

ASSOCIATION OF JESUIT COLLEGES AND UNIVERSITIES
(A.J.C.U.)

By-Laws as Amended February 17, 1988
Proposed Amendments April 15, 2013

PURPOSE

This Conference is established to promote the objectives of the Association of Jesuit Colleges and Universities (A.J.C.U.) in the preparation of professional educators for both public and private schools and other agencies. The title of this organization shall be the *Association of Jesuit Colleges and Universities Education Conference*. The Conference draws its authority from, and is responsible to, the Board of Directors through the President.

MEMBERSHIP

Membership is open to any Jesuit college or university which offers a program in professional education at the undergraduate or graduate level. An official delegate, to be known as the institutional representative, or a substitute, designated by each institution shall have voting rights in the Conference. Communication between the Conference and the institution shall be through the institutional representative.

EXECUTIVE COMMITTEE

Officers shall be a president elected for a two-year term, a vice president elected for a two-year term, a past president for a two-year term, a secretary, a treasurer, and a member at large elected for a three-year term.

The president shall preside at all meetings of the Conference. The president shall be responsible for determining the agenda of all meetings and for making arrangements as to time and place of meetings. The president shall appoint such committees as he or she considers necessary. The president shall have the power to authorize such studies as are necessary, after appropriate consultation with the Conference. The president shall have the authority to approve the expenditures of monies for that activates of the Conference, within the limits of available funds.

The vice president shall act in the place of the president in the event that circumstances prevent the president from carrying out his or her responsibilities. The past president will serve as a member of the executive committee with responsibilities to be determined by the committee.

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The secretary shall record and distribute minutes of the meetings of the Conference. Two copies of the minutes of meetings shall be supplied to each institutional representative. The secretary shall forward one copy of the minutes of all meetings and all other notices to the chairman of the Board of Directors and to the central office A.J.C.U. The treasurer shall collect and disburse annual dues, maintain current list of institutions and their representatives, and prepare an annual statement of available funds. The member at large will serve as a member of the executive committee with responsibilities to be determined by the committee.

NOMINATIONS AND ELECTIONS

For each annual meeting at which a vacancy in office occurs, the president shall appoint a nominating committee which shall present a slate of at least two nominees for each office. Election shall be by written ballot at the meeting.

MEETINGS

A meeting shall be held annually in the Fall semester. The Fall meeting shall be held at a member institution and the location for each meeting should rotate by region annually. A second meeting shall be held annually in conjunction with the annual meeting of American Association of Colleges for Teacher Education (AACTE). Typically a third, informal gathering is held at the annual meeting of the American Educational Research Association (AERA). Additionally, special meetings, including those via distance education, may be called at the discretion of the president. Meetings shall be open to all interested faculty members of Jesuit colleges and universities and other invited guests.

DUES

There shall be annual institutional dues of \$150.00 per year, payable as of November 1.

APPROVAL OF BY-LAWS

The conference shall operate under these by-laws as of February 15, 1967. The by-laws received final approval at the annual meeting of February, 1968.

AMENDMENTS

The by-laws may be amended by a majority vote of the institutional representatives present at the annual meeting. The by-laws were last amended at annual meeting of February, 1988.