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CONSTITUTION of the WESTERN NEW ENGLAND CHAPTER
EASTERN ASSOCIATION of INTERCOLLEGIATE FOOTBALL OFFICIALS
(As Approved by the Membership November 1, 2000)

Article I - NAME

The name of this Association shall be the Western New England chapter of the Eastern Association of Intercollegiate Football Officials (EAIFO).

Article II - PURPOSE

The purpose of the Association, in compliance with and subject to the Constitution and By-Laws of the EAIFO, and any additions, supplements or revisions thereof, shall be to promote the welfare of the American intercollegiate game of football, its players, coaches and officials; to maintain the highest standards of football officiating; to encourage the spirit of fair play and sportsmanship; to have available at all times an adequate number of thoroughly trained and capable officials for use by the various appointing authorities; and to cooperate with all other organizations officially connected with the American intercollegiate game of football in furthering its interests and ideals.

Article III - TERRITORY

The Western New England chapter shall cover the territory embracing northern and eastern New York, and Western New England.

Article IV - MEMBERSHIP REQUIREMENTS

The requirements for membership shall be in accord with Article II of the By-Laws of the Western New England chapter

Article V - OFFICERS AND DIRECTOR

The Officers of the Western New England chapter shall consist of a President, First Vice-President, Second Vice-President, Secretary-Treasurer and two Directors elected to represent the chapter on the EAIFO Board of Directors.

38 The President and the Vice Presidents shall be from different geographical locations for
39 the purpose of maintaining chapter-wide representation.

40

41 The Executive Committee shall consist of the Officers of the Association.

42

43 Article VI - ELECTION TO OFFICE

44

45 The President shall appoint a nominating committee to be chaired by the immediate
46 past president. This committee shall report at the annual business meeting at which
47 time they shall present the names of candidates for office. They shall also present the
48 names of candidates for Director in such years as required.

49

50 The President, Vice Presidents and Secretary-Treasurer shall serve for a period of one
51 year and shall not, except for Secretary-Treasurer, succeed themselves.

52

53 The Directors shall be elected pursuant to Article VI of the EAIFO Constitution.

54

55 Additional nominations may be made from the floor at this meeting as well.

56

57 The President shall be succeeded at the close of his term by the First Vice President,
58 and the First Vice President by the Second Vice President. On such occasions when
59 the First Vice-President is not available or eligible, the Second Vice-President shall
60 advance to the position of President. if neither is available or eligible, the President shall
61 be elected by the membership at the business meeting by a majority vote of those
62 present. Officers shall be elected by ballot or voice vote at the annual business meeting
63 by a majority vote of those members present, and their respective terms of office shall
64 commence January 1 of the following year. Should any office other than that of Director
65 become vacant during the term, the Executive Committee shall have the power to fill the
66 vacancy.

67

68 The Executive Committee shall have the authority to act on all matters not covered by
69 this Constitution and By-Laws.

70

71 Article VII - AMENDMENTS

72

73 The Constitution may be amended by an affirmative vote of a majority of the chapter
74 membership in attendance at the annual business meeting. The Executive Committee
75 shall present the amendment to the membership in writing "or by electronic mail" no less

76 than seven (7) calendar days prior to the annual business meeting. A vote to amend
77 the constitution shall only take place at the annual business meeting and if passed shall
78 take place immediately.

79

80

Article VIII - GENERAL

81

82 The qualifications for membership and the duties of the Executive Committee and such
83 regulations as may be necessary and proper for the conduct of business and affairs of
84 the Western New England chapter shall be provided for in the By-Laws to the
85 Constitution.

86

87
88 BY-LAWS of the WESTERN NEW ENGLAND CHAPTER
89 EASTERN ASSOCIATION of INTERCOLLEGIATE FOOTBALL OFFICIALS
90 (As Approved by the Membership – July 2021)

91
92 Article I - CLASSIFICATION OF MEMBERS
93

94 Membership shall only consist of members pursuant to Article I of the EAIFO By-Laws. –
95 The classifications of members are as follows:

96
97 ~~A. Division I (Field and Replay Officials)~~

98
99 ~~All EAIFO members who officiate Division I football games.~~

100
101 ~~B. Division II (Field Officials) and Clock Operators~~

102
103 ~~All EAIFO members who have been selected to officiate football games other than~~
104 ~~Division I games. Clock operators assigned to Division I, II & III games.~~

105
106 ~~C. Division III~~

107
108 ~~All EAIFO members who aspire to obtain the status of Division I and II classifications.~~
109 ~~This may include new applicants who are accepted as members, provided the new~~
110 ~~applicant meets all of the requirements set forth in Article II.~~

