

CONSTITUTION OF THE ASSOCIATION FOR CHINESE MANAGEMENT EDUCATORS (ACME)

ARTICLE I – NAME

The name of this organization shall be “the Association for Chinese Management Educators,” hereinafter referred to as ACME.

ARTICLE II – GOALS

The goal of the ACME is to provide a forum for members to exchange information and to stimulate cooperation with both academic and nonacademic organizations in the Pacific Rim region.

ARTICLE III – MEMBERSHIP

1. Classes of Membership. There shall be two classes of memberships, each with voting rights, privileges, and qualifications established by the Bylaws.

- a. Member – Any person interested in furthering the goals of ACME.
- b. Institutional Member – Any organizational entity interested in furthering the goals of ACME.

2. Admission to Membership. Individuals and organizations paying the appropriate dues as specified in the Constitution and Bylaws will be admitted to membership.

3. Voting Privileges. The rights to vote, to sign referendums, to initiate petitions, to hold office, and to sign nominating petitions are reserved to Members in good standing.

ARTICLE IV – DUES AND MEMBERSHIP YEARS

Dues will be established in accordance with the Constitution and Bylaws of the ACME. Subject to approval of the membership, the Board of Directors shall establish a schedule of membership dues and establish a membership year to be specified in the Bylaws.

ARTICLE V – OFFICERS

1. Officers. Officers of the association are specified in the Bylaws. Only members of the ACME may be nominated for office or hold office.

2. Term of office. The terms of office are specified in the Bylaws.

ARTICLE VI – BORAD OF DIRECTORS

1. Composition. The Composition of ACME Board of Directors, hereinafter referred to as Board, is specified in the Bylaws.

2. Duties. The Board shall be the chief policy-making and legislative body of the ACME, subject to referendum of the ACME’s membership. It shall establish objectives, budgets and take other actions necessary for implementation of ACME’s objectives.

3. All actions of the Board must be consistent with the ACME’s Constitution and Bylaws. Minutes of the Board meeting shall be published in the next available ACME newsletter.

ARTICLE VII – ELECTIONS AND NOMINATIONS

The procedures for nominations and elections are specified in the Bylaws.

ARTICLE VIII – MEETINGS

1. Annual general meeting. There shall be at least one general business meeting of the ACME each year open to all Members, held in connection with a professional meeting of ACME. All members shall be notified in writing as to the time and place of the annual general meeting at least 30 days before the said meeting.
2. Special meetings. Special meetings of ACME may be called by the Board as required. Each member of the ACME will be notified in writing of the purpose, place and time of any special meeting at least 30 days in advance of any such meeting.
3. Quorum. At any annual or special meeting of ACME, the members in good standing present shall constitute a quorum.

ARTICLE IX – CHANGES IN CONSTITUTION

1. No article shall be added to this constitution and no part shall be amended or annulled except by formal proposal, discussion, and written ballot approval by at least two-third of the members present at a business meeting of the ACME.
2. Proposals of change may be made by the Board or by a petition to the President that is signed by at least five percent of the active members of the ACME.
3. A proposed change in the Constitution shall be submitted to the membership of the ACME at least 30 days before the business meeting. Amendments to a proposed Constitution change may be made during a discussion of the proposed change at the business meeting provided that the amendments do not deviate from the subject matter of the amendment originally proposed.
4. Any change in the Constitution must be approved by the Board before taking effect.
5. Copies of amendments shall be distributed to the membership as soon as practical after adoption.
6. A complete history of amendments shall be kept in the files of the ACME by the Secretary.

ARTICLE X – BYLAWS

1. Bylaws may be adopted, annulled or amended by a majority vote at a business meeting.
2. All changes in the Bylaws must be approved by the Board of Directors before taking effect.

ARTICLE XI – REFERENDA

Upon its initiative, or upon the request in writing of five percent of the Members of the ACME in good standing, the Board shall submit a question to the ACME's members for a mail referendum vote. The ballot for such a vote shall be accompanied by briefs stating both sides of the question

ARTICLE XII – FINANCES

Transaction records for ACME will be kept by the Vice President–Treasurer. Deposits of funds received will be made to an account managed by the Treasurer. This account will be used for the payment of bills incurred by the ACME in accordance with the Constitution and Bylaws of the

organization. Reimbursement of this imprest account will occur only through checks issued by Treasurer upon receipt of documents supporting the expenditures made prior to the request for reimbursement. The Treasurer will maintain records of the revenue and expenditures of the ACME, along with balance held in the account. A copy of the summary of the account shall be sent to the President, President-Elect, as well as the members of the Advisory Board. Budgetary actions are subject to review by the Board members for consistency with overall goals, policies, and legal requirements of the ACME.

BYLAWS

BYLAW 1 – NOTICES

Unless otherwise indicated in these Bylaws, a requirement for notice shall be deemed to be satisfied by a direct mailing made to all Members 30 days before a scheduled meeting date.

BYLAW 2 – TERMS

1. Tax year. The tax year of the ACME runs from September 1 to August 31.
2. Membership. The membership term is one year beginning on September 1 and ending August 30.
3. Terms of Office. Term of all officials, elected or appointed, shall be one year except for the following: term of Vice President for Membership-Secretary and Vice President-Treasurer, Editor-in-Chief and Managing Editor of IJMTP shall be three years. All officials shall assume office at the end of the annual meeting in the year they are elected. The President-Elect will automatically assume the Presidency at the expiration of his/her term. The Vice President for Publication will automatically assume the position of President-Elect at the expiration of his/her term.

