

**PROPOSED BYLAWS OF THE SPORTS DIVISION
OF THE BROADCAST EDUCATION ASSOCIATION (BEA)**

ARTICLE I – NAME

The name of this division is the Sports Division of the Broadcast Education Association (BEA).

ARTICLE II – PURPOSE

The purpose of the division shall be: the improvement of teaching, the fostering of research in sports broadcasting and electronic media, and the networking of faculty and professionals interested in sports broadcasting and electronic media. To this end, the Sports Division shall provide the following:

- 1) A forum for
 - a) the exchange of teaching techniques and materials;
 - b) the presentation of juried and non-juried scholarly research and creative activity.
- 2) A means of evaluation through juried competition of scholarly research and creative activity.

ARTICLE III – OFFICERS

The governing body of the division shall be called the Executive Committee and shall consist of six officers: Chair, Vice Chair, Paper Competition Coordinator, Faculty Production Competition Coordinator, Student Production Competition Coordinator, Newsletter/Website Manager. Other officers may be elected, and duties assigned, as determined necessary by the division membership at the annual meeting (e.g., Membership Coordinator, List-serve Manager, etc.).

Section 1 – Chair

Duties of the chair shall include:

- 1) Overseeing the overall organization of the Sports Division;
- 2) Representing the Sports Division in all BEA convention meetings;
- 3) Chairing the business meeting at the annual BEA convention, including election of officers when scheduled;
- 4) Handling Sports Division business between BEA conventions;
- 5) Serving as panel coordinator, overseeing the evaluation and ranking of panel proposals;
- 6) Authorizing expenditure of Sports Division funds

Section 2 – Vice Chair

Duties of the vice chair shall include:

- 1) Representing the Sports Division in all BEA convention meetings in absence of the chair, or as designated by the chair;
- 2) Assisting the chair during the business meeting at the annual BEA convention;
- 3) Assisting the chair in handling division business between BEA conventions;
- 4) Assisting the chair in reviewing and ranking panel/workshop proposals;
- 5) Assisting the chair and the Media Arts Festival coordinators with matters related to sports entries and exhibitions;
- 6) Assuming the chair's position at the end of the chair's term.

Section 3 – Paper Competition Coordinator

Duties of the paper competition coordinator shall be:

- 1) Disseminating information about the paper competition to Sports division membership;
- 2) Selecting judges for the competition;
- 3) Coordinating the judging procedures including preparing judging forms, distributing papers to the judges, and tallying judging forms;
- 4) Notifying winners and losers of the competition and providing judges' feedback on all paper submissions;
- 5) Forward winner's information to the Convention Chair, and next ranked papers to the Scholar-to-Scholar coordinator;
- 6) Chairing the session in which the paper competition winners are presented.

Section 4 – Faculty Production Competition Coordinator

The duties of this coordinator shall include:

- 1) Dissemination of information about festival news competitions among Sports Division members and BEA member schools;
- 2) Selecting judges for the competition;
- 3) Coordinating the judging procedures including preparing judging forms, distributing entries to the judges, and tallying judging forms;
- 4) Notifying winners and losers of the competition and providing judges' feedback on all submissions;
- 5) Forward winners' information that will be included in the program to the convention chair;
- 6) Serving as the Faculty Sports Division representative on the BEA Festival Committee, and work with the Festival Chair to produce plaques, and performing all other duties and communication/information as required by the Festival rules;

- 7) Hosting the award ceremony to present faculty sports winners.

Section 5 – Student Production Competition Coordinator

The duties of this coordinator shall include:

- 1) Dissemination of information about festival news competitions among Sports Division members and BEA member schools;
- 2) Selecting judges for the competition;
- 3) Coordinating the judging procedures including preparing judging forms, distributing entries to the judges, and tallying judging forms;
- 4) Notifying winners and losers of the competition and providing judges' feedback on all submissions;
- 5) Forward winners' information that will be included in the program to the convention chair;
- 6) Serving as the Student Sports Division representative on the BEA Festival Committee, and work with the Festival Chair to produce plaques, and performing all other duties and communication/information as required by the Festival rules;
- 7) Hosting the award ceremony to present student sports winners.

