

**DRAFT (ideas used from the Western Region)**

**Rules of Operation  
Northeast Extension Directors Association  
Adopted:**

**ARTICLE I – Name**

The name of this organization shall be the Northeast Extension Directors Association (~~NEED~~), hereinafter called the Association, which is established in conformity with the constitution of the Association of Public and Land-Grant Universities (APLU). *By-laws*

**ARTICLE II – Membership**

Those invited to be members of the Association include the Extension Directors (or their designee) from the 1862 Land-Grant institutions from the following states:

Cornell University  
Rutgers, The State University of New Jersey  
The Pennsylvania State University  
University of Connecticut  
University of Delaware  
University of Maine  
University of Maryland, College Park  
University of Massachusetts, Amherst  
University of New Hampshire  
University of Rhode Island  
University of the District of Columbia  
University of Vermont  
West Virginia University

*All 1890s in NE*

*Natural*

The official members of the Association are those who have paid their annual assessment dues in full. The appropriate USDA/NIFA official (or his/her designee), the ECOP Executive Director, and the NE Executive Director, shall be ex-officio, non-voting members of the Association.

**ARTICLE III – Purposes**

The purposes of the Association include, but are not limited to, the following:

- Represents the member Extension Directors/Administrators of the states in their collective dealings.

- Provides a forum for consensus among members, and represents and provides service to the individual member Directors/Administrators on matters of regional, national and international concern.
- Plans and develops programs that expand the quality and effectiveness of member Cooperative Extension programs and their impact.
- Provides recognition and awards for member institutions.
- May contract for services of an Executive Director or other personnel to carry out multi-state, regional and Association initiatives.
- May collect and disburse dues or assessments, enter into agreements or contracts with cooperators and/or granting agencies as agreed upon by the Association members.
- Elects members to, and participates with, standing and ad hoc committees of the Association and other regional associations in developing and conducting regional initiatives for members.
- Functions as the regional linkage to APLU, ECOP and the U.S. Department of Agriculture and other agencies and groups of interest to the North East region.

*sub region  
rotation of  
ECOP members*

The Association (1) elects members to ECOP<sup>1</sup>, (2) may formally exchange information between the regional and national levels via input to the Section or ECOP, and (3) is the normal channel for Directors/Administrators of state/territory/tribal Cooperative Extension Services in the North East Region to engage the Board of Agriculture Assembly via the Section or ECOP. On matters to be ratified by, reported to, or recommended to APLU the consensus of the Association's members shall be conveyed to the chair of ECOP (who is also the chair of the Extension Section) by the chair of the Association, the North East Region ECOP members, or the NE Executive Director.

*awards  
reasons*

The Association members shall conduct its affairs in conformance with the Rules of Operation of the Cooperative Extension Section and APLU. The procedural details of the operation of the Association may be amended by a simple majority vote of members at any meeting where a quorum attends.

#### ARTICLE IV – Meetings

Meetings may be held as determined by the Association or at the call of the Chair, but no less frequently than twice per year.

<sup>1</sup> When combined, the five Regional Associations make up the Cooperative Extension Section, Board of Agriculture Assembly of APLU. The Extension Committee on Organization and Policy (ECOP) acts on behalf of the Section, functioning in most ways as an Executive Committee of the Section.