



**BCATML**  
BC ASSOCIATION OF TEACHERS OF MODERN LANGUAGES

# BRITISH COLUMBIA ASSOCIATION OF TEACHERS OF MODERN LANGUAGES

## CONSTITUTION

### Name

The name of this association shall be the British Columbia Association of Teachers of Modern Languages, a provincial specialist association of the British Columbia Teachers' Federation, hereinafter known as BCATML.

### Objectives

The objectives of the BCATML shall be:

1. to promote and advance the teaching of modern languages throughout the province,
2. to communicate to members information related to modern language instruction,
3. to furnish recommendations and advice to the BCTF Executive Committee and other committees of the BCTF on matters affecting language teaching and language teachers,
4. to establish and maintain contact with other modern language associations.

### **Article 1: PSA Members**

1. Membership in the PSA shall be open to a person holding any form of BCTF membership (eg: active associate, student associate, honorary retiree) on payment of the appropriate PSA fee. *(AGM 2013)*
2. The membership year shall be for 12 consecutive list months from the date the application is processed by the BCTF. *(AGM 2013)*
3. Active and associate members of the BCTF will pay the "Member" fee. *(AGM 2013)*
4. A reduced membership fee shall be offered to students in post-secondary programs leading to teacher certification in BC (student associates), teachers who retired for active membership in the BCTF (honorary retirees) and teachers teaching on call (TTOCs). *(AGM 2013)*
5. All PSA members are eligible to vote and hold office in the PSA. Only BCTF active members can serve as president or vice-president or represent the PSA. *(AGM 2013)*

### **Article 1.1: PSA Subscribers**

1. An institution or person who does not hold any form of BCTF membership can become a subscriber to the PSA on payment of the "Subscriber" fee. *(AGM 2013)*
2. The subscription year shall be for 12 consecutive list months from the date the application is processed by the BCTF. *(AGM 2013)*
3. Subscribers are not eligible to vote, hold office, or represent the PSA. *(AGM 2013)*

### **Article 1.2: Honorary life members**

1. Honorary life membership in the PSA may be conferred by the Annual General Meeting of the PSA. (*AGM 2013*)
2. An honorary life member's eligibility to vote and hold office will depend on the member's current BCTF membership status. (*AGM 2013*)

### **Article 2 - Voting**

1. Voting privileges:
  - a. All full members in good standing shall have the right to vote at all general meetings of the BCATML
  - b. All affiliate and student members shall not have the right to vote at general meeting of the BCATML.
2. Voting procedures:
  - a. Voters shall be reminded prior to voting that only full members in good standing have the right to vote.
  - b. Voting shall be by show of hands at the general meeting.
  - c. Voting at all general meetings may be by ballot, if two-thirds of the voting membership present so request.

### **Article 3 – Fees**

1. Membership fees for each type of membership shall be established by resolution at the Annual General Meeting of the BCATML.

### **Article 4 – Meetings**

1. The Annual general Meeting:
  - a. The Annual General Meeting of the BCATML shall be held each year at a time and place designated by the Executive Committee.
  - b. At least two weeks prior to the meeting written notice of same shall be given to all members.
  - c. The business of the Annual General Meeting of the BCATML shall include the election of officers, receipt of reports, and any other business deemed necessary.
  - d. A quorum at the Annual General Meeting shall consist of at least five (5) percent of the active members of the Association. (*AGM 2014*)
  - e. If within 30 minutes from the time appointed for the Annual General Meeting a quorum is not present, the eligible voters in person shall constitute a quorum in order to allow the meeting to proceed. (*AGM 2014*)
2. General meetings:
  - a. General meetings of the BCATML shall be held at the call of the Executive Committee, with two weeks' prior written notice.
  - b. A general meeting may be called upon the request of 10 percent of the voting membership.
  - c. A quorum at a General Meeting shall consist of at least five (5) percent of the active members of the Association. (*AGM 2014*)
  - d. If within 30 minutes from the time appointed for the General Meeting a quorum is not present, the eligible voters in person shall constitute a quorum in order to allow the meeting to proceed. (*AGM 2014*)
3. Executive meetings:
  - a. Executive meetings shall be called by the president.
  - b. There shall be at least four Executive meetings held during the year.
  - c. There shall be a minimum of seven days' prior notice given to the members of the Executive Committee.
  - d. Emergency Executive meetings may be held as deemed necessary by the president.

