

**MEDIA EDUCATION ASSOCIATION (MEA)
REVISED CONSTITUTION**

**ACCEPTED BY THE MEMBERSHIP AT THE FOURTH ANNUAL GENERAL
MEETING, ON 7TH JUNE 2010, SUBJECT TO THE FOLLOWING:**

- Launch of new MEA website at www.themea.org
- All MEA Officers registered on new website

1 Name and Definitions

1.1 The Association shall be known as the Media Education Association

1.2 In this constitution, terms used are understood as follows:

Media education, in this context, is defined by those who are media educators. The definition of what constitutes media education may therefore from time to time be determined by the Association acting through its Executive Committee.

Those who teach about the media will include those employed in Early Years, Primary, Secondary, and Further (and HE institutions as relevant), and those working in informal institutions outside the mainstream curriculum, and may also include freelance and independent trainers.

The Association serves all primary, secondary and FE institutions (and HE institutions as relevant), and will include community or other organisations working with young people and the media.

2 Aims

2.1 To seek, and create opportunities for, the practical, creative and intellectual development of media education and the disciplines with which it is involved.

2.2 To facilitate the sharing of views between, and seek a common voice amongst, educators involved in teaching media.

2.3 To represent those views to interested parties, including governmental and quasi-governmental bodies, in furtherance of the Aim 2.1 above.

3 Objectives

3.1 To provide a forum for media educators and practitioners, allowing discussion of issues concerning media education, including issues of funding, resources, policy and training, equal opportunities, standards and the relationship between the media/creative industries and education.

3.2 To collect and share information on media education across the curriculum and the different sectors of education.

3.3 To publish an online magazine, newsletters and/or other teaching and learning resources.

3.4 To create conferences, training activities, festivals and other events in different parts of England which will assist in:

the sharing of good practice,
the discussion of issues affecting the teaching of media
the development of intellectual thought concerning the discipline of media education
the reaching of consensual views on relevant issues.

3.5 To represent the views of the Association to relevant bodies, curriculum authorities, those in the media and creative industries, and in higher education; and to lobby on behalf of the Association.

3.6 To promote and support research in media education practice.

3.7 To promote policies which encourage full participation in media education by all sections of society; and which address issues of gender and sexual orientation, ethnicity, age and disability.

3.8 To establish, maintain links with, and encourage dialogue with similar Associations and other appropriate bodies, both nationally and internationally.

3.9 To uphold the highest standards in the teaching of media, and to monitor the work of other bodies concerned with standards in the same field.

3.10 To do all such other lawful acts which may be incidental or conducive to the attainment of the Aims and Objectives of the Association.

4 Membership

4.1 Membership shall be open to any person who registers their name and contact details on the Association's website [URL TO BE ADDED]. Membership is dependent on the possession of Internet access and a currently active e-mail address.

4.1.1 The Executive may terminate the membership of any member by removing their details from the website, subject to a majority vote and the recording of the reasons for the termination in the Association's records.

4.1.2 Grounds for the termination of membership will include, but are not confined to:

4.1.2.1 Posting of offensive or abusive material on the website

4.1.2.2 Infringement of copyright in material posted on the website

:

5 Notice of Meetings

5.1 Notice of meetings required to be served on Members of the Association shall be via electronic means (eg email). Notice will be deemed to have been received two working days after being sent.

6 The Executive Committee

6.1 The Executive Committee shall consist of a maximum of 16 persons including the elected officers aged 18 or over drawn from the Association's membership

6.2 The Executive Committee shall be elected annually at the Annual General meeting

6.3 Upon reaching the end of the allowed period of service, an Executive Committee member may offer himself/herself for re-election.

6.4 Candidates for election to the Principal Officer posts and to the Executive Committee shall be nominated and seconded.

6.5 Nominations for election to the Principal Officer posts and to the Executive Committee, and supporting statements, must be made by members of the Association in writing, and must be in the hands of the Association's Secretary at least 4 weeks before the Annual General Meeting. Statements in support of properly constituted nominations received by the secretary must be sent to all members not less than 2 weeks before the annual general meeting (see also 5.1 above). Should nominations exceed vacancies, there shall be an election by secret ballot. Two scrutineers will be chosen by those attending the AGM from members who are not members of the Executive Committee and who are not nominated for election.

6.6 Elections to the Executive Committee will be made by members, at the annual general meeting.

6.7 The Executive Committee has the power to co-opt on to the Committee any member deemed worthy of co-option. A co-opted member has no power to vote in Executive Committee.

6.8 The Principal Officers of the Executive Committee shall be Chair, Secretary and Treasurer. The holders of these posts shall be elected by the membership present at the Annual General Meeting, before the elections to the Executive Committee have been held. If the AGM fails to elect to these posts, the Executive Committee shall be delegated to elect such officers at their next meeting.

