

CONSTITUTION AND BY-LAWS
INDIANA UNIVERSITY FACULTY/ STAFF CLUB

Article I – Name

The organizations shall be called the Indiana University Faculty/Staff Club, a Constituent Club of the University Club.

Article II – Purpose

The purpose of this Club is ensuring programs and activities of interest and convenience to the IU community, active and retired faculty and staff of Indiana University.

Article III – Membership

The membership of the Club is open to all members of the University Club interested in supporting the purpose.

Article IV -Officers and Board

The Club will be directed by a Board of at least 7 members and who will elect the following officers:

President who shall organize and lead the Club in supporting its activities; shall solicit membership of a new Board (January);

Vice Chair who shall represent the president when he/she is not able to attend; be informed of Club's activities and shall complete the term should the president as needed;

Program Chair who shall work with the President and Board of this Club in reporting programs, arranging luncheon menus and other details, to the University Club Manager, University Club Board and to the Webmaster;

Secretary who will report news of Club's activities-past and future to the overall membership of the University Club and to interested Indiana University faculty and staff; may act as a publicity contact.

Representative to the Finance Committee of the University Club who shall represent Faculty and Staff Club activities-past, present and future to the Finance Committee and shall report to the Board about the financial costs of the club. This representative will work with the University Club Manager to consider whether programs are self-supporting.

Non-officer Board members serve to advise and help in the programming of activities and representation to the University Club and community.

One person may hold more than one office, for example, the Vice-President and Program Chair may be the same person. The President, Vice President and Secretary shall be different members.

Faculty/Staff Club Constitution and By Laws page 2

Membership should represent faculty and staff (active or retired) and should include both male and female members. However, the Board is not limited to members of the IU faculty and staff. There are no term limits to those serving on the Board.

Roberts Rules of Order will govern Board meetings and elections.

Article VI - Meetings

The Board shall have at least three meetings:

*March for seating of the Board and election of officers; initial programming choices may be made.

*May for finalizing program choices for the following year, summer, fall and spring.

*September/October for confirmation and updating activities of Club.

Special meetings or Electronic (email) meetings may be called by the Chair or officer of the Board if decisions need to be made in between those meetings.

Article VII - Dues

No additional dues are required for this Club or for those serving on the Board.

Article VIII – Amendments

Amendments to this Constitution and By-Laws may be made by a majority of the Board present. It is recommended that any such amendments be advertised in the University Club newsletter and be presented to the University Club Board for comments.