- e. Executive meetings will be called by the president upon request of the majority of the Executive Committee.
- f. A quorum of the Executive members shall be the majority of the Executive Committee.
- g. Table officers' meetings may be called at the discretion of the president.

#### **Article 5 - Committees**

1. The executive committee shall consist of the Past-president and the following members in good standing, all to be elected at the Annual General Meeting of the BCATML, for a term of one year. The executive committee shall not exceed 14 members. (*AGM 2018*)
  - a. Table officers:
    - i. Past-president
    - ii. President (*AGM 2018*)
    - iii. Vice-president
    - iv. Secretary/Membership
    - v. Treasurer (*AGM 2018*)
  - b. Other members:
    - i. Elementary/Middle Years Representative
    - ii. French representative
    - iii. German representative
    - iv. Japanese representative
    - v. Mandarin representative
    - vi. Punjabi representative
    - vii. Spanish representative
    - viii. Other Languages representative
    - ix. Web Manager (*AGM 2018*)
2.
  - a. Each member of the Executive Committee shall be an active member of the BCTF and the BCATML.
  - b. The role of the Table officers can only be held by active members of the BCTF. Associate members are not able to hold the role of any Table officers.
3. Vacancies
  - a. Whenever a vacancy appears in the Executive Committee of the BCATML, the Executive Committee shall appoint a member, who has demonstrated a willingness to serve, to fill said position until the next Annual General Meeting is called.
  - b. Any person on the Executive of the BCATML who fails to attend three meetings without valid reason, shall be deemed to have resigned.
4. The duties of the Executive Committee shall be as defined in Robert's Rules of Order as interpreted by the BCTF constitution.
5. All meetings shall be conducted according to Robert's Rules of Order as defined by the BCTF.
6. The majority of the BCATML Executive shall be active BCTF members (not Associate members). (*AGM 2015*).

## **Article 6 - Appointments and Sub-committees**

1. Appointed positions
  - a. The Executive Committee shall appoint members to fulfill responsibilities deemed necessary.
  - b. Members appointed to fulfill responsibilities deemed necessary shall be responsible to the Executive Committee.
2. Sub-committees of the Executive Committee may be created by the President or the Executive Committee as necessary and are responsible to the same.
3. With the approval of the Executive Committee, sub-committee and other committee chairs may appoint members to their committees.

## **Article 7 - The audit**

1. There shall be an annual audit as part of the annual BCTF audit. *(AGM 2011)*

## **Article 8 - Chapters**

1. The Executive Committee shall have authority to grant recognition to chapters of the BCATML, to establish the boundaries of the chapters, and to establish regulations governing the organization of the chapters.
2. Such recognition shall depend on the submission by the chapter of its constitution to the Executive for approval and on the annual completion of a chapter report. *(AGM 2019)*
3. The Executive of the BCATML shall advise in the formation of a chapter, if necessary
4. Chapters shall adhere to the BCATML guidelines and to the policies of the BCTF.

## **Article 9 - Business with agencies and organizations outside the BCTF**

1. Any business which the BCATML finds necessary to conduct with any person, agency, or organization outside the BCTF, or any matter that is properly the concern of the PSA shall be conducted through the officers of the BCTF.
2. Any official representative on behalf of the BCATML can only be made with the approval of the president of the BCATML.

## **Article 10 - Amendments to the constitution**

1. The constitution may be amended by a 75 percent majority vote of members present at any general meeting, providing notice of such amendment/s has been submitted in writing to the Executive at least 30 days prior, and to the membership at least 14 days prior to that meeting.
2. A copy of this constitution is to be filed with the BCTF.

Constitution amended last on **Friday, October 25, 2019**.