BYLAW 3 – BOARD OF DIRECTORS

1. Authority. Members of the Board are responsible for reviewing all ACME budgetary actions for consistency with overall goals, policies, and legal requirements of the ACME.
2. Composition. The Board of Directors shall consist of the President, the last three past presidents who also act as the members of the Advisory Board, and three elected members. Vacancies occurring within the year will be filled by presidential appointment. Those appointed to fill vacancies shall serve for the unexpired term of the office.
3. Meetings. The Board shall meet at least once a year. Additional meetings may be called by the President or by petition of two members of the Board. A quorum requires the presence of at least a majority of the members of the Executive Board. Meeting may be conducted via teleconferencing. Except as otherwise provided in the Constitution and Bylaws, the Board shall act by a majority vote.
4. The Board may empower the President to act for the Board in routine matters between meetings of the Board. Actions taken by the President on the Board's behalf are subject to review by the Board at its next meeting.

BYLAW 4 – OFFICERS AND OFFICIALS

1. Officers and Officials. The elected officers of the ACME shall be President, President-Elect, Vice President for Membership-Secretary, Vice President for Publications, Vice President-Treasurer, and three elected members of the Executive Board. The appointed officials of the organization shall be Local Arrangements Chairperson, Inter-organizational Liaison Officers,

Research Committee Chairperson, Editor-in-Chief and Managing Editor of the International Journal of Management Theory and Practice.

2. Duties of the Elected Officers.

- a. President. The President shall be the Chief Executive Officer of the ACME, Chairperson of the Board, and Conference Chair of the Conference Committee. He/she shall be responsible for planning and conducting the affairs of the organization in such a manner as to further the objectives of the ACME. He/she shall, subject to approval of the Board, make appointments specified in the Bylaws and other appointments deemed necessary for the conduct of the affairs of the organization.
- b. Past Presidents. The last three Past Presidents shall serve as members of the Board, and as members of the Nominating Committee.
- c. President-Elect. The President-Elect shall serve as the general assistant to the President, carrying out such duties as he/she may be assigned by the President, and serving as the Program Chair on the Conference Committee. The President-Elect shall act as President in event of the latter's absence or inability to serve.
- d. Vice President for Membership-Secretary. The Vice President for Membership-Secretary shall serve as Recording Secretary for the ACME. He/she shall keep and publish the Constitution and Bylaws of the organization, keep the minutes of all meetings and other records as specified in the Constitution and Bylaws, and perform other duties usual to the office of the Secretary. He/she shall also maintain the membership roll, and make copy of the updated annual membership roll available to all members of the organization.
- e. Vice President–Treasurer. He/she shall receive and disburse funds, publish an annual budget, prepare financial statements, and shall be responsible to the Board for an accurate and complete reporting of the financial affairs of the organization.
- f. Vice President for Publications-Proceeding Editor. The Vice President for Publication shall be responsible for acquisition and dissemination of relevant information of interest to the general membership of the ACME. Information shall be disseminated in the form of Newsletters. At least three issues of the Newsletter shall be published and disseminated to all active members each year. He/she shall also serve as the Proceeding Editor on the Conference Committee.

3. Duties of the Appointed Officials.

- a. Local Arrangements Chairperson. The Local Arrangements Chairperson shall be responsible for making the necessary local arrangements for the annual meeting. He/she shall work with the hotel and other local facilities to prepare for the activities planned for the annual meeting.
- b. Inter-organizational Liaison Officers. The Inter-organizational Liaison Officers shall be responsible for coordination activities with other academic and nonacademic organizations, and to manage and enhance the existing exchange programs.
- c. Research Committee Chairperson. The Research Committee Chairperson shall be responsible for developing activities to stimulate joint research activities among members of the ACME and between members of the ACME and other academia and industry or government.

- d. Editor-in-Chief of the International Journal of Management Theory and Practice. He/she shall be responsible for the appointment of associate editors and the general editing of the Journal.
- e. Managing Editor of the International Journal of Management Theory and Practice. He/she shall be responsible for the marketing, production and distribution of the Journal.

BYLAW 5 – NOMINATION AND ELECTION

1. Method for Nomination. Nomination of candidates for each office may be made by any active member prior to scheduled annual meeting. Members of the nomination committee shall verify the qualification of each nominee, and submit the qualified candidates for voting at the annual business meeting.
2. Method of Election – Election will be at the annual business meeting. Methods of voting may be decided at the discretion of the President. One-third of members in good standing shall constitute a quorum.

BYLAW 6 – FINANCES

The annual budget for the ACME shall be approved by the Board at the beginning of the tax year. The Board, through the vehicle of the budget, delegate to individual officers and members of the ACME authority to incur expenses and make financial commitments on behalf of the organization. No person is authorized, without Board authority, to make purchases, incur expenses or commit funds in the name of the ACME. Actual collection and disbursement of cash shall be supervised by the Vice President–Treasurer.

BYLAW 7 – COMMITTEES

1. Nomination Committee. The charge of the Nomination Committee is to nominate candidates, verify each candidate's qualification, and submit the qualified candidates for voting at the annual business meeting.
2. Conference Committee. The charge of the Conference Committee is to organize and arrange programs for the annual International Conference on Pacific-rim Management and to publish its proceeding.
3. Research Committee. The charge of the research committee is to promote joint research activities among members of the ACME and between members of the ACME and other academia, industry, or government.
4. Special Committees. Other Committees of the ACME may be established as necessary by the President or the Board.

BYLAW 8 – DUES

The annual dues for Members and Institutional Members shall be \$10. The annual due is for the membership year as specified in Section 2 of this bylaw, which covers the date of payment. The annual due shall be collected as part of the registration fee of the annual meeting for those members who attend the annual meeting. The annual dues collected at the annual meeting are for the coming membership year.