

History of Changes to the OCCA Bylaws and Constitution

1962 – Original constitution *Oregon Community College Association Constitution and By-Laws Adopted December 19, 1962* and supporting minutes cannot be located.

1966 – *Constitution and Bylaws Adopted December 19, 1962 and amended May 14, 1966*

The revisions are shown in a document titled “Final Draft of Revisions as authorized by Coordinating Committee Action on November 18, 1965” and with a memo dated February 1996, but no supporting minutes.

1. (I) NAME: Changed name to Oregon Community College Association
2. (III) SECTION: Changed election of officers procedure to note that each section (administrative officers, members of boards of education, other staff and faculty, and members of student bodies) shall elect its own officers and adopt its own constitution and bylaws.
3. (IV) COMMITTEES: Revised Central Coordinating Committee to be 3 officers and 1 member at large from each section and described duties associated with this executive committee. Removed “Executive Committee” and “Standing Committee”.
4. (V) MEMBERSHIP: Revised to state that institutional membership shall be open to all public community colleges in Oregon (instead of “to institutions operating under Chapter 602 Oregon Laws”).
5. (VI) MEETINGS: Revised to state that there shall be one annual meeting held at a time set by the central coordinating committee.
6. (VII) AMENDMENTS: Removed.
7. (VII) VOTING: Added to state that voting on any matter before the association at its annual meeting or special meetings shall be by institution.
8. (VIII) AMENDMENTS TO CONSTITUTION AND BYLAWS: Revised slightly.
9. (VIII) SPONSORED ORGANIZATIONS: Removed.

1967 – *Constitution and Bylaws Adopted December 19, 1962; amended May 14, 1966 and May 6, 1967* and supporting minutes.

1. (VII) DELEGATE ASSEMBLY: Added a paragraph on the delegate assembly and defined role.

1968 – *Proposed Revision of the Oregon Community College Constitution and By-Laws Adopted December 19, 1962, Amended May 14, 1966, May 6, 1967 and May 10, 1968* and supporting minutes.

Includes a resolution adopted by the coordinating committee dated May 11, 1968.

1. (V) MEMBERSHIP: Revised to differentiate the dues structure between an associate individual membership and associate commercial membership.

1970 – Constitution and Bylaws Adopted December 19, 1962; amended May 14, 1966, May 6, 1967, May 10, 1968 and May 9, 1969 and May 8, 1970

There are no supporting minutes—documentation for this year is almost completely missing. (Note: This copy of the bylaws notes an amended date of May 9, 1969, but there is no paperwork to support the 1969 amendment.)

1. (IV) COMMITTEES: Revised Central Coordinating Committee to add a voting representative at the request of any member community college not having a representative on the committee.
2. (IV. B.) Revised to state that the chairman shall extend an invitation for ex officio membership on the committee to an appropriate rep of the State Department of Education and a member of the Chancellor’s office for Community colleges

1974 – Constitution – As Ratified at a constitutional convention held March 21, 1974 in Portland, Oregon

There are no supporting minutes—documentation for this year is completely missing. The constitution was thoroughly revised in both format and content.

1. Section 2 PURPOSES: Several purposes were added.
2. (IV) COMMITTEES: This 1970 section was deleted, removing the Central Coordinating Committee. This is one of the biggest changes, making it necessary to add include additional sections (described below.)
3. Article II MEMBERSHIP: Revised to remove institutional, individual, associate individual and commercial individual memberships. States that any public community college is eligible. Added “Admission”, “Discontinuance” and “Other Membership” paragraphs.
4. Article III MEETINGS: Added paragraphs on the “Annual Convention”; “Special Meetings”; “Delegates and Voting”; and “Parliamentary Rules”. Deleted (VII) DELEGATE ASSEMBLY paragraph from 1970 version.
5. Added several new sections: (IV) OFFICERS, (V) BOARD OF DIRECTORS (lengthy), (VI) BOARD OF EDUCATION COUNCIL; (VII) CHIEF EXECUTIVE OFFICER COUNCIL, (VIII) AFFILIATES, and (IX) AMENDMENTS.

1980 – April 12, 1980 minutes but no copy of the bylaws.

Page 5 of the April 12, 1980, minutes state: “The only discussion about the constitution concerned the proposed addition of a section addressing open meetings and stating OCCA’s intent to conduct its meetings in accordance with the Open Meetings law.” The suggestion was adopted unanimously.

1989 – OCCA Constitution Proposed Revision September 16, 1989 and supporting minutes

Minutes dated November 11, 1989, contain the motions to approve changes to the bylaws, but a copy of the revised bylaws cannot be located. There is a copy of proposed revisions dated September 16, 1989.

1. (III) MEETINGS: Deleted “Open Meetings” paragraph.
2. (VII) INDEMNIFICATION: Deleted. (This section is not shown on the 9/16/89 revisions.
3. Several minor revisions as noted in the minutes, page 2.

1990 – OCCA Bylaws dated and signed June 23, 1998 and supporting minutes

1. (IV. B.) MEMBERSHIP: Adds “Persons elected to the positions of President and Vice-President of the Association shall be ex-officio members of the Board of Directors and shall have the same rights as any other Director
2. (IV.E) VOTING: Adds “...and any ex-officio Director from that District...”
3. (IV. J.) SUBSTITUTES States “In the event a Director is unable to attend a meeting of the board of directors, the director may send a substitute who shall have the same rights as any other director.”

1997 – OCCA Bylaws dated and signed February 14, 1997 and supporting minutes

Changes to the bylaws were outlined in detail in the meeting on October 24, 1996 (minutes included.)

1. Membership clarified to mean that each college is a member of the OCCA (17 members).
2. The treasurer shall have specific duties such as development of the budget.
3. The president shall appoint committees.
4. The vice president will be responsible for the Howard Cherry award.
5. At the recommendation of the executive committee, the immediate past president would continue rather than by vote of the full board.
6. The board may take action on a proposed item during the same meeting it was proposed.
7. Performance review of the executive director would begin in January.
8. The Mission Statement “Inclusion” paragraph revised: “We represent all colleges and their diversity equally. We listen and have respect for varying opinions. We are concerned about accessibility for students.”

1998 – October 1996 minutes

There is no copy of the bylaws amended in 1998.

1. A change adopted at the October 1996 meeting was never added to the bylaws: “The change gave the board the authority to vote on a decision immediately, rather than

presenting the item at one meeting and voting at the next, if the board desired to take immediate action on an item.”

1999 – OCCA Bylaws dated May 21, 1999 and supporting minutes

1. Minutes from May 21, 1999 (page 4) and February 26, 1999 (page 3), spell out various changes in the bylaws.

2000 – OCCA Bylaws dated October 26, 2000 and supporting minutes

1. Revised to reflect that the executive direction evaluation would be in the October meeting rather than May.

2006 – OCCA Bylaws dated September 29, 2006 and supporting minutes

1. Added two at-large members on the Executive Committee.
2. Changed the chair of the Legislative Committee from the past president to the vice president.