

ASHLAND UNIVERSITY

Collegiate Middle Level Association

Purpose

CMLA is a charter chapter of the National Middle School Association and is dedicated to providing significant learning opportunities for Middle Childhood Education candidates to extend their classroom experiences and better prepare them for their careers.

By-Laws

I. Membership

- A. Any teacher candidate who is interested in development of an effective middle grades educational program for adolescent students ages 10-15.
 - A. Merit - Exceptional involvement, attends all meetings
 - B. Active - Involved, attends most meetings
 - C. Member - Minimal involvement, attends few meetings
 - D. Probationary - Initial status
- B. Members will keep a running log of activities to determine membership status.
- A. Initial members will serve a probationary period. A process for moving from probationary to Member status will be determined by the Executive Team.

I. Finances

- AU/CMLA needs to have funds to support its local and national responsibilities.
- A. Dues will be \$10 per year.
- B. Dues will be used to support all activities and help defray costs of national meeting expenses.
- C. AU/CMLA will also seek additional funds through student activities and grants.

I. Executive Team

- A. The Executive Team will be guided by a Team Leader. The Team Leader will serve as liaison with organization sponsors; will coordinate committee leaders; will organize meetings; and will complete other tasks necessary for smooth operation of CMLA.
- B. Executive Committees will be coordinated by co-leaders, one an upper class student, one an underclass student.
 - A. Research and Publications
 - B. Outreach/Service
 - C. Professional growth
 - D. Programs
 - E. Fundraising
- C. The initial Executive Team will be appointed by the CMLA sponsors.
- A. Once the Executive Team is operational, subsequent openings will be filled by a vote of the Executive Team members.

I. Executive Counselors

- A. Faculty members who serve on the Middle Grades Program Team.

I. Meetings

- A. General meetings: 6 per year
 - A. September Meeting: Initial organizational meeting of the year.
 - B. October Meeting: Research meeting
 - C. November Meeting: Outreach meeting
 - D. February Meeting: Professional Growth meeting
 - E. March Meeting: Program meeting
 - F. April Meeting: Fundraising Review and year end celebration.
- B. Minutes will be the responsibility of the committee in charge of the meeting.
- A. Executive Team: 1 per month. Each committee will report on month's activities. Other agenda items the responsibility of the Team Leader.
- B. Notice of meetings: Initial meeting will be announced by direct mail to members and potential members. An annual calendar will announce the year's dates. Meeting reminders will be posted in Bixler Hall and through email.

I. Executive Committees

- A. Research (October Meeting)
 - A. Responsibilities: Plan a meeting which highlights current middle level research. Publishes a bulletin each semester which informs members of current middle level research. Encourages students to write for local and state publications.
 - B. Carry on appropriate activities throughout the year.
- B. Outreach/Service (November Meeting)
 - A. Responsibilities: Plan a meeting which will highlight service opportunities by members. Outreach Committee will find and coordinate service opportunities which members may complete.
 - B. Carry on appropriate activities throughout the year.
- B. Professional Growth (February Meeting)
 - A. Responsibilities: Plan a meeting which will inform students of current information dealing with adolescent issues. The Professional Growth committee will coordinate member portfolio responsibilities.
 - B. Carry on appropriate activities throughout the year.
- B. Program (March Meeting)
 - A. Responsibilities: Plan an annual professional dinner meeting with a keynote speaker. Professional attire will be required of all in attendance.
 - B. Carry on appropriate activities throughout the year.
- B. Fundraising (April Meeting)
 - A. Responsibilities: Plan a meeting to highlight fundraising efforts and successes. Will have a portion of each meeting to plan fundraising events or activities.
 - B. Carry on appropriate activities throughout the year.