American Educational Research Association
Special Interest Group:
*Hip Hop Theories, Praxis & Pedagogies*

**Article I. NAME OF THE SIG**
The name of this Special Interest Group ("SIG") is Hip Hop Theories, Praxis & Pedagogies (HTPP), (hereinafter, the “SIG”).

**Article II. AFFILIATION OF THE SIG**
The SIG is a Special Interest Group of the American Educational Research Association (hereinafter, “AERA” or “Association”) established to facilitate the formation of research specialties of an intra- or cross-divisional nature and to increase the exchange of knowledge within research arenas of special interest, and for other purposes in keeping with achieving the mission and objectives of the Association.

**Article III. Governing Authority OF THE SIG**
The SIG shall be governed by the Association’s Articles of Incorporation, Bylaws and policies, as periodically amended. The Bylaws, decisions and actions of the SIG shall not conflict with the Association’s Bylaws and policies, including the SIG Handbook and all guidelines, procedures and policies associated with the Association’s Annual Meeting and its program.

**Article IV. PURPOSES OF THE SIG: Hip Hop Theories, Praxis & Pedagogies**
The purposes of the SIG are [insert statement of your SIG’s purpose(s)].

- To advance the field of Hip Hop-based education through shared knowledge, empirical evidence, and applied research.
- To represent the collective voice of our members, and to create and disseminate information related to enhancing the profession of educational research with an emphasis on Hip Hop theories, praxis, and pedagogies.
- To serve as a platform for our members to discuss their professional concerns, interests and ideas, and to share solutions to common problems.
- To help develop practitioners to be more effective with the youth and youth influencers they work with.
- To begin to build a body of evidence based work in Hip Hop-based educational research as a resource that can be shared amongst members of our SIG.
- To develop and provide effective programming for our SIG members that can enhance their knowledge, skills, and abilities to implement Hip Hop pedagogies in their research projects and respective learning environments.
Article V.
Membership In THE SIG
Section 1. Eligibility. Membership in the SIG shall be open to any AERA member who supports the purposes of the SIG and who pays the specified SIG dues and all additional fees required of SIG members by the Association.

Section 2. Joining the SIG. AERA members shall join the SIG by paying SIG dues and Association fees through the AERA Central Office using the appropriate AERA print or electronic form.

Section 3. Members in Good Standing. SIG members are considered ‘in good standing’ immediately upon the recording of their dues paid in full by the AERA Central Office.

Section 4. Length of Membership in the SIG. The length of membership in the SIG shall be from the date membership dues are recorded by the AERA Central Office to the end of the AERA membership year as established by the Association. AERA members may join the SIG at any time, but SIG membership expires simultaneously with AERA membership.

Section 5. Voting Rights. All SIG members in good standing, with fully paid SIG dues, shall be entitled to vote for SIG officers and on any other matter where a vote is required or taken.

Article VI.
Section 1. Required Executive Committee Officers. During the first year of its SIG-in-Formation phase, the SIG shall have a Chair, Co-Chair, Secretary, and Treasurer for which all the officers take on Program Chair duties. After our first year as a SIG-In-Formation, the following offices shall form the SIG’s executive committee: 1) two Co-Chairs, 2) Secretary/Treasurer, 3) Program Chair, 4) Awards Committee Chair, 5) Membership Committee Chair, 6) Graduate Student Representative, and 7) Social Media/Webmaster. After the three-year term of the SIG’s establishing executive committee, the following offices shall form the executive committee 1) an Immediate Past Chairperson (serving for only one year after their official term ends), 2) two Co-Chairs, 3) Secretary/Treasurer, 4) Awards Committee Chair, 5) Membership Committee Chair, 6) Graduate Student Representative, and 7) Social Media/Webmaster. The executive committee shall be elected and shall serve as the required officers. The SIG may have any other officers that its members from time to time choose to designate.

Section 2. Eligibility to Hold Office. All members in good standing of both AERA and the SIG and who are not restricted from holding a particular office due to requirements in the Association’s or the SIG’s Bylaws and policies shall be eligible to run as candidates for election or be appointed as officers and for any office within the SIG.

