

CONSTITUTION

THE RETIREES ASSOCIATION OF THE UNIVERSITY OF TENNESSEE HEALTH SCIENCE CENTER

ARTICLE I. Name

The name of the organization is The Retirees Association of The University of Tennessee Health Science Center (UTHSC). Hereinafter called the Association.

ARTICLE II. Purpose

The purpose of the Association is to provide means for UTHSC retirees to: maintain fellowship, advance mutual interests, and support and remain an integral part of UTHSC.

ARTICLE III. Membership

Section 1. All faculty (including volunteer faculty) and all staff members who have retired from UTHSC are eligible for membership.

Section 2. Affiliate membership is available to spouses/companions of retirees.

Section 3. Honorary membership may be bestowed upon selected individuals by a majority vote of the membership.

ARTICLE IV. Officers

Section 1. President

The President shall have general supervision of the affairs of the Association.

The President shall preside at membership meetings; shall be a non-voting ex officio member of all committees; shall serve as the primary liaison between the Association and the UTHSC administration and the university office providing staff support for the Association; shall assure that the Constitution is reviewed at least every two years and revised as appropriate; shall assure that new retirees are invited to join the Association and assure that a database of retirees is maintained. The President's term of office shall be one year. Reelection as Vice President/President Elect is permitted only after a three year period has elapsed.

Section 2. Vice President/President Elect

The Vice President shall perform the duties of the President in the absence or disability of the President. Such disability shall be decided by the Executive Committee. He/She shall serve as the program chairperson and shall arrange for all meeting programs. His/Her term of office is one year. He/She will become President the following year.

ARTICLE IV. Officers (continued)

Section 3. Secretary

The Secretary shall be responsible for the minutes of the meetings of the Association and the Executive Board; for keeping records of the Association's history, including minutes, treasurer's reports, meeting attendance, and newsletters; for sending out notices for Executive Board meetings; and for making physical arrangements for the regular quarterly meetings. His/her term of office shall be two years with only two consecutive terms permitted.

Section 4. Treasurer

The Treasurer shall supervise all receipts and expenditures, be in charge of financial arrangements at all meetings and events, maintain bank account(s) and certificates of deposit for the Association, submit a written annual report, provide financial record updates to the Executive Board, and provide the Secretary with Treasurer's reports. His/her term of office shall be two years with only two consecutive terms permitted

Section 5. Chairman of the Board

The Chairman of the Board shall be the immediate past President.

Section 6. Vacancy of Office

In the event that a vacancy occurs in the offices of the President, Vice President, Secretary, or Treasurer, prior to completion of their full term, the Chairman of the Board, with approval of the Executive Board, may appoint another member to serve the unexpired term. If a vacancy occurs in the office of Chairman of the Board prior to completion of his/her full term, then the President shall assume those duties as well as his/her own for the balance of the term.

ARTICLE V. Committees

Section 1. Executive Board (A Standing Committee)

The Executive Board shall consist of the four elected officers, the immediate past president, chairs of all appointed committees, a minimum of six at-large members, and the UTHSC administrative support person. The Executive Board conducts the business of the Association between its quarterly meetings, and determines the locations and dates for quarterly meetings and for Executive Board meetings. All members have voting privileges, but the Chairman of the Board may only vote to break a tie vote.

Section 2. Ad-hoc Committees

The President, with approval of the Executive Board, may appoint such Ad-hoc committees as, in his/her judgment, the interests of the Association may require. He/She shall prescribe the duties of such committees

ARTICLE VI. Meetings

Quarterly Association meetings shall be held in the months of March, June, September and December. Persons eligible for membership may attend one meeting only without paying annual dues. However, if a retiree joins after the June meeting, no dues will be assessed for the remainder of that partial year.

ARTICLE VII. Dues

Annual dues for all categories of membership may be set each calendar year by vote of a simple majority of the members present at an Association meeting. The dues paid by a member will automatically include affiliate membership for the member's spouse/companion.

A lifetime membership fee for a retiree and spouse/companion may be established by vote of a simple majority of the members present at an Association meeting.

Dues will be due and payable on a calendar year basis (January - December).

If a member has not paid his/her dues by the end of the June meeting each year he/she will be dropped from the membership.

Dropped members may be reinstated by the simple act of paying the current year's dues.

ARTICLE VIII. Elections

The Vice-President and two at-large executive board members shall be elected each year. The Secretary and Treasurer shall be elected every second year.

The at-large Executive Board members shall serve for a three-year term. They may not serve more than two consecutive terms, but will be eligible to serve again after being off the Board for two years. Elections will be held annually at the September meeting.

ARTICLE IX. Amendments

Section 1.

Proposed amendments to this Constitution, after approval by the Executive Committee, must be posted on the Retirees Association website at least two weeks prior to the quarterly meeting at which they are to be submitted for a vote of the membership.

Section 2.

Adoption of an amendment shall require an affirmative vote of at least two-thirds of the members present at the meeting.

Section 3.

The Secretary is authorized to modify this Constitution in accordance with title changes made by UTHSC, without requiring a vote by the membership.

Memphis, Tennessee