

MINNESOTA COLLEGIATE FORENSICS ASSOCIATION CONSTITUTION

ARTICLE I. NAME

The organization shall be known as the Minnesota Collegiate Forensics Association.

ARTICLE II. PURPOSE

1. The primary purpose of this organization shall be to promote and to provide recognition for quality forensics competition in the state of Minnesota.
2. The organization will establish and sanction procedures for an annual tournament to determine state champions in the area of individual events.
3. The organization will seek to aid member schools through the dissemination of forensics related information and public relations activities.

ARTICLE III. MEMBERSHIP

1. Membership in the Minnesota Collegiate Forensics Association shall be defined as those schools which have student participation at the Minnesota state tournament with the membership year running from one state tournament to the next.
2. An alternative method of membership is for a school to pay a yearly membership fee of \$20.00.
3. Each member school will have one vote at the state tournament and for the rest of the membership year. If it is not possible to attend a meeting of the Association, the member school may vote by assigning a proxy.
4. Participants in the Minnesota State Tournament must be full or part-time undergraduate students. An undergraduate is defined as an individual who has not received a Bachelor's degree. (A student is considered as possessing a baccalaureate degree upon completion of requirements toward that degree and having been approved for graduation by her/his respective school). No student shall be allowed to participate in more than four Minnesota State Tournaments as a contestant.

ARTICLE IV. OFFICERS AND DUTIES

Executive Secretary:

1. The administrative officer of this organization shall be an Executive Secretary.
 - a) This officer shall be elected at the regular business meeting held during the state tournament.
 - b) Any coach from a member school shall be eligible for the office.
 - c) The term of office shall be two years.
 - d) Elections will be held on even number years.
2. The duties of the Executive Secretary are as follows:
 - a) Provide continuity for and coordination of the activities of the organization, including: membership correspondence, tournament record keeping, financial record keeping, fee assessment, minutes and tournament record keeping.
 - b) Chair the tabulation of the state tournament in conjunction with the Executive Committee.

- c) Assist the host school in conducting all aspects of the state tournament according to the rules established by the organization.
- d) Call open meetings of the Executive Committee as needed and notify all MCFA members of the date, time, and location of the meetings.
- e) ALL MEETINGS OF THE EXECUTIVE COMMITTEE AND OF THE MCFA SHALL BE OPEN MEETINGS.

Executive Committee:

- 3. The Executive Secretary shall be assisted by an Executive Committee which will include two elected members and two ex Officio members.
 - a) The two elected members of the committee will be elected at the regular business meeting held during the state tournament.
 - b) Any coach from a member school shall be eligible for election to the committee, but only one coach from a member school may be elected in any one year.
 - c) Elected members of the committee may not be from the same member school as the Executive Secretary.
 - d) The term of office for elected committee members shall be for one year.
 - e) A coach from the host school for the state tournament will serve as an ex officio member of the committee unless otherwise elected to the committee. The ex officio committee member may be from a member school already represented on the committee.
 - f) The previous year's host will also serve as an ex officio member of the committee.
- 4. The duties of the Executive Committee shall include:
 - a) Serve with the Executive Secretary as a referee's committee at the State Tournament.
 - b) Assist the Executive Secretary in running the tabulation of the tournament.
 - c) Assist with any other duties as may be designated by the Executive Secretary or the organization's membership.
- 5. The preferred method of decisions made by the Executive Committee shall be by consensus. If it is not possible to reach a consensus, the next method should be by majority vote. If it is still not possible to reach a decision, the Executive Secretary shall be the determining authority.

ARTICLE V STATE TOURNAMNENT

- 1. The State Tournament shall be held at a member college/university on a rotating basis.
 - a) Bids to host the tournaments shall be presented at the business meeting held in conjunction with the state tournament.
 - b) Determination of the site shall be on the basis of the vote of member schools as represented by attendance or a proxy at the tournament.
 - c) The date of the state tournament shall be the third full weekend in February.
- 2. Procedures for the tournament shall be established and/or revised at the business meeting held at the State Tournament.

3. The Host School's responsibilities include:
 - a) Issuing the tournament invitation at least three weeks prior to the tournament date.
 - b) Scheduling the tournament with assistance from the Executive Committee.
 - c) Providing duplicating materials for schedules and results.
 - d) Providing adequate tournament facilities including tab room(s), lounge area for competitors, judges, and coaches, competition rooms, and a continental breakfast as needed.
 - e) Providing a hired judge pool.
 - f) Coordinating a tournament reception as desired by the Executive Committee.