Section 6 – Newsletter/Web Manager

The web manager is responsible to the Division Chair. Duties of the position shall include:

- 1) Writing or editing all materials for the website;
- 2) Publishing, maintaining, and regularly updating the site;
- 3) Produce and distribute the division electronic newsletter 2–3 times per year
- 4) Taking minutes at Division meetings, distributing them to the membership and archiving them

Section 7 – Procedures for Election of Officers

Only members of the Division are eligible to cast a vote for officers. The chair and vice chair are elected to one-year terms. All other officers are normally elected to two-year terms in odd-numbered years. Nominations will be gathered by the Sports Division Chair prior to the convention and put together into a slate of officers. The Vice Chair shall move into the chair's position at the end of the election, therefore, the chair's position is generally not open for election. Additional nominations will be accepted from the floor at the business meeting during the annual BEA convention. After the nominations are closed, there will be a vote on the slate of uncontested offices, and/or individual votes for contested offices. The candidates getting the most votes of the members

who are present and voting at the business meeting will be elected to their designated offices.

If an officer cannot complete his or her elected term or assume the designated progression assignment, the following rules will apply:

Chair: If the chair cannot complete the one-year term, the vice chair will become chair and serve the remainder of the departing chair's one-year term. At the next annual business meeting, nominations will be accepted for a new vice chair and the elected nominee will become vice chair. After completion of the interim term, the chair will serve his/her normal term.

Vice Chair: If the vice chair cannot assume the duties as chair, the current chair may be nominated or self-nominated to serve one additional year as interim chair and oversee an election for a replacement vice chair. If the current chair declines the opportunity to serve as interim chair, new elections will be held for both vice chair and chair, according to terms for officers described previously.

All other officers: If any of these officers cannot complete their terms, nominations will be accepted at the next BEA convention business meeting for interim replacements.

Terms: Chair and vice chair are limited to one consecutive term in the same office. After a period of four years, members who have served one term as chair and vice chair may be nominated to serve a second one-year term in each office. All other members of the Executive Committee are limited to two consecutive terms in the same office.

ARTICLE V – PAPER COMPETITION

The purpose of the paper competition shall be to provide a juried evaluation of scholarly research in the area of sports electronic media. The competition shall be open to both members and nonmembers of the BEA. However, all competition winners shall be required to send at least one paper author or representative to present their winning paper at the BEA annual convention. The paper competition shall follow the BEA guidelines, and shall consist of both open and debut categories. The debut competition shall include any papers by authors who have never before submitted a paper to BEA, and shall have a \$200 award for first place and a \$100 award for second place. The open competition shall include all other papers submitted to the Sports Division and there shall be first and second place winners, with monetary awards to be determined by availability of Sports Division funds. The responsibility for operating the competition shall fall to the Paper Competition Coordinator(s). There shall be at least three judges for the competition with the coordinator(s) making every effort to balance the judges by geographic area. The deadline for entry shall be

dictated by the BEA Executive Board. Winners shall be notified by the date specified by the BEA Executive Board.

ARTICLE VI – DIVISION PANELS

Panel proposals are submitted to the chair of the Sports Division by the deadline established by the BEA. Both members and nonmembers of the BEA may submit panel proposals with the understanding that all panel members plan to attend the BEA annual convention. The chair, with assistance from the vice chair, coordinates the rank ordering of the proposals. The chair submits the rank-ordered panels to the convention coordinator by the established deadline. Upon receipt of the final recommendation of the convention coordinator, the chair notifies the panel conveners of the decision regarding their proposals.

ARTICLE VII – PRODUCTION COMPETITION

The purpose of the Media Arts Festival—Sports competition shall be to provide juried review of sports productions. The competition shall be open to both members and nonmembers of BEA, including faculty and students. However, all competition winners shall be required to attend the convention as BEA members or forfeit their award. The festival competition shall follow the BEA/Media Arts Festival rules and guidelines. Awards will be given in both faculty and student categories. The responsibility for operating the competition shall fall on the Production Competition Coordinators (Student and Faculty) for the division, but funding for the awards shall come from the BEA. There shall be at least three judges for the competition with the coordinators making every effort to balance the judges by geographic area. The deadline for entry shall be dictated by the BEA Executive Board. Winners shall be notified by the date specified by the BEA Executive Board.

ARTICLE VIII – BYLAW CHANGES

Sports Division members may propose bylaw changes in advance of the convention and also from the floor at the annual business meeting. Proposed changes are made in the form of a motion and require a second. Motions may be discussed prior to the meeting (e.g., via e-mail) and are also discussed at the meeting (if seconded). When discussion is closed at the meeting, a vote is taken. To pass, a proposed bylaw change must receive a majority of votes from the division members who are present and voting at the annual meeting.

Division bylaws shall at all times comply with BEA Interest Division Policies and Guidelines, which shall supersede these bylaws in the event of a conflict.