

**EMERITUS FACULTY ASSOCIATION
OF
CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS**

CONSTITUTION AND BY-LAWS

(Adopted January 22, 1985)
(Revised June 1992, September 1996, March 1997, March 2005)

CONSTITUTION

Article I: NAME

The name of the organization shall be the Emeritus Faculty Association of California State University, Dominguez Hills.

Article II: PURPOSE

The purpose of this Association shall be:

1. To advance the rights, privileges, and status of the emeritus faculty of California State University, Dominguez Hills;
2. To assist members in maintaining their scholarly activities as contributing members of the academic community through teaching, research, writing, and consultation;
3. To contribute to the mission of the University ;
4. To participate in service to the academic life of the University, its colleges and departments, and through representation in the Academic Senate;
5. To enhance opportunities for social and cultural activities among the membership;
6. To provide for the general welfare of the members of the Association.

Article III: MEMBERSHIP

1. Membership is defined in the By-Laws.
2. All members shall be entitled to participate in activities of the Association. Only dues-paying Regular Members shall be entitled to vote in any election or other ballot measure.

Article IV: OFFICERS

1. The officers of the Association shall be President, Vice President (President-Elect), Immediate Past President, Corresponding Secretary, Recording Secretary, and Treasurer. Other members may be added by a two-thirds vote of the Executive Committee.
2. The officers shall be elected by secret ballot at the annual business meeting if there is more than one nominee for an office; otherwise, a voice vote shall be in order.
3. All officers shall serve for a two-year term. Except for the President and Vice President, other officers are eligible for re-election.

Article V: EXECUTIVE COMMITTEE

1. The Executive Committee shall consist of the officers specified in Article IV, Section 1 above.
2. Vacancies that occur in the Executive Committee shall be filled by majority vote of the Executive Committee and the persons selected shall serve until the next regular election of officers of the Association.
3. A quorum of the Executive Committee shall consist of at least a majority of its members.

Article VI: MEETINGS

1. One meeting each year shall be designated the annual business meeting, which shall be called to receive reports of officers and committees, to conduct elections, and to handle such other matters as are presented by the Executive Committee.
2. At least one meeting will be held each year. The Association shall meet at such other times and places as are designated by the Executive Committee or upon petition of at least 20% of the regular membership.

Article VII: AMENDMENTS

1. Proposed amendments to this Constitution may be presented to the Regular Members by (1) majority vote of the Executive Committee or by (2) a petition submitted to the Corresponding Secretary for presentation to the Regular Members, such petition to be signed by at least 10% of the Regular Members.
2. Proposed amendments must be sent by the Corresponding Secretary to all Regular

Members at least two weeks before the annual business meeting.

3. All amendments shall be voted upon by the Regular Members at the annual business meeting and shall be adopted by a majority vote of those voting.

BY-LAWS

Article I: MEMBERSHIP

There shall be three classes of members: Regular, Associate, and Honorary.

1. Regular Membership is open to all persons who have been members of the General Faculty of California State University Dominguez Hills (as that term is defined in the Faculty Handbook) and who upon retirement have been designated as Emeritus. Such persons shall become Regular Members in good standing upon payment of annual dues or payment for lifetime membership. Annual dues are to be paid by September first. The membership year is September 1 to August 31. Dues must be paid by the end of a grace period ending October first for the person to maintain Regular Member status. Such persons shall become in good standing upon payment of dues.
2. Associate Membership is open to all spouses or surviving spouses or domestic partners or surviving domestic partners of Regular Members provided they are not eligible for Regular Membership
3. Honorary Members are those persons who are not eligible to be Regular or Associate Members but who may be designated, from time to time, by the Executive Committee with approval by a majority vote of the Regular Membership voting.

Article II: DUES

1. Any changes in the annual dues or lifetime membership dues of the Association shall be recommended by the Executive Committee and approved by the Regular Members at the annual meeting.
2. Associate Members and Honorary Members shall be exempted from the payment of dues.

Article III: DUTIES OF OFFICERS

1. The President presides at meetings of the Association and of the Executive Committee, exercises general supervision over the officers of the Association, and serves as ex-officio member of standing committees. During the two years subsequent to his or her term, the President is designated Immediate Past President and serves on the Executive Committee.
2. The Vice President assumes the duties of President when the latter is absent. The Vice President will serve as President following his or her term as Vice President.
3. The Corresponding Secretary corresponds on behalf of the EFA, sends notices to the membership and condolence or celebratory messages, produces labels for EFA mailings, and works with a person designated by the Executive Committee to maintain a data base of members and potential members.
4. The Recording Secretary keeps a record of the proceedings of regular and Executive Committee meetings, distributes the Minutes, and assists the President in maintaining Association records.
5. The Treasurer is responsible for the collection of dues and of other funds, all of which shall be deposited in the California State University, Dominguez Hills Foundation, or at such financial institution as shall be authorized by the Executive Committee. At each meeting of the Executive Committee, the Treasurer presents to the Committee a full statement of the financial status of the Association. Also the Treasurer will present a financial status report to the membership at the membership meetings. Signatures of two of the following are required to authorize the issuance of disbursement checks: Treasurer, President, Vice President.

Article IV: COMMITTEES

1. Standing Committees will be appointed by the President in consultation with the Executive Committee.
2. Standing committees may include (but not be limited to): (1) Membership; (2) Hospitality and Welfare; (3) Program; (4) University and Public Relations; (5) Fiscal. The Executive Committee at its discretion may consolidate standing committees.
3. Ad hoc committees may be constituted as the need arises and will be appointed by the President.
4. All committees are to maintain a record of their activities and are to submit a report annually at the Business Meeting.

Article V: FISCAL AFFAIRS

The Association's fiscal year will begin on September 1 and end on August 31 of each calendar year.

Article VI: QUORUM

A quorum shall consist of the Regular Members present at the beginning of any regularly called meeting. If the number of Regular Members in attendance drops below one-half of this number,, the quorum is lost and official action can not be taken by the group.

Article VII: AMENDMENTS

Proposed amendments to these By-Laws shall be presented to the Regular Members for a vote by (1) majority vote of the Executive Committee or by (2) a petition submitted to the Corresponding Secretary for presentation to the Regular Members, such petition to be signed by at least 10% of the Regular Members.

All amendments shall be voted on by the Regular Members at the annual business meeting and shall be adopted by a majority vote of those voting.

Article VIII: PARLIAMENTARY AUTHORITY

Roberts Rules of Order, Revised, shall be the parliamentary authority for this Association.

Revised, February 3, 2005