CONSTITUTION

Article I Name
The name of the organization shall be the University of Virginia Women’s Club.

Article II Object
The purpose of the organization shall be to promote sociability among its members and to be of service to the University community.

Article III Membership
Membership shall be composed of the following categories: Active, Honorary, Associate, and Guest. The Chairman of the Membership Committee shall request the Eligibility Committee to rule on any doubtful cases.

Article IV Officers and Board of Directors
Section 1. Officers
The officers shall consist of a President, First Vice-President, Second Vice-President, Recording Secretary, Corresponding Secretary, and Treasurer. All officers will serve one term. With the exception of the President, First Vice-President, and Second-Vice President, all elected officers are eligible for reelection. The retiring first Vice-President shall automatically become the President and the retiring President shall automatically become the Second Vice-President.
A female president of the University of Virginia or the wife of a President of the University will be invited to serve as Honorary President. Honorary Presidents have no mandatory responsibilities but as members will be invited to all University of Virginia Women’s Club activities.

Section 2. Board of Directors
There shall be a Board of Directors composed of nine elected members, each to serve for a term of three years, three members to be elected each year.

Article V Meetings
Section 1. Meetings shall be held at such times and places as the Executive Committee shall direct, in accordance with the provisions of the Bylaws.
Section 2. One-tenth of the members shall constitute a quorum.

Article VI Amendments
The Constitution may be amended by a two-third vote of those voting, a quorum being present, provided that the proposed amendment has been submitted to the Executive Committee in writing and thirty days’ notice has been given to members of the organization, such notice including a copy of the proposed amendment.

As amended May 3, 2011
BYLAWS

Article I Membership

Section 1. Active - upon payment of dues.
   a. Wives of members of the Faculty with the rank of Professor, Associate Professor, Assistant Professor, Instructor, and Lecturer; and women members of the Faculty with the rank of Professor, Associate Professor, Assistant Professor, Instructor, and Lecturer. b. Wives of members of the University’s Administrative Staff, Research Staff, and Department of Athletics, not eligible under Section 1a, as ruled eligible by the Membership Chairman in conjunction with the Eligibility committee; and women members of the University’s Administrative Staff, Research Staff, and Department of Athletics, not eligible under Section 1a, as ruled eligible by the Membership Chairman in conjunction with the Eligibility Committee.
   c. Wives of members of the University’s teaching staff not eligible under Section 1a, as ruled eligible by the Membership Chairman in conjunction with the Eligibility Committee; and women members of the University’s teaching staff not eligible under Section 1a, as ruled eligible by the Membership Chairman in conjunction with the Eligibility Committee.

Section 2. Honorary (with all the privileges of membership) - upon payment of dues. This category of membership includes:
   a. Widows of members of the Faculty, Administrative Staff, and teaching staff, as described in Section 1, above.
   b. Wives and widows of spouses retired from the University, and Active members retired from the University.
   c. Either a. or b. above, who marry a spouse not affiliated with the University.

Section 3. Associate (with all the privileges of membership.) - upon payment of dues. This category of membership includes a formerly eligible member:
   a. Who is separated or divorced from spouse.
   b. Who is currently not affiliated with the University.

Section 4. Guest (with all the privileges of membership, with the exception of the right to vote and to hold an elected office.) - with exemption from payment of dues. The wives of Deans and Heads of Departments may make application to the Chairman of the Membership committee for guest membership for one year only for:
   a. Wives of visiting members of the Faculty or visiting women members of the Faculty.
   b. Wives of visiting scholars or personnel or visiting women scholars or personnel whose positions are not clearly defined by specific constitutional provisions.

Wives and widows shall be understood to include any female domestic partner as well.
Article II Election of Officers

Section 1. The officers of the club shall be elected at the Spring Business Meeting.

Section 2. All officers shall hold office for one year. The term of office shall begin at the close of the meeting at which these officers are elected. The Recording Secretary, Corresponding Secretary, and Treasurer shall be eligible for reelection.

Section 3. A Nominating Committee of three members shall be appointed in January by the President, with the approval of the Executive Committee.

Section 4. The President shall notify members in writing of the names of the members constituting the Nominating Committee.

Section 5. Suggestions for names of candidates for officers and board members must be submitted to the Nominating Committee by March 1.

Section 6. Voting shall be by voice vote. If more than one candidate is nominated for the same office, voting shall be by ballot.

Section 7. A majority of votes cast shall constitute election.

Section 8. No member shall have more than one vote.

Section 9. In the event of her own, or of her husband’s resignation from the University, any member holding a voting position on the Executive Committee may continue in that position until the end of the club year following such resignation, unless removal to another city is involved.

Article III Duties of Officers

Section 1. The President shall preside at all meetings; she shall appoint all committee chairmen and perform such other duties as pertain to the office. She shall be ex officio member of all committees, with the exception of the Nominating Committee.

Section 2. The First Vice-President shall preside in the absence of the President. The Second Vice-President shall serve in an advisory capacity.

Section 3. The Recording Secretary shall preserve a record of all meetings of the Executive Committee and all business meetings of the organization. She shall file each complete minute book with the Archivist of the Alderman Library.

Section 4. The Corresponding Secretary shall supervise the sending of all notices and attend to all correspondence.

Section 5. The Treasurer shall receive all dues and pay all bills. She shall report to the organization at its business meetings, or at other meetings if a report is called for.

Article IV Executive Committee

Section 1. The Executive Committee shall be composed of the duly elected officers, board members, and committee chairmen. A quorum shall consist of eleven members, five of whom shall be officers or board members.

Section 2. The Board of Directors shall be composed of nine members. Three members shall be elected each year, each for a term of three years. No School of the University shall have more than one representative on the Board.

Article V Duties of the Executive Committee

Section 1. The Executive Committee shall decide all matters of policy and
rule on disbursements of funds, subject to the approval of the membership.

Section 2. It shall act for and in behalf of the organization when it is not in business session.

Section 3. It shall have the power to fill any vacancy occurring between elections.

Article VI Standing Committees
Section 1. The Standing Committees of the organization shall be as follows: Membership, Social, Special Interest, Handbook, and such other committees as the President may find necessary to appoint.

Section 2. There shall be a Permanent Standing Committee know as the Eligibility Committee, composed of two past-presidents (each to serve a three-year term of office which may be renewed.), the current President, and the current Membership committee Chairman. Vacancies are to be filled by the President with the approval of the Executive Committee. The Membership Chairman shall be chairman of the Eligibility Committee.

Article VII Meetings
Section 1. There shall be two business meetings a year, one in the fall and one in the spring.

Section 2. The annual election of officers shall be held at the Spring Business Meeting.

Section 3. One-tenth of the members shall constitute quorum. A voting member shall be an Active member, Honorary member, or Associate member.

Article VIII Dues
Section 1. Dues shall be paid annually on a schedule set by the Executive Board.

Section 2. Upon payment of dues, Active, Honorary, and Associate members shall receive correspondence and be eligible to participate in social events and interest groups.

Section 3. Present and former Honorary Presidents of the Club and Guest members shall not be assessed dues but shall receive correspondence and be eligible to participate in social events and interest groups.

Article IX Amendments
The Bylaws may be amended by two-thirds vote of the members voting, a quorum being present, provided that the proposed amendment has been submitted to the Executive Committee in writing and ten days’ notice given to members of the organization, such notice including a copy of the proposed amendment.

Article X Parliamentary Authority
The rules contained in Robert’s Rules of Order, Revised, shall govern the organization in all cases in which they are applicable and not inconsistent with these Bylaws.

As amended May 3, 2011.