111
112 ~~D. Associate~~

113
114 ~~All EAIFO members who are members of other collegiate officiating groups who wish to~~
115 ~~associate themselves with the EAIFO.~~

116
117 ~~**E. Supplemental**~~

118
119 ~~**All new applicants who do not meet the requirements set forth in Article II. The**~~
120 ~~**Policy Committee will establish the requirements for membership for all**~~
121 ~~**Supplemental Members.**~~

122
123 Article II - APPLICATION FOR MEMBERSHIP
124

125 Applicants for membership in the Western New England chapter shall meet the
126 following criteria **pusuant to Article II of the EAIFO By-Laws** to be eligible for
127 membership, and be recommended for membership by the Screening Committee.
128 **Admission to the WNE chapter of the EAIFO is based upon the majority vote of the**
129 **members of the screening committee of the WNE chapter.**

130

131 A.—— Applicant must not be less than 21 years of age **as of January 1st of the year**
132 **for which he or she applies for membership.**

133

134 B.—— Have been an active working member of a recognized football
135 officials association for at least **four** years prior to application for membership.

136

137 C. Must have officiated in ~~at least twenty-five~~ varsity interscholastic or varsity
138 intercollegiate football games and provide evidence of good field mechanics and
139 techniques through game films or written evaluation.

140

141 D.—— Submit written letters of recommendation from two **present active** EAIFO
142 members who are in good standing in the EAIFO, or from two members in good
143 standing of another intercollegiate football officiating association.

144

145 E.—— Be physically fit to meet the demands of intercollegiate football officiating.

146

147 F.—— Complete a screening examination that will consist of an unbiased **closed book**
148 written and/or oral examination based on the previous season's Football Rules and
149 Interpretations manual and the mechanics of football officiating. This shall not be a
150 pass/fail examination but will indicate the applicants rule proficiency. The results will be
151 factored into the total evaluation of the applicant.

152

153 G.—— It is the responsibility of the applicant to insure that all materials including letters
154 of recommendation are submitted to the Secretary-Treasurer by the date indicated on
155 the application form.

156

157 H.—— Admission to the WNE chapter of the EAIFO is based upon the majority vote of
158 the members of the screening committee of the WNE chapter.

159

160 An accepted applicant for Western New England Chapter membership shall submit an
161 application to the EAIFO Secretary-Treasurer, together with a fee of \$25.00.

162

163 ~~A successful applicant shall become a member of the EAIFO.~~

164

165 ~~The WNE chapter will not discriminate against any member or applicant for membership~~
166 ~~because of race, creed, color, national origin, age or sex.~~

167

168 Article III - TERMINATION OF MEMBERSHIP

169

170 **Membership shall be forfeited pursuant to Article III of the EAIFO By-Laws.**

171

172 ~~Membership shall be forfeited at the discretion of the Executive Committee either on its~~
173 ~~motion or at the instance of an EAIFO recommendation, at any duly constituted meeting~~
174 ~~by a majority vote thereof, after due consideration of the facts and circumstances~~
175 ~~presented. Such action of the Committee shall be prompted by but not limited to a~~
176 ~~member's failure to pay dues timely, repeated inattention to Chapter/Association~~
177 ~~obligations and responsibilities, violation of required meetings and/or examination~~
178 ~~attendance, conduct not deemed to be in the best interests of the Chapter/Association~~
179 ~~and conduct or practices bringing discredit to the organization. A member so~~
180 ~~terminated may appeal the decision to the EAIFO Board of Directors.~~

181

182 Article IV - INACTIVE STATUS

183

184 Any Chapter member may request to become inactive pursuant to Article IV of the
185 EAIFO bylaws.

186

187 Article V – ELIGIBILITY

188

189 Eligible Applicants who have obtained membership pursuant to Article II ~~(H)~~ **of the**
190 **chapter By-Laws** shall become members of the EAIFO.

191

192 Article VI - LOSS OF ELIGIBILITY

193

194 ~~No member shall officiate during the year for which he has not taken the rules and~~
195 ~~manual examination, unless waived by the EAIFO Board of Directors. (Rationale: Bod~~
196 **exams discontinued)**

197

198 Article VII - TRANSFERS

199

200 The transfer of officials to this Chapter from other EAIFO Chapters or other recognized
201 collegiate football associations shall be subject to the approval of the Executive
202 Committee, in conjunction with **Article VII of the EAIFO Bylaws**.