Section 3. Length of Term of Office. Unless otherwise specified in these Bylaws, the term of each officer shall be for three years. The term of each officer shall begin the day following the close of the AERA Annual Meeting and end on the last day of the next AERA Annual Meeting.

Section 4. Mentorship of Elected Officers. It is the responsibility of the current Executive Committee Officers to mentor elected officers to ensure a smooth transition in SIG leadership. All terms of office begin at the close of the AERA Annual Meeting that follows the election balloting.

Section 5. Nominating and Election Procedures. All election processes and tabulation of votes for designated officers and elected non-officer positions for the election in year shall be
completed within the timeline and by the deadline established by AERA in conducting its electronic election of Officers of the Association. The Co-Chairs of the Nominations Committee shall receive the results of the balloting from the AERA Central Office. Nominations to serve on the HTPP SIG Executive Committee shall be solicited from the membership during the Summer prior to the final year of the existing executive committee’s term. The current Executive Committee shall select from those nominated and eligible for election a slate of fourteen candidates, two for each position to be filled. Candidates who agree to stand for election shall provide brief (one paragraph) biographies to the Executive Committee by June 1. The biographies shall be distributed through the SIG’s website, with a voting deadline of July 1. Ballots will be distributed through the AERA electronic elections ballot and returned to the Executive Committee Co-Chairs, who shall tally the results and notify the candidates of the results. After each elected officer confirms their service, the membership shall be notified of the election results.

Section 6. Limit to Length of Service in One Office. No person may serve in the same office for more than one term. The Co-Chairs of the SIG shall be charged with ensuring that this requirement is met.

Section 7. Officers as Members of AERA for Entire Term. All individuals serving as officers of the SIG shall be members of AERA during their entire term of office.

Section 8. Vacancies. Whenever any elected office is vacated for any reason before the term of that officer has been completed, the SIG Co-Chairs shall, on advice from the Executive Committee, appoint a replacement until new elections are held. This replacement shall assume the full duties and responsibilities of that office immediately upon appointment. In the case of a Co-Chair position being vacant, the Executive Committee shall by majority vote elect an individual to complete the term of said Co-Chair.

Article VII. Duties AND RESPONSIBILITIES of The Officers

Section 1. Co-Chairs. The Co-Chairs shall be responsible for the general administration of the SIG, for ensuring that the SIG Bylaws are followed, and shall act as liaison between the SIG and AERA and the SIG and the SIG Executive Committee. The Co-Chairs shall preside at all meetings of the SIG’s Executive Committee and at the Annual Business Meeting. The Co-Chairs shall act as parliamentarian or shall appoint a SIG member to serve in that role for each meeting. The Co-Chairs shall appoint ad hoc committees as needed. Unless otherwise specified in these Bylaws, the Co-Chairs of the SIG shall appoint persons to assist officers, to chair committees or to carry out other work of the SIG.

Section 2. Secretary/Treasurer. The Secretary/Treasurer shall be responsible for managing and reporting on the financial accounts of the SIG and the safe keeping of all financial documents of the SIG.

Section 3. Program Chair. The Program Chair shall be responsible for executing the various tasks necessary to plan for the SIG portion of the annual meeting, including arranging for fair and unbiased review of submissions, final proposal decisions, and program planning. The Program Chair shall mentor the Program Co-Chair to assume Program Chair duties at the end of the former’s term. The Program Chair shall serve a 3-year term overlapping the term of the Program Co-Chair.
Section 4. Awards Committee Chair. The Awards Committee Chair shall conduct the process of nominating candidates for the Graduate Student Sampling and Remixing Dissertation Award, the Scholar/Activist Award, the Hip Hop Pedagogue Award. The Awards Committee will also be responsible for nominating candidates for the SIG’s Best Writing in Hip Hop Educational Studies Award.

Section 5. Membership Committee Chair. The Membership Committee Chair will be responsible for maintaining accurate numbers of the SIG’s membership as well as seek to promote the SIG, identify new members, and strategies for cross-collaboration with other SIGS and Divisions, resulting in increased membership of the HTPP SIG.

