elect their officers, who shall plan and conduct the Section activities (workshops, meetings, seminars, publications) and keep the Executive Committee informed of their business.

Article IV: ELECTIONS

Section 1: Officers shall be nominated by a Nominating Committee and elected at-large by ballot at the Annual General Meeting. The term of office for all officers shall be three years.

Section 2: The Nominating Committee shall consist of a Chair and three other members (representing four different regions of Ukraine) who shall be elected by the members present at the Annual General Meeting. It shall be the function of this committee to prepare a slate for the following annual election and present such slate to the Executive Committee at least 70 days before the next Annual General Meeting for the Executive Committee to have it published in the TESOL-Ukraine Newsletter. Additional nominations may be made by any fifteen members if submitted in writing to the Nominating Committee at least 20 days before the Annual General Meeting, at which the elections will be held.

Section 3: The Chair of the Nominating Committee shall be responsible for obtaining the consent of each candidate before placing his/her name on the ballot and for preparing relevant biographical information about each

candidate, this information to be included in the TESOL-Ukraine Newsletter. The Chair of the Nominating Committee shall present the report of the Nominating Committee to the membership at the Annual General Meeting. There shall be no nominations from the floor at the Annual General Meetings.

Section 4: Elections shall be by acclamation in cases where only one candidate has been nominated and by secret ballot in cases where more than one candidate has been nominated.

Section 5: A vacancy in any office, except that of President, shall be filled by an appointment by the President, with approval of two-thirds of the Executive Committee. If a vacancy occurs in the President's position, the Vice-President shall succeed to the Presidency.

Article V: PUBLICATIONS

Section 1: TESOL-Ukraine shall e-publish a quarterly newsletter for the members.

Section 2: TESOL-Ukraine Annual Conventions shall have Conference Papers published to disseminate information of professional interest. TESOL-Ukraine workshop/seminar materials shall be published if necessary.

Section 3: The Oblast Leaders and Special Interest Sections shall decide on their publications to meet their own needs.

Article VI: MEETINGS

Section 1: The Executive Committee meetings shall be held three times a year at the time and place decided upon by their respective members.

Section 2: The Leadership Meetings (including the Executive Committee and Oblast Leaders) shall be held twice a year.

Section 3: The Annual General Meetings shall be held at the annual conventions.

Section 4: At least 25 members at the Annual General Meeting shall constitute a quorum for voting purposes.

Section 5: For Executive Committee Meetings, a majority of the Executive Committee Members shall constitute a quorum.

Section 6: The Executive Committee shall have the right to call special meetings of the Oblast Leaders or the general membership.

Article VII: COMMITTEES

Section 1: All past presidents shall be members of an advisory committee. They shall be invited to all Leadership Meetings, and asked to advise on events such as the Annual Convention/Regional Conferences.

Section 2: Other committees shall be formed as needed and agreed upon by the majority of members of the Executive Committee.

Article VIII: FINANCE

Section 1: Annual membership dues of an individual membership and the annual dues for a group membership shall be adjusted by the Executive Committee for every calendar year.

Section 2: The income shall be generated from different sources (membership dues, sponsorship, donations, conferences, public events, social events, promotional materials, teaching materials etc.) and used to cover the activities and events of TESOL-Ukraine. No part of the earnings shall benefit or be distributed to its members, officers or other private persons except as a reasonable compensation authorized by the Executive Committee for services in the major activity areas.

Section 3: As a non-profit and non-political organization TESOL-Ukraine shall not attempt to influence legislation, carry on any propaganda or intervene in any political campaign.

Article IX: **AMENDMENTS**

This Constitution may be amended by two-thirds vote of the members present and voting at the Annual General Meeting. Advanced notice of any proposed amendment shall be given 60 days prior to the Annual General Meeting.

Article X: **DISSOLUTION**

Upon the dissolution of TESOL-Ukraine the Executive Committee shall pay all the liabilities of the Affiliate and dispose of all its assets in accordance with the purposes stated in the constitution.