

Bylaws of the Retired Faculty and Administrators Association at the University of North Carolina at Asheville

Mission:

The mission of the Retired Faculty and Administrators Association (RFAA) at the University of North Carolina at Asheville (UNC Asheville) (hereinafter referred to as RFAA) is to provide:

1. A supportive network to strengthen academic community connections and peer support among retirees.
2. A talent pool that UNC Asheville faculty and administrators can draw from for special projects.
3. A communication channel between retired faculty and administrators and UNC Asheville regarding mutual concerns and issues of special interest to retirees.
4. A partner with UNC Asheville offices for events and activities that sustain intellectual and social engagement among retired faculty and administrators.
5. An organizational voice where perspectives of time and institutional history can help maintain support for the UNC Asheville liberal arts mission and challenges it may face.

Membership:

RFAA is composed of regular UNC Asheville retired faculty and EPA administrators and other associates. There are two types of membership: Regular and Associate.

Regular retired UNCA faculty, EPA administrators, and former faculty and other academic administrators and staff with long-standing UNC Asheville affiliation may become Regular members by paying the annual dues as specified below. Faculty members who attained tenure at UNC Asheville, but who retired from other institutions are considered Regular members. EPA administrators who served a minimum of five years at UNC Asheville but who retired from other institutions may also choose to be considered Regular members. As such they are members in good standing and may vote and hold office in RFAA.

Retired faculty and administrators from other accredited institutions of higher education may become Associate members by paying the annual dues as specified below. As such they are members in good standing but may not vote or hold office in RFAA.

Officers:

The RFAA shall have nine (9) Officers: President, President-Elect, Secretary, Treasurer, Past President and four (4) members at large. All Officers shall be elected to one-year terms with the exception of the members at large who shall be elected for staggered two-year terms. All Officers shall discharge the duties usually associated with the offices to which they are elected. Officers shall be elected at the Annual

Meeting and shall take office immediately. Nominations for all Officer positions shall be presented by the Nominations Committee appointed by the President. The list of nominees shall be circulated at least two (2) weeks in advance of the Annual Meeting. Additional nominations may be made from the floor. If the office of President becomes vacant between elections the President-Elect shall assume office immediately. A vacancy in any other office shall be filled by Presidential appointment.

Board of Directors:

The Board of Directors shall be made up of the nine (9) Officers of RFAA. The Board of Directors is authorized to transact the affairs of RFAA between formal meetings, including the appointment of ad hoc committees. A majority of its members constitutes a quorum.

Dues:

Regular and Associate members shall pay dues of \$50 for each calendar year, except that upon payment of a lump sum equal to six years of annual dues, they become a member for life and no further dues shall be required. Changes to the dues schedule may be proposed by the Board of Directors to the general membership after circulating such changes a minimum two weeks in advance of the Annual Meeting. Changes will take effect January 1 the year following.

Funds:

RFAA funds shall be kept in a local depository and checks shall be drawn thereon over the signature of the Treasurer or President, in cases where the amount of the check exceeds \$100.00, one other member of the Board of Director's signature shall be required.

Meetings and Voting:

RFAA shall hold at least one general Annual Meeting. This meeting shall take place no later than July 1 of each year. Other general meetings may be called by the Board of Directors after reasonable notice. A quorum of 20% of the Regular members is required for the transaction of business at a general meeting. Actions (except for changes in Bylaws: see below) are approved by a simple majority vote. Between meetings, votes may also be conducted via email and are valid when the number of votes cast constitutes a quorum.

Amendments:

These Bylaws may be amended by a two-thirds majority of the Regular members present at any general meeting of the RFAA, provided the substance of the change is circulated at least two (2) weeks in advance of the meeting.

Relationship with the University:

RFAA shall maintain an active relationship with UNC Asheville through the Chancellor and the Provost or through their designees. It is envisioned that RFAA shall have ongoing appropriate relationships with the Faculty Senate, the Chancellor, the Provost, University Advancement, and Human Resources.

ADOPTED: Annual Meeting _____ 2019