

Bylaws

Article I - Name

The Senior Academy of Indiana University-Purdue University Indianapolis (IUPUI), hereinafter referred to as the Academy.

Article II - Mission and Objectives

The Academy is an independent association of retired faculty and staff who contribute their expertise and experience to IUPUI and the greater community. The Academy, with the assistance of IUPUI, encourages and assists scholarly, professional, educational, and service interests of the members, enabling them to continue to contribute to the institution and the community.

Article III - Membership

Section 1. Membership shall be open to all retired faculty and staff who agree to make a commitment to the activities of the Academy and to pay dues established by the Board of Directors (the Board).

Article IV - Governance

Section 1. The Academy shall be governed by fifteen (15) member Board consisting of faculty and staff members selected by the membership of the Academy.

- a. Every effort will be made to maintain the ratio of faculty to staff members proportional to the general membership.
- b. Members of the Board may be reelected for two (2)-year consecutive terms. An individual shall be eligible for reelection after being off the Board for a minimum of one year. Elections will take place in March each year. New members will assume responsibility on July 1.
- c. Prior to the election date, the Board shall appoint a Nominating Committee to prepare a slate of nominees and an Elections Committee to oversee and validate the election results.
- d. Approximately one-half of the Board membership shall be elected annually.

e. In the event of a vacancy, the Board shall appoint a replacement to fill the unexpired term.

f. The Chancellor and the Executive Vice Chancellor of IUPUI shall be ex-officio members of the Board, without vote.

Section 2. The officers of the Academy shall be Board Members consisting of a President, a Vice-President, a Secretary, and a Treasurer.

a. The Board shall operate on the calendar of the University, i.e. July 1 through June 30.

b. Election of officers shall be held annually by the Board at their initial meeting.

c. In the event that an officer resigns or becomes otherwise unable to function, the Board shall immediately elect a successor to complete the term, except that if the vacated office is the President, the Vice-President, shall assume the office of President and the Vice-President by immediate election.

Section 3. There shall be an Executive Committee of the Board which shall consist of its officers.

Section 4. Duties of Officers

a. **President** The President of the Academy shall:

1. Be the primary representative of, and spokesperson for, the members of the Academy;
2. Set the agendas for meetings of the Board and the Academy in consultation with the Board;
3. Preside at meetings of the Board and the Academy;
4. Consult as appropriate with the University administration.
5. Serve as a voting member of the Board for one additional year if his/her term on the Board has been completed.

b. **Vice-President.** The Vice President of the Academy shall:

1. Perform the duties of the President in the his/her absence.
2. Carry out special duties as assigned by the President.
3. Shall become the President of the Academy in the year following his/her election as Vice President.

c. **Secretary.** The Secretary of the Academy shall:

1. Monitor and review the minutes of the meetings of the Board

and Academy meetings;

2. Oversee the distribution of minutes
3. Prepare and oversee the distribution of correspondence for the Academy as designated by the Board;
4. Communicate in writing the sentiments of the Board and the Academy e.g., honors, illness, deaths to the appropriate parties
5. Report to the Board at each regular meeting on the correspondence sent and received.

d. Treasurer. The Treasure of the Academy shall:

1. Oversee the accounts of the Academy;
2. Provide a treasurer's report to the Board at each regular meeting and to the Academy at the annual meeting.

Section 5. The President of the Board shall recommend to the IUPUI Chancellor a person to serve as administrative liaison to the Academy. This person will authorize limited support for the Academy as needed and as deemed feasible by the University Administration.

Article V - Meetings

Section 1. There shall be meetings of the membership at least annually.

Section 2. There shall be monthly meetings of the Board unless determined otherwise by the President.

Section 3. A majority of all Board members shall constitute a quorum at meetings of the Board.

Section 4. The Board shall appoint annually a Parliamentarian who is not a member of the Board.

Article VI - Standing Committees

The standing committees of the Academy shall be:

A. Communications. This committee shall develop and produce an Academy Newsletter and shall develop and initiate other activities and written materials to promote awareness about the Academy and its contributions to the University and the greater community.

B. Membership. This committee shall monitor the updating of the mailing lists of retired faculty and staff for the purpose of inviting them to participate in the Academy. It shall also monitor and update the Academy membership list, acknowledging honors and deaths of members.

C. Programs. This committee shall recommend and develop programs in which members may participate. The committee shall work with the Communications Committee to promote

programs and other activities of the Academy.

D. Social. This committee shall recommend and implement social events for the Academy membership.

E. Scholarship. This committee shall be responsible for evaluating all Senior Academy scholarships and the membership of this committee shall include members from the Board as well as Academy members who are on the Board.

F. The Gerald I. Bepko Community Medallion. This committee shall, at least once every three years, recommend to the Board a person in the community or in the University to receive the Gerald L. Bepko Community Medallion, the award created by the IUPUI Senior Academy in 2003 to honor a person who has made a significant and ongoing commitment to strengthening the bonds between IUPUI and the Community. The Committee shall coordinate the presentation of a lecture by the recipient of this award, if appropriate.

Article VII – Ad Hoc Committees

The President may appoint Ad Hoc committees as required.

Article VIII - Amendments

Section 1. Proposed amendments to these Bylaws may be brought to the Board by any BYLAWS of Academy member.

Section 2. An amendment is approved when 2/3 of the Board members present at a meeting so affirm. Copies of the amendment shall then be distributed to the members of the Academy.

Recommended by Board: April 14, 1994

Revised: May 2, 1994

Revised: May 12, 1994

Revised: June 1, 1994

Revised: June 9, 1994

Adopted: July 15, 1994

Revised: June 1, 1995

Revised: August 8, 1996

Revised: November 14, 1996

Revised: February 11, 1998

Revised: October 14, 1999

Revised March 4, 2000

Revised: February, 2004