Section 6. Graduate Student Representative. Oversee the primary graduate student functions including annual meeting activities, communication activities, identification and recruitment of graduate students to participate in the SIG and mentoring activities.

Section 7. Social Media/Webmaster. The Webmaster will maintain the SIG’s website, Listserv, and social media channels.

Article VIII.
OTHER NON-OFFICER LEADERSHIP POSITIONS
Section 1. Non-Officer Positions. The SIG may from time to time establish important leadership positions that are not officers of the SIG.

Section 2. Titles of Non-Officer Leadership Positions. The SIG shall appoint or membership shall elect individuals to the following non-officer leadership positions to carry out leadership or task assignments of the SIG for the benefit of the SIG:
Section 2a. Unless otherwise stated in these Bylaws, the current qualifications, eligibility requirements, duties, responsibilities, term limits, and manner and timing of appointment or election for each non-officer leadership position shall be posted on the SIG’s website and shall not violate these Bylaws or those of the Association.
Section 2b. Individuals serving in elected or appointed non-officer leadership positions may not serve, make motions or vote on the Executive Committee, although they may, from time to time and at the discretion of the SIG Co-Chairs, be invited to participate and provide reports to the Executive Committee.

Section 3. Eligibility. All members in good standing of both AERA and the SIG and who are not restricted from holding a particular elected or appointed non-officer leadership position due to requirements in the Association’s or the SIG’s Bylaws and policies shall be eligible to run as candidates for election or appointment to any non-officer leadership position within the SIG.

Section 4. Length of Term for These Leadership Positions. Unless otherwise specified in these Bylaws, the term of each non-officer leadership position, whether stated herein or on the SIG website, shall be for one year. The term of each non-officer shall begin the day following the close of the AERA Annual Meeting.

Section 5. Eligibility to Succeed to the Same Non-officer Position for Consecutive Terms. Unless otherwise specified or restricted in these Bylaws, individuals shall be eligible to succeed themselves to the same non-officer leadership position for consecutive terms.

Section 6. Limit of Length of Term in the Same Non-Officer Position. No person may serve in the same non-officer position for more than three consecutive years. The Co-Chairs of the SIG shall be charged with ensuring that this requirement is met.
Section 7. Non-Officers as Members of AERA for Entire Term. All individuals serving in non-officer positions of the SIG shall be members of AERA during their entire term of office.

Section 8. Vacancies. Whenever any elected or appointed non-officer position is vacated for any reason before the term has been completed, the SIG Co-Chairs shall appoint a replacement until the date of the next elections or appointment cycle for that position. This replacement shall assume the full duties and responsibilities of that position immediately upon appointment.

Article X. Executive Committee
Section 1. Membership. There shall be an Executive Committee consisting of 1) two Co-Chairs, 2) Secretary/Treasurer, 3) Program Chair, 4) Awards Committee Chair, 5) Membership Committee Chair, 6) Graduate Student Representative, and 7) Social Media/Webmaster. After the three-year term of the SIG’s establishing executive committee, the following offices shall form the executive committee 1) an Immediate Past Chairperson (serving for only one year after their official term ends), 2) two Co-Chairs, 3) Secretary/Treasurer, 4) Awards Committee Chair, 5) Membership Committee Chair, 6) Graduate Student Representative, and 7) Social Media/Webmaster.

Section 2. Responsibilities and Powers. The Executive Committee shall have responsibility and powers to provide leadership and to direct and review the general affairs of the SIG within the limits set forth in these Bylaws.

Section 3. Meetings. The Executive Committee shall hold at least one meeting each year in person and shall communicate as needed throughout the year. This meeting may be during the Annual Meeting. The Co-Chairs shall be responsible for setting the time and place of this meeting and for creating and distributing the agenda for this meeting.

Section 4. Quorum and Decision-making. A majority of the members of the Executive Committee shall constitute a quorum, and decisions of the Executive Committee shall be made by a majority of those present, provided a quorum is present.