203

204 Article VIII - HONORARY MEMBERSHIP

205

206 Honorary membership in the EAIFO shall be governed by Article VIII of the EAIFO
207 bylaws.

208

209 Article IX - DUES

210

211 Annual membership dues for the WNE chapter shall be established by the Executive
212 Committee after due consideration by the membership and shall ~~be over and above~~
213 **include** the EAIFO dues, established and governed by Article **IX** of the EAIFO bylaws.
214 Chapter dues shall be payable from the date of the annual business meeting through
215 ~~April~~ **June** 15 of the following year.

216

217 Article X - DUTIES OF OFFICERS AND DIRECTORS

218

219 A. Officers

220 (a) The President (**he/she**) shall preside at all meetings of the Chapter and the
221 Executive Committee. ~~He~~ **They** shall, under the direction of the Executive Committee,
222 conduct all negotiations on behalf of the Chapter and shall make every reasonable effort
223 to further the policies adopted by the Chapter. ~~He~~ **They** shall appoint all permanent and
224 any specially authorized committees in consultation with the committee chair.

225

226 (b) The First Vice-President shall perform the duties of the President in ~~his~~ **their**
227 absence or inability to act, and such other duties as may be required by the By-Laws or
228 the Executive Committee.

229

230 (c) The Second Vice-President shall perform the duties of the First-Vice-President in
231 ~~his~~ **their** absence or inability to act and such other duties as may be required by the By-
232 Laws or the Executive Committee.

233

234 (d) The Secretary-Treasurer shall:

235

- 236 1. keep the minutes of all meetings of the Executive Committee and the Chapter.
237 2. ~~He shall~~ send out all communications, notices and bills on behalf of the Chapter.

- 238 3. ~~He shall~~ keep all records, collect all dues, pay all bills, have charge of all funds and
239 place such funds in the name of the Chapter in a bank approved by the Executive
240 Committee.
- 241 4. ~~He shall~~ sign all checks.
- 242 5. ~~He shall~~ act as liaison officer between the Chapter and the various Chapters.
- 243 6. ~~The Secretary-Treasurer shall~~ maintain a roster of all members and new candidates,
244 7. ~~and shall~~ notify each applicant of his election or rejection.
- 245 8. If **applicants are** accepted, ~~he shall~~ furnish ~~him~~ **them** with all necessary publications
246 of the Association, including the Constitution and the By-Laws.
- 247 9. ~~He shall~~ investigate all complaints against members and shall present to the
248 Executive Committee all evidence he may procure.
- 249 10. ~~The Secretary-Treasurer shall~~ receive an annual stipend based upon the
250 recommendation of the Executive Committee, and voted on by the membership at
251 the annual business meeting.
- 252 11. ~~The Secretary-Treasurer shall~~ notify all members with respect to payment of an
253 annual dues pursuant to Article IX, above.

254

255 B. Directors

256

257 The Directors, elected pursuant to Article X of the EAIFO Bylaws, shall represent the
258 Chapter as liaison with the EAIFO as well as the commissioners office. In that regard,
259 ~~he~~ **they** shall act in accordance with the best interests of the Chapter, as promulgated
260 by the membership.

261

262 Article XI - MEETINGS

263

264 A. Business Meeting

265

266 An annual business meeting of the Chapter shall be held. The location, time and date
267 shall be established by the Executive Committee. Any official business of the Chapter
268 shall be handled at that meeting including but not limited to the election of officers and
269 amending the Constitution and Bylaws.

270

271 B. Executive Committee

272

273 Executive Committee meetings shall be held at the call of the President either on his
274 own motion or when requested by a majority of the Committee.

275

276 C. Chapter Meetings

277

278 Chapter Meetings are defined as any meeting of the WNE Chapter membership as a
279 whole In-Person assembly or virtuely via video conference or a combination of both.

280

- 281 1. A minimum of **ten** chapter meetings shall be held during each year, at such time
282 and place as shall be designated by the Executive Committee of the chapter,
- 283 2. and shall be for the purpose of discussing NCAA football rules and interpretations,
284 the methods and techniques to be used in officiating,
- 285 3. and to transact such other business as may properly come before such meetings.
- 286 4. Such meetings shall be under the supervision and control of the officers or their
287 designees.
- 288 5. Chapter meetings shall be geographically located to the extent practicable, with due
289 consideration to the sharing of travel requirements on all members.
- 290 6. Other optional meetings not in conflict with chapter meetings may also be held under
291 the supervision of a chapter officer or designee.
- 292 ~~7. Attendance is required at a minimum of eight **chapter** meetings, six of which must
293 be chapter meetings.~~
- 294 8. Attendance at the annual Business meeting and the Rules Interpretation meeting
295 shall be mandatory.
- 296 9. All meetings shall be held pursuant to Constitution Article II - PURPOSE.