ARTICLE VI: AMENDMENTS

1. All proposed amendments to the Constitution and By-Laws must be submitted in writing to the Executive Committee. Proposals may be submitted electronically.
2. Constitutional amendments must receive a 2/3 majority of the membership to be enacted.
3. By-Law amendments must receive a simple majority of the membership to be enacted.
4. Unless stated in the amendment, all amendments are enacted the following State tournament.
5. Although proposals for Constitutional and By-Law amendments may occur at biannual business meetings, debate, discussion, friendly amendments, and voting on the proposals may be conducted at the business meeting or electronically.
6. The Executive Committee will organize discussion and voting procedures.

ADDENDUM 1: SUPPORT FOR MINNESOTA INTERSTATE ORATORY CONTESTANTS

1. Minnesota's entries in the National Interstate Oratory Contest shall be the top two places in Persuasive Speaking at the annual state tournament.
2. The MCFA authorizes the Executive Committee to support transportation costs for each interstate contestant so long as \$500.00 remains in the MCFA budget.

MINNESOTA COLLEGIATE FORENSICS ASSOCIATION BY-LAWS

The following By-Laws will be used by the Association in conjunction with the activities of the Association:

1. Tournament fees and hired judge fees shall be formulated by the Executive Committee.
2. Events at the State Tournament will include: Prose Interpretation; Impromptu Speaking; Informative Speaking; Dramatic Duo Interpretation; Persuasive Speaking; Extemporaneous Speaking, Dramatic Interpretation; Poetry Interpretation; Communication Analysis; After Dinner Speaking; Parliamentary Debate; Program Oral Interpretation and optional experimental events.
 - a) Event descriptions and groupings will be determined by the Executive Committee.
 - b) Experimental Events may be proposed at the Fall meeting.
 - c) Yes/No voting will occur via electronic ballot. The options that receive more affirmative notes than negative votes will be selected as the Experimental Event(s) for the upcoming State Tournament.
 - d) In the event of a tie, the Executive Committee will determine what is to be selected.
3. Extemp and impromptu topics shall be generated by a procedure established by the Executive Committee. Choice of impromptu topics such as quotations, cartoons, objects shall be varied round by round with selection determined by the Executive Committee.
4. Sweepstakes awards will be given to the top schools in the following areas: overall team sweepstakes (large and small school), individual events team sweepstakes, and debate team sweepstakes.
 - a) There will be two divisions for overall team sweepstakes: large and small schools. The top three schools shall be recognized in each division.
 - b) The top three schools shall be recognized in individual events team sweepstakes.
 - c) The top three schools shall be recognized in debate team sweepstakes.
 - d) Divisions in overall team sweepstakes shall be determined by natural break by the Executive Committee.
 - e) A school's placement into a division will be determined each year at the tournament by the Executive Committee.
5. The Greg La Panta quality award will be presented to one school at each state tournament. The award will be computed by dividing a school's total number of sweepstakes points by the total number of slots entered by a school in the tournament.
6. Sweepstakes and quadrathon points will be determined from the following formula:
 - a) Preliminary rounds - points of the competitors in each event will count toward team awards. Each 1 (rank of one) in prelims will earn 3 points. Each 2 (rank of two) in prelims will earn 2 points. Each 3 (rank of three) in prelims will earn 1 point. Each win or bye in parliamentary debate will earn 3 points.
 - b) Final rounds. 1st place will earn 9 points. 2nd place will earn 8 points. 3rd place (or semifinals in parliamentary debate) will earn 7 points. 4th place will

- earn 6 points. 5th place (or quarterfinals in parliamentary debate) will earn 5 points. 6th place will earn 4 points.
- c) All placings beyond 6th place in the final round (including octafinals in parliamentary debate) will earn 3 points.
 - d) If an individual event has only one section during preliminary rounds, the points for Sweepstakes and Quadrathon will be determined the same as events with multiple sections.
7. Quadrathon awards will be determined from the best four events entered by a competitor. The experimental event, like all other events, will count toward quadrathon awards.
 8. Where possible each event final shall consist of the top six contestants based on Prelim ranks and ratings.
 9. Tie breakers:
 - a) For advancing to finals: Rank, rating, number of firsts in prelims, if the contestants met in prelims.
 - b) For quadrathon: Number of first places in final rounds, number of events broken, if a fifth event was broken, if a sixth event was broken.
 - c) For sweepstakes: Number of state champions, number of slots in final rounds.
 - d) For ties in finals: judges' preference, speaker points, if the contestants met in prelims.
 10. The Executive Committee will determine how many individual events a student may enter into each grouping. Two Duos will count as two events. If paired in a specific grouping with individual events, Parliamentary Debate may, at the discretion of the Executive Committee, count as one or more events in that grouping.
 11. Each school may have up to four entries per event.