

**AECT**  
**Research and Theory Division**  
**By-Laws**  
(Revised, 11-10-11)

**I. Name and affiliation**

The name of this organization shall be the Research and Theory Division (hereafter R&T) of the Association for Educational Communications and Technology (hereafter AECT).

As a division of AECT, R&T is fully subject to the policies of the association.

**II. Purpose and function**

The R&T division promotes the development and advancement of theory; promotes, presents, and disseminates research and scholarship that encompasses multiple perspectives; advocates the study of social and cultural issues in the field; supports, fosters, and mentors emerging scholars. The division provides a professional community for AECT members with an interest in research and theory.

**III. Membership**

Any AECT member is eligible to join the R&T Division.

**IV. Offices and governance**

Board of Directors

The R&T board shall be comprised of the Executive Committee, the Featured Research Coordinator, and all other members of the division who indicate their willingness to act in this capacity as indicated on their annual membership form, whether new or renewal. Board members shall attend an annual board meeting held at the AECT convention and participate in on-going board business as communicated through the R&T listserv.

Executive Committee

An Executive Committee comprised of the officers (President, Past-President, President-Elect and President-Elect Designate), a Communications Officer, an R&T liaison to the AECT Board, and up to 3 members-at-large, shall provide leadership to the division.

Officers

The division officers shall include President-Elect Designate, President-Elect, President, Past-President, and Communications Officer. Major areas of responsibility include the following:

- The President-Elect Designate shall assist the President-Elect with conference planning and program proposal evaluation
- The President-Elect shall be responsible for chairing the division convention planning activities.

- The President shall conduct all business, meetings, and other tasks relating to division activity within AECT.
- The Past President shall be responsible for elections of officers and R&T division awards.
- The Communications Officer shall act as R&T Webmaster
- The Division Secretary shall document meetings, prepare minutes and other duties as assigned by the division president.
- The R&T Representative to the AECT Board shall be elected every third year to a 3-year term, as stipulated in the AECT By-Laws.

#### Members-at-large

The Executive Committee shall include members-at-large elected from the division membership annually to one-year terms. Members-at-large may serve any number of consecutive terms, but must run for the office each year.

#### Featured Research Coordinator

The Featured Research Coordinator will coordinate the featured research program of AECT. ETR&D Research and Development editors will confer and recommend one or more individuals to serve for a 3 year term as Featured Research Coordinator. These nominees will be considered by the R&T Executive Committee.

#### Election process.

Election of a President-Elect and Members-at-Large shall be conducted online during the fall preceding the Annual Convention. Nominees may be self-selected or generated by any R&T member. Candidates for President-Elect must commit to serving a 4-year term through the cycle of President-Elect Designate, President-Elect, President, and Past President. All nominations shall be confirmed by the Executive Committee, after which the election process shall be posted on the AECT website for a four-week period. Announcement of election results shall be posted on the AECT website and the R&T listserv.

#### Meetings of the Executive Committee

The R&T Executive Committee shall meet annually at the AECT Convention. Telephone conference meetings shall also be scheduled at least once per quarter through the year. All business of the Executive Committee may be conducted electronically, either by telephone conference call or online. An agenda shall be developed by the President and distributed to all Executive Committee members before any meeting. Notes from all conference calls and meetings shall be posted by the Communications Officer to the R&T listserv and the R&T blog/website within 7 days of the event.

#### Meetings of the Membership/Board

The R&T members shall meet annually at the AECT convention at a time which is least likely to conflict with conference sessions or other events.

### Committee leadership

The executive committee can create additional committees as needed. Committee chairs will be appointed by the executive committee, and will select other committee members.

### **V. By-Laws revisions**

By-Laws language shall be presented by the Executive Committee to the R&T membership for approval online on the AECT website, with discussion via the R&T listserv. Adoption of By-Laws and/or revisions shall occur at a meeting of the Executive Committee.

Revised 10 November 2011