297

298 Article XII - VOTE AND QUORUM

299

300 Four members of the Executive Committee shall constitute a quorum for that committee.

301

302 One half of the members of the Chapter shall constitute a quorum to conduct business.

303 A majority vote of those members present shall be required to conduct business.

304

305 Article XIII - EXPENSES

306

307 The expenses of the officers in attending special meetings or expenses for conducting
308 the business of the Chapter shall be paid from the funds of the treasury when, in the
309 opinion of the Executive Committee, the financial condition of the Chapter justifies such
310 expenditure.

311

312 Article XIV - COMMITTEES

313

314 The President shall appoint the following committees and such others as may be
315 authorized by the Executive Committee:

316

317 A. Finance Committee - To be composed of two members and the Secretary-
318 Treasurer whose duties will be to draw an operating budget, which will be submitted to
319 the Executive Committee for approval. The committee shall inspect the financial
320 records of the chapter annually and report their findings at the annual business meeting.
321 The committee shall be chaired by the Secretary-Treasurer.

322

323 B. Screening Committee - To be composed of the Executive Committee whose
324 duties shall be to review all applications for membership in the Chapter. The committee
325 shall be chaired by the President.

326

327 C. Program Committee - To be composed of the Executive and Interpretation
328 Committees and be responsible for developing, recommending, and implementing
329 programs, meeting agenda topics, discussion activities, techniques and other related
330 activity designed to provide members with a base for continuing development of football
331 knowledge and skills. The committee shall be chaired by the President..

332

333 D. Constitution/Bylaws Committee - To be composed of a chairman and two
334 members and be responsible for development, interpretation and maintenance of the
335 WNE Chapter Constitution and Bylaws including review, comment and preparation of
336 any proposed amendment thereto. The committee shall be chaired by the First Vice
337 President. **The Secretary-Treasurer shall be an Ad-Hoc member.**

338

339 E. ~~Division II~~ Clinic Committee - To be composed of a chairman and not less than
340 two members and be responsible for the scheduling and content of the annual ~~Division-~~
341 ~~II~~ clinic, **if a Division II Clinic is held**. This committee shall be chaired by the First Vice
342 President.

343

344 F. Banquet Committee - To be composed of a chairman and two members and be
345 responsible for all aspects of the annual Chapter end of season banquet. The
346 committee shall be chaired by the Second Vice President.

347

348 G. Nominating Committee - To be composed of a chairman and two members from
349 different geographical locations, ~~whenever possible~~, and be responsible for developing
350 the slate of candidates for office for presentation at the annual business meeting. In

351 years necessary, responsible for the nomination of director. The committee shall be
352 chaired by the immediate past President.

353
354 H. Interpretation Committee - To be composed of a chairman and two members
355 who shall interpret the NCAA Football Rules **as imparted from the National Coordinator**
356 **of Football Officials**. Their interpretations shall be recognized and enforced by the
357 Chapter membership in accordance with EAIFO By-Laws.

358
359 I. Policy **and Oversight** Committee – To be composed of ~~a chairman~~ the President
360 and ~~the two Directors~~ **members** whose duties shall be to study and analyze problems of
361 policy and to recommend any new policies. **Each Director will be the chair in their 3rd**
362 **and 4th year of their respective terms. The Secretary-Treasurer will be an Ad-Hoc**
363 **member** ~~The committee will also be responsible for setting the minimum requirements~~
364 ~~for membership for supplemental officials as set forth in Article I of the chapter bylaws.~~

365 366 Article XV - AMENDMENT OF BY-LAWS

367
368 The Chapter By-Laws may be amended by an affirmative vote of a majority of the
369 Chapter membership present at the annual business meeting.

370 371 Article XVI - ORDER OF BUSINESS

372
373 Parliamentary procedure under the Chapter Constitution and By-Laws shall be
374 governed by Roberts' Rules of Order Revised.

375
376 For purposes of the annual business meeting, the order of business shall be:

- 377
- 378 (a) Roll Call
 - 379 (b) Reading of Minutes of Previous Meeting
 - 380 (c) Treasurer's Report
 - 381 (d) Director's Report
 - 382 (e) Report of Committees
 - 383 (f) Communications
 - 384 (g) Unfinished Business
 - 385 (h) New Business
 - 386 (I) Election of Officers
 - 387 (J) Adjournment

388

389 For all other meetings, the order of business shall be established by the President as
390 chair, with due consideration for all matters which need to be addressed.

391

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