7 Meetings and Proceedings of the Executive Committee

7.1 Five Executive Committee members shall constitute a quorum of the Executive

Committee *provided that*:

One member is one of the FOUR officers *and*
One member is not one of the FOUR officers *and*
Proper notice of the meeting (as outlined above) has been given to all members.

7.2 The Executive Committee shall meet regularly as appropriate to attend to the business of the Association.

7.3 Notice of Executive Committee meetings shall be given at least 3 weeks before such meetings.

7.4 A Special Meeting of the Executive Committee shall be called at any time by the Chair or by any two members of the Committee provided that 14 days notice is given, unless the meeting involves the appointment of a co-opted member in which case 21 days notice shall be given.

7.5 The Chair shall act as Chair of the Executive Committee meetings. If the Chair is absent, another Executive Committee member who is present shall be elected *pro tem* in their place and before any business is transacted.

7.6 Every matter shall be determined by a majority of votes by the members on the Executive Committee present, but in the case of equality of votes the Chair of the meeting shall have an additional casting vote.

7.7 The Executive Committee shall keep minutes of the proceedings of the meetings of the Executive Committee and of any subcommittees, and shall publish these (when subsequently agreed) to the membership within a reasonable time via appropriate means (eg. email).

7.8 The Executive Committee may appoint one or more subcommittees consisting of one or more members of the Executive Committee and not more than six other full members of the Association, provided that all acts and proceedings of the said subcommittee shall be promptly and fully reported to the Executive Committee.

7.9 Executive Committee meetings may be held by electronic means, provided that no Committee member, or other member intending to observe that meeting, is excluded from participating as a consequence, and provided that such meetings are held in real time.

8 Meetings and Proceedings of the Membership

8.1 There shall be a General Meeting of the membership held annually. This will be called by the Executive Committee, which will give 4 weeks notice in writing of the date of the AGM, and 2 weeks notice of the agenda for the AGM.

8.2 The Chair of the AGM shall normally be the Chair of the Executive Committee.

8.3 The Executive Committee shall present to each Annual General Meeting the report and accounts of the Association for the preceding year.

8.4 At the Annual General Meeting, elections will be held for membership of the Executive Committee and, following that, for the officers of the Executive Committee.

8.5 The Executive Committee may call a Special General Meeting of the Association at any time. At least six weeks notice in writing shall be given, and the notice must state the business to be discussed.

8.6 If at least 10 members of at least 12 months' standing (except in the first year of operation) request a Special General Meeting in writing, stating the business to be considered, the Secretary of the Association shall call such a meeting. At least six weeks notice in writing shall be given, and the notice must state the business to be discussed.

8.7 The Association's Secretary, or other person appointed by the Executive Committee, shall keep a full record of proceedings at every general meeting of the Association, and shall publish those proceedings to the membership within a reasonable time, via appropriate means.

8.8 There shall be a quorum when 12 members of at least 12 months standing are present at any general meeting.

9 Powers

9.1 In furtherance of the aims and objectives but not otherwise the Executive Committee may exercise the following powers to:

- receive or solicit funds
- make contracts, employ staff and incur expenditure
- open bank accounts
- organise meetings
- publish literature
- affiliate with any similar Association
- do any lawful thing calculated to secure the promotion of the above aims and objectives.

10 Income, expenditure and accounts

10.1 The Treasurer shall be responsible for the planning and financial control of the Association. He/she shall notify members of fees due to the Association.

10.2 The funds of the Association, including all donations contributions and bequests, shall be paid into account(s) operated by the Executive Committee in the name of the Association at such bank or other financial institution as the Executive Committee shall from time to time decide.

10.3 The Executive Committee shall cause:

the keeping of accounting records for the Association

the preparation of annual statements of account for the Association
the auditing or independent examination of the statements of account of the
Association.

11 Alterations to the Constitution

11.1 Subject to the following provisions of this clause the Constitution may be altered by a resolution passed by a majority of the members present and voting at a General Meeting. The notice of the General Meeting must include notice of the resolution, the context for the alteration and the wording of the proposed alteration.

11.2 No amendment may be made which would have the effect of making the Association cease to be an Association at law.

12 Dissolution

12.1 Subject to the following provisions of this clause, the Association may be dissolved by a resolution passed by not less than two thirds of the members present and voting at a General Meeting. The notice of the General Meeting must include notice of the resolution, the context for the dissolution and any other proposals to be put to the Meeting concerning matters related to the dissolution.

12.2 Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such other Association or charitable institution having objects similar to the Association as the Executive Committee shall determine; or failing that shall be applied to some other charitable purpose as the Executive Committee shall determine.

Draft revisions version 1 4th March 2010 by CB.