Article XI. Nominations and Elections
Section 1. Oversight of the Nominations and Elections Process. The Executive Committee shall be responsible for setting up, monitoring and providing other oversight duties regarding all aspects of the nomination and election processes of the SIG.

Section 2. Nominations Committee. The Nominations Committee shall consist of members of the Executive Committee.

Section 3. Nominations and Nomination Process. Section 3a. The Nominations Committee shall seek eligible individuals to serve as candidates for each officer and non-officer position. Section 3b. No SIG member may nominate an individual for any SIG office without the prior consent of the individual to be nominated. Section 3c. The SIG Co-Chairs shall ensure that the Executive Committee elicits at least two candidates for each position to be elected. No election may be held or will be certified by AERA for any elected position unless there are at least two candidates nominated and placed on the ballot for that position.
Section 3d. By the deadline set by the Association, the Executive Committee shall submit the names of the candidates and any other information required by AERA for inclusion in the AERA electronic ballot system. The deadline for this submission shall be determined by the Association.

Section 4. Date for Completion of Election Tabulation. All election processes and tabulation of votes for designated officers and elected non-officer positions for the following year shall be completed within the timeline and by the deadline established by AERA in conducting its electronic election of Officers of the Association. The Co-Chairs of the Nominations Committee shall receive the results of the balloting from the AERA Central Office.

Section 5. Notification of Results. The Executive Committee shall be responsible for reporting the results to the membership.

Article XII. Meetings
Section 1. Annual Business Meeting. The SIG shall hold its Annual Business Meeting in conjunction with the AERA Annual Meeting. Announcement of day, time and place of this meeting of the SIG membership shall be made by the SIG Chair as far ahead as is reasonably possible. In all cases notice shall be communicated to members at least three weeks in advance of a meeting. Unless otherwise noted in these Bylaws, decisions made during this meeting shall be made by the majority of SIG members present and voting.

Section 2. Other Meetings. The SIG may hold other official business meetings at times and places approved by the Executive Committee and vote of the SIG members. The SIG may conduct SIG business and vote on motions in person, electronically, or by e-mail or mail.

Section 3. Officer and Committee Meetings. The Officers and Committees of the SIG shall meet when, where and as needed to conduct the business of the SIG or carry out the charges of the committee within the parameters and requirements of these Bylaws. The SIG Co-Chairs, other SIG officers and committee chairs shall set the meetings and notify all officers of the date, time, place and agenda or purposes of the meetings.

Section 4. Rules of Order. In all cases to which they apply and do not conflict with the provisions of these Bylaws and the Association Bylaws, Robert’s Rules of Order (current edition) shall govern all business meetings of the SIG.

Article XIII. DUES AND OTHER FISCAL CONCERNS
Section 1. Dues. The amount of dues for the SIG shall be decided by the SIG’s Executive Committee or by a majority of the membership voting at business meetings, or by postal, e-mail, or electronic ballot. This vote shall be administered by the AERA Central Office.

Section 2. Effective Date of Dues Increases. All increases in dues shall go into effect for all categories of SIG membership for the following membership year as determined by the Association.

Section 3. Allocation of SIG Assets. The SIG Co-Chairs, in consultation with the Executive Committee, shall authorize the expenditure of SIG funds for any allowable purpose that is requested and approved.
Section 4. Overseeing the Allocation of SIG Assets. The SIG Co-Chairs and the Treasurer/Secretary shall have the joint responsibility to ensure that all SIG assets, including money collected via dues, are allocated and spent in ways and in a timely manner to fulfill commitments made by the SIG members or Executive Committee, to pay fees to the Association, to pay debts and to enhance and promote the SIG and the purposes, goals and objectives of the SIG and the Association.

Article XIV.
AERA-Approved AWARDS
AERA SIGs may confer awards that are approved by the AERA Executive Board. Detailed information about AERA-approved awards may be obtained from the AERA Central Office and from the AERA website.

