

# UC Davis Emeriti Association Bylaws

Revised May 12, 2016, 2021

## **Article I: Name**

The name of this organization is the UC Davis Emeriti Association, hereafter referred to as the Association.

## **Article II: Objectives**

Section 1. Association has the following objectives:

- A. To promote the interests and welfare of Emeriti/ae, their spouses or domestic partners, and their surviving spouses or domestic partners;
- B. To help Emeriti/ae transition from their active careers to their retirement status;
- C. To provide opportunities for the members to maintain both social and professional contact with colleagues in their own and other disciplines both locally and elsewhere.
- D. To contribute to the mission of the University.

## **Article III: Membership**

Section 1. There are three categories of membership: Regular, Associate and Affiliate.

- A. Regular members are those individuals in the categories cited below who have paid annual or lifetime dues:
  - i. Members of the UC Academic Senate;
  - ii. Individuals who have been granted the Emeritus/Emerita title by the President of the University or his/her designee.
- B. Associate members are those individuals who are spouses or domestic partners of regular members. Surviving spouses and domestic partners of regular members retain their Associate Member status and they have no further membership dues requirements.
- C. Affiliate members are those individuals who have held regular faculty positions or positions of comparable status at other universities. Their membership must be proposed by two regular members and approved by the Membership Committee and a majority vote of the Executive Committee.

## **Article IV: Meetings**

Section 1. There are two scheduled general meetings of the Association membership each academic year, one in the fall quarter and one in the spring quarter.

- A. The spring meeting serves as the annual business meeting. Reports from officers and standing committee chairs are received at this time. Election of officers and members-at-large for the subsequent years also occurs at this meeting.
- B. Additional general meetings may be scheduled as deemed necessary by the Executive Committee or by the request of ten members of the Association.
- C. Members should be notified of all general meetings at least three weeks in advance using the standard media used by the Retiree Center and the Association.

Section 2. The members present shall constitute a quorum for the annual business meeting and all general meetings.

**Article V: Dues and Assessments**

Section 1. The fiscal year of the Association is July 1 through the following June 30.

Section 2. The annual dues of regular members, the cost of lifetime memberships, and all assessments shall be determined by the Executive Committee and approved by a majority vote of the membership at the annual business meeting of the Association.

**Article VI: Officers**

Section 1. The Association has five officers: President, Vice President, Secretary, Treasurer, and Archivist. The officers must be regular members of the Association.

Section 2. Officers shall be elected for two-year terms and shall be eligible for reelection.

Section 3. Except in the case of the Association President, a vacancy that occurs in any Association officer's position may be filled for the remaining term by an individual recommended by the Committee on Committees and approved by a majority vote of the Executive Committee. If there is a vacancy in the Association President position, the Vice President will complete the President's remaining term.

**Article VII: Duties of Officers**

Section 1. The President is charged with providing leadership for the Association and with representing it to the public at large. His or her duties include presiding over the meetings of the Executive Committee and the general meetings of the membership. The President also serves as an ex-officio member of all standing committees of the Association.

Section 2. The Vice President will assume all the stated duties of the President if the President is unable to perform them. He or she will also serve as the Association's ex-officio representative to other campus community organizations as determined by the Executive Committee.

Section 3. The Secretary, assisted by the staff of the Retiree Center, has responsibility for preparing and managing the minutes of all meetings of the Association as well as the Executive Committee and other related duties as assigned.

Section 4. The Treasurer, assisted by the staff of the Retiree Center, serves as the custodian of the Association's funds and manages accounting processes. He or she is charged with keeping the membership informed on a systematic basis about the Association's finances.

Section 5. The Archivist is responsible for collecting, organizing, and maintaining materials relevant to the history of the Association.

**Article VIII: Executive Committee**

Section 1. The Executive Committee shall consist of the officers, the chairs of the standing committees, and up to three elected members-at-large. All past-presidents and the Director of the UC Davis Retirees' Association serve as non-voting ex officio members. To the extent that it is feasible, Committee membership should include at least two emeriti/ae from the UC Davis Health System.

- Section 2. Duties: The Executive Committee is charged with the general management of the affairs of the Association as outlined in Article II, Objectives.
- Section 3. To the extent possible, standing committee chairs and members-at-large are elected for two-year, staggered terms. If a member-at-large cannot complete his/her term of office, the Executive Committee, after consultation with the Committee on Committees and by a majority vote, may appoint a replacement to serve for the duration of said term.
- Section 4. Other vacancies on the Executive Committee may be filled by a majority vote of the Executive Committee, and the appointees shall serve until the next annual business meeting of the Association.
- Section 5. To the greatest possible extent, the Executive Committee should have representation from the fine arts, humanities, sciences, social sciences and the professional schools.

#### **Article IX: Committees**

- Section 1. At the beginning of each year, the President, with the advice of the Executive Committee, will appoint standing committees.
- A. The Committee on Committees is a standing committee charged with searching for, selecting and nominating individuals to serve as the Association's officers and members-at-large. It also assists with the selection of committee members and advises the naming of chairs of standing committees.
  - B. The Committee on Committees will present its nomination for vacancies for officers and members-at-large at the last Executive Committee meeting before the Annual Spring meeting.
  - C. Additional standing committees are charged with ongoing responsibility for specific functions and operations of the Association as defined by the Executive Committee. Standing committees are established on the recommendation of the Committee on Committees and the Executive Committee.
- Section 2. Ad hoc committees are appointed by the President and charged with carrying out specific time-limited assignments. When the assignment is complete, the committee will be dissolved

#### **Article X: Nominations and Elections**

- Section 1. The Committee on Committees prepares a slate of nominees for the officers and members-at-large and presents it to the Executive Committee for approval and to the membership at the annual spring meeting. This slate should be made public three weeks prior to the meeting in the standard media used by the Retiree Center and the Association. Additional nominations for any of the foregoing positions may be made at the annual business meeting by an Association member from the floor.
- Section 2. The Association's terms of office conform to the University's calendar year which extends from July 1 of a given year through June 30 of the following year. Interim appointments expire on June 30 of the year that would complete the term of the original incumbent.
- Section 3. The officers and members-at-large of the Executive Committee shall be elected by voice vote, or by secret ballot if there is more than one nominee for a specific office.

#### **Article XI: Parliamentary Authority**

- Section 1. Robert's Rules of Order Newly Revised shall be the parliamentary authority for this organization.

## **Article XII: Amendments**

- Section 1. Proposed amendments to these Bylaws may originate either from a majority vote of the Executive Committee or from a petition to the Secretary signed by ten members.
- Section 2. Information on the amendments to be voted upon at the annual business meeting must be made readily available on standard media used by the Retiree Center and the Association. The text of the proposed amendments must be posted on the Association's website and available in print on request.
- Section 3. To be adopted, a proposed amendment must receive a two-thirds majority vote at a general meeting.