

Retired & Emeriti Faculty Association
Of Chapman University

Adopted 10/21/2016
Revised and Adopted 7/26/2024

Article I—Name

The name of this organization shall be the **Retired & Emeriti Faculty Association of Chapman University**.

Article II—Purpose

The purpose of the organization shall be the following: advocating for the retired faculty within the university community; maintaining open communication with the university faculty, staff and administration; promoting fellowship among retired and emeritus faculty members; and providing service to the Chapman community.

Article III—Membership

Those eligible for membership shall include all full-time faculty with retired or emeritus status upon retiring from Chapman University. Long term adjunct faculty, Deans of schools and colleges and Administrators of academic departments may be invited to join upon agreement of the Executive Board. Additionally, Administrators who are Directors of their department and who regularly taught in academic departments are eligible for membership. The spouse of any deceased full-time faculty member shall be eligible for associate membership.

Article IV—Executive Board

Any member of the Association may serve on the Executive Board at any time.

The Executive Board will meet monthly unless decided upon differently by its members.

The executive functions of the organization, including calling and chairing meetings, setting agendas, taking notes on decisions made by the membership, maintaining open lines of communication with the membership, and so forth, shall be performed by a small group of volunteers from within the Executive Board.

The programmatic functions of the organization, including event planning, website maintenance, organizational problem-solving, maintaining channels of communication with the Faculty Senate, upper management, deans, etc. shall establish task-specific subcommittees as needed.

Most decisions are made by the Executive Board. Major decisions will be brought to the entire membership.

Article V—Committees and Special Interest Groups

Members of this organization can form permanent or short-term special interest groups around topics or activities of interest to some but not necessarily all, of the open membership of the organization.

Ad hoc committees or special interest groups shall meet as often as they choose.

Committees shall develop their own statements of purpose and proceed to work towards goals they themselves articulate after vetting the goals with the Executive Board beforehand. Committees are expected to keep the Executive Board informed of their activities.

Article VI--Events

The Fall luncheon of the full membership will be held once a year. Other events such as the annual Holiday party, ad hoc lunches, tours, lectures, etc. will be planned by the Event Chairs at agreed upon times by the Executive Board.

Article VII—Method of Amending the Bylaws

The bylaws may be amended by majority vote of the Executive Board, provided notice of the proposed amendments accompanies notice of the meeting.

Adoption and amendment history:

Adopted: October 21, 2016 by a unanimous vote of 18 members present.

Revised: April 12, 2024 (approval pending)

Revised: May 10, 2024 (approval pending)

Revised: June 10, 2024 (approval pending)

Adopted: June 26, 2024