

**9/1/09  
REVISED 4/25/12  
REVISED 04/19/13  
REVISED 9/23/15  
REVISED 9/30/15  
REVISED 11/17/15  
REVISED 2/11/16  
REVISED 9/27/19  
REVISED 10/18/22**

**THE UNIVERSITY OF TEXAS AT DALLAS  
RETIREE ASSOCIATION  
BYLAWS**

**Article I  
Name**

The name of this organization, which was founded in 2004 as a 501-(c) 4 organization, is The University of Texas at Dallas Retiree Association (UTD-RA). (See Operating Guidelines, Article I.)

**Article II  
Purpose**

The Retiree Association has the following purposes:

1. To enrich the retirement experience of members through activities and events that encourage continuing social and professional contact with fellow retirees, university faculty, and staff.
2. To serve as a conduit for communication between the University and its retirees.
3. To represent retired faculty and staff regarding University benefits and other issues directly relevant to retirees.
4. To promote the participation of retirees in University activities and service. (See Operating Guidelines, Article II.)

**Article III  
Membership**

Section I. Any faculty or staff member who has retired from a position with The University of Texas at Dallas may become a member of the Association by contacting the Treasurer of the Association and paying the designated dues.

Those individuals who are receiving retirement benefits from The University of Texas at Dallas, but who have returned to employment with the University, may also be members of the Association.

Section 2. Spouses of retirees may be non-voting members of the Association with payment of dues.

Section 3. Any faculty or staff member who has been employed by The University of Texas at Dallas for at least ten years, but who has left the University prior to retirement, may become a {non-voting} member by contacting the Treasurer of the Association and paying the designated dues.

Section 4. A retiree from another university may become a non-voting member by paying the designated dues and completing the appropriate forms.

Section 5. A non-voting member has no UTD benefits.

#### **Article IV Executive Committee**

Section 1. The officers of the Association, hereinafter called the Executive Committee are the President, immediate Past President, Vice-President (President-Elect), Secretary, Treasurer, and Membership Chair, The Executive Committee will transact business in the name of the Association. The chairs of ad hoc committees established by the Association will be ex-officio, non-voting, members of the Executive Committee. (See Operating Guidelines, Article VI.)

Section 2. Officers will be elected each year at the Spring meeting. Each officer will take office at the beginning of the fiscal year. The Fiscal year is September 1 through August 31 with the term of office being twelve months. (See Operating Guidelines, Article IV.)

Section 3. In the event an officer is unable to serve or to complete his or her term of office, the Executive Committee shall appoint a substitute to serve until the next general election.

Section 4. The President shall preside at all meetings of the Association and the Executive Committee. See Operating Guidelines, Article IV.)

Section 5. The Past President shall serve as a non-voting advisor to the Executive Committee.

Section 6. The Vice-President (President-Elect) shall perform the duties of the President in the event the President is absent, disabled or has resigned.

Section 7. The Secretary shall be responsible for the minutes of meetings of the

Association, and the Executive Committee, shall handle the personal correspondence for the Retirees' Association, and shall serve as Historian. (See Operating Guidelines, Article IV.)

Section 8. The Treasurer shall be in charge of the financial transactions of the Association and shall keep the records thereof. (See Operating Guidelines, Article IV.)

Section 9. The Membership Chair shall maintain the list of the Association Members in cooperation with the Human Resources office. (See Operating Guidelines, Article IV.)

Section 11. Members-at-Large bring the concerns and interests of the general membership to the Executive Committee and serve as the Financial Audit Committee.

Section 12 The Editor of the Newsletter shall collect appropriate and timely articles and issue a quarterly newsletter. (See Operating Guidelines, Article IV.)

Section 13. The Social Committee Chair will schedule, plan and coordinate various luncheons, entertainment and excursion events for Association members, as determined by the Social Committee. Such events will be publicized through the Association Newsletter and posted on the Association's website. (See Operating Guidelines.)

Section 14. The Webmaster will maintain the Association's official website (hosted on the UTD website), to include information on all planned Association events and a copy of the most recent Association Newsletter.

Section 15. The Program Chair will, in conjunction with the President and Secretary, plan the special programs for the business meetings.

## **Article V Meetings**

Section 1. The Association shall hold four business meetings a year, September, November, February, and Spring. Times and places for the meetings will be determined by the Association President in consultation with the Executive Committee. Agendas will be established by the President and the Executive Committee.

Section 2. The Executive Committee may use electronic discussions and tallies to take actions without in-person meetings. These discussions and tallies will be filed with the minutes of the Association.

Section 3. General membership meetings will be announced in The University of

Texas at Dallas Retiree Association Newsletter, by personal letter or by electronic mail at least two weeks before the meeting.

Section 4. Actions of the general membership shall be governed by a majority of the members present and voting.

**Article VI**  
**Executive Committees**

Ad Hoc Committees

Section 1. The Executive Committee, as defined in Article IV, Officers, Section 1, shall appoint persons to such standing or ad hoc committees and positions as may be necessary to conduct the business of the Association.

**Article VII**  
**Interest Groups**

Section 1. Interest groups may be constituted upon the petition of a member(s) of the Association subject to the approval of the Executive Committee.

Section 2. The organization, activities, and meetings of each interest group shall be determined by the chairperson(s) of the group in consultation with the members of the group.

**Article VIII**  
**Dues**

Members shall pay annual dues as set by the Association. (See Operating Guidelines, Article VIII.)

Article XI  
**Amendments**

Section 1. Proposed amendments to these bylaws must be submitted to the members at least seven (7) days before the meeting at which they are to be considered.

Section 2. Adoption of an amendment shall require a majority vote of the members present and voting.

**Article X  
Dissolution**

Upon dissolution of the Association, any remaining funds will be designated for a University of Texas at Dallas scholarship fund.