Article XV.
Termination/DISSOLUTION OF THE SIG
Section 1. Membership Decision to Voluntarily Dissolve the SIG. Should it be decided that the SIG is no longer meeting the needs and serving the purposes for which it was founded, the SIG shall be voluntarily dissolved by a majority vote of the members present at a SIG Business Meeting followed by a two-thirds vote of those SIG members voting in a postal, e-mail, or electronic ballot administered by the AERA Central Office within 30 days of the vote to terminate passed at the Annual Business Meeting. A message of the results of this ballot shall be sent in writing to the SIG membership, AERA Central Office and Co-Chairs of the SIG Executive Committee by the SIG Chair within one week of the counting of the votes.

Section 2. Other Circumstances that May Result in the Dissolution of the SIG. The SIG may automatically be dissolved should its membership fall below the minimum number established by Council for active SIGs; should its members approve the merging of the SIG with one or more other SIGs; or for other reasons pursuant to the Bylaws of the Association and the SIG. In addition, a Special Interest Group may be dissolved by the AERA Council for good and sufficient reasons.

Section 3. Distribution of SIG Assets. Should the SIG be discontinued for any reason, its assets shall be used to pay all outstanding debts and obligations. Any remaining funds shall be returned to the AERA.

Article XVII.
Ratification and Amendments
Section 1. Approval Process of the Initial Bylaws. The process for approving the initial Bylaws shall be as follows, with the actions of AERA Council noted for the information of membership: Section 1a. The officers of the SIG shall decide the process for the construction of a draft of the Bylaws, and offer SIG members an opportunity to comment on this draft. The officers shall be responsible for making specific revisions, additions and/or deletions in the Bylaws based upon the feedback and suggestions.

Section 1b. After the membership has provided feedback and input on the draft of the Bylaws, the SIG Co-Chair shall submit a copy of the draft to AERA Central Office for review. Central Office may send it back to the SIG Chair with comments for revisions or may forward the Bylaws to the SIG Executive Committee for review and recommendation to the AERA Council for approval. The SIG Executive Committee may return the Bylaws to the SIG Chair to address specific concerns before making a recommendation to the AERA Council.
Section 1c. The AERA Council may require changes or revisions in the language of the Bylaws or amendments thereof prior to final approval. Once approved by the AERA Council, the SIG Chair shall be notified that the Bylaws are in effect and will stay in effect until notification in writing to Central Office of the favorable or unfavorable vote of SIG members. The SIG Co-Chairs and officers, with the assistance of the AERA Central Office, shall then complete the process of getting approval of the Bylaws by a vote of SIG members. The SIG Co-Chairs shall have 30 days to convey in writing to Central Office and the Chair of the SIG Executive Committee the dates and manner of voting decided upon by the SIG officers.

Section 2. Ratification. After AERA Council approval, these Bylaws shall require a majority vote of those members voting electronically, such voting to be administered by the AERA Central Office on behalf of the SIG. The AERA Central Office shall transmit in writing the manner, dates and results of this vote to the SIG Chair within 10 days of the final count of the votes.

Section 3. Effective Date of Implementation. These Bylaws shall take effect immediately upon receipt in writing to the AERA Central Office by the SIG Co-Chairs acknowledging the Central Office’s written statement of the favorable vote of the SIG membership for the presented version of the Bylaws or amendment(s) thereof.

Section 4. Amendments to the SIG Bylaws. These Bylaws may be amended by a majority vote of those members voting at a duly called Annual Business Meeting and a majority of the members voting by postal, e-mail, or electronic voting as designated by the Executive Committee of the SIG or elsewhere within these Bylaws. Amendments to the SIG Bylaws must be approved by the AERA SIG Executive Committee and Council.

Article XVIII.
Posting of the SIG Bylaws
Within 30 days of the membership’s adoption of the SIG Bylaws approved by the AERA Council and all amendments to the Bylaws, the entire set of Bylaws shall be posted on the AERA website for the SIG with the dates of Council’s approval and membership adoption included. The SIG Co-Chairs shall send an electronic communication to all SIG members announcing the posting of the Bylaws on the SIG website.

[1] The number of this Article and all subsequent Articles will change if one or more Articles corresponding to a statement of your SIG’s Mission, Goals and/or Objectives is/are added.