

## UCI Retirees Association

February 2023

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#### Article I – NAME

The name of this organization shall be the UCI Retirees' Association (UCIRA), hereafter “the Association.”

#### Article II – PURPOSE

The purposes of the Association are:

- 1) To provide opportunities for continuing interest in and support for the University of California, Irvine.
- 2) To inform and assist members of the Association in utilizing the benefits available to them and to enhance University benefit programs for retirees.
- 3) To foster continuing involvement in UC Irvine through volunteer or part-time employment.
- 4) To provide the means for interaction among retirees through a diversity of cultural, intellectual and social programs.
- 5) To act in concert with similar associations on this and other campuses of the University to advocate for the welfare of University retirees.
- 6) To help members understand the UC and UCI resources available to them.
- 7) To represent the views and concerns of retirees to the University administration.
- 8) To coordinate activities with the UCI Emeriti Association when mutually beneficial.

#### Article III – MEMBERSHIP

**Section 1. Eligibility for Membership.** All persons who have retired from service at any campus, lab or Office of the President of the University of California are eligible for membership in this Association. Current and surviving spouses or domestic partners are eligible for membership.

**Section 2. Membership Categories.** The Board of Directors may establish various categories of membership and related annual dues, depending on their determination of the needs of the Association.

**Section 3. Confidentiality.** Membership information provided to UCIRA shall be for its exclusive and confidential use to be maintained in accordance with University policy and applicable laws, rules, and regulations governing privacy.

## **Article IV – DUES AND CHARGES**

**Section 1. Membership Year.** The membership year of this Association shall be the period from January 1 through December 31.

**Section 2. Annual Dues.** The Board of Directors shall set the annual dues at a regular meeting of the Board. Dues shall be due and payable January 1 of the membership year.

## **Article V - ADMINISTRATION**

**Section 1. Officers.** The officers of the Association shall be the President, Vice President/President Elect, Secretary, Treasurer, and Immediate Past President.

**Section 2. Board of Directors.** The Board of Directors shall consist of the officers, directors at-large, and the representative to the Council of UC Retirees Associations (CUCRA) – all of whom shall have voting status on the Board. The Director and staff of the Center for Emeriti and Retirees (CER) shall serve as ex officio nonvoting members of the Board of Directors.

The Board of Directors is authorized to act and/or make decisions regarding day-to-day operations of the Association or issues that arise between regularly scheduled Board meetings.

**Section 3. Standing Committees.** The Board of Directors is authorized to establish and/or disband Standing Committees in response to the ongoing needs of the organization. Standing Committees have responsibilities from year to year based on the nature of their activities and programs. The President shall appoint the chairs of standing committees with the approval of a majority of the Board of Directors.

**Section 4. Special Committees.** Special Committees are considered temporary. Chairs of these committees may be appointed by the President at any time for specific activities, initiatives, or programs. They are invited to attend meetings of the Board of Directors, but are not eligible to vote in their role as representatives of their special committees.

**Section 5. Emeriti Liaison.** The President serves as liaison to the UCI Emeriti Association. An alternate may be chosen from its members by the Board of Directors.

**Section 6. Terms of Office.** The term of office for all elected officers and members-at-large of the Association shall be two consecutive years, unless otherwise specified and approved by the Board, beginning September 1 and ending August 31; and they should not serve more than two elective consecutive terms in the same office. A term of office

may be extended by a majority vote of the Board of Directors. Other directors and committee chairs are appointed by each current President, but not to exceed the President's term of office. They may be reappointed by a successive President.

**Section 7. Resignation, Termination and Absences.**

Resignation from the Board must be in writing and received by the Secretary. A Board member may be dropped for excess absences from the Board if she/he has three unexcused absences from Board meetings in a year or for other reasons as determined by a three-fourths vote of the remaining Directors.

**Section 8. Vacancies.** A vacancy occurring within the Board shall be filled by appointment by the President based on a recommendation of any member of the Board, and approved by a majority vote of the Board. Such appointee shall serve until the next election for that office and shall have full privileges as an officer of the Association and/or member of the Board of Directors.

**Section 9. Council of University of California Retiree Associations.** The UCI Retiree Association is a member of the Council of University of California Retiree Associations (CUCRA) and therefore subscribes to and fully participates in the activities, purposes, goals and objectives of CUCRA. UCIRA pays dues to CUCRA and sends representatives and/or alternates to each meeting.

**Article VI – DUTIES OF THE OFFICERS OF THE BOARD OF DIRECTORS**

**Section 1. The President.** The President shall preside at all meetings of the Association and at all meetings of the Board of Directors; shall appoint committee chairs as needed; and may serve as ex officio member of all committees. The President has the authority to approve disbursements, shall represent the Association at various functions and activities, will correspond with members as appropriate and perform such other duties as may be required.

**Section 2. The Vice President/President-Elect.** The Vice President/President-Elect shall, in the absence of the President or at the President's request, preside over meetings and otherwise act for the President, including the approval of disbursements and other duties as may be requested by the President and/or the Board of Directors. The Vice President/President-Elect shall automatically assume the office of President at the expiration of the President's term of office. In the event the current President is unable to complete his/her term, the Vice President/President-Elect shall complete the President's term and then serve as President for the succeeding two-year term.

**Section 3. The Secretary.** The Secretary shall record and distribute the minutes of the meetings of the Association and of the Board of Directors meetings, maintain an up-to-date copy of the Bylaws, and shall be responsible for maintaining records of decisions and actions of the Board of Directors.

**Section 4. The Treasurer.** The Treasurer shall review the Association's accounts and coordinate with the President and the CER staff reviewing dues and charges. This officer shall present a monthly financial statement and such other financial statements as may be requested by the Board of Directors.

**Section 5. CUCRA Representative.** The CUCRA Representative shall attend biannual CUCRA meetings and report on issues that could affect UCI retirees. Coordinates with the President and Vice President to respond to requests from CUCRA and monitors the CUCRA website. Together with the President, prepares brief, biannual, written reports to CUCRA, and articles for the Association newsletter as appropriate.

## **Article VII – STANDING COMMITTEES**

**Scholarship Committee.** This Committee shall consist of the Treasurer and at least one other member appointed by the Board of Directors. This Committee shall select recipients from the list of eligible students provided by the UCI Financial Aid Department to receive scholarships from the UCIRA in an amount agreed upon annually by the Board. Eligible students shall be based on the criteria set by the UCIRA Board.

**Interest Groups.** The Association promotes and facilitates the organization of numerous and diverse interest groups that provide an opportunity for social or cultural interaction, community engagement, or education for members and guests. The chair of this committee is responsible for coordination of interest group activities and venues and for identifying and developing new groups based on membership interest. The chair shall appoint other members to the committee or coordinators of specific interest groups, as needed.

## **Article VIII –ELECTIONS**

**Section 1. Eligibility for Nomination:** Any General Member shall be eligible for nomination to any office in the Association.

**Section 2. Nominations:** The Board shall accept nominations and prepare a list of candidates no later than one (1) month prior to the August election meeting. Nominations may be made by mail or email.

**Section 3. Elections:** Election of officers shall take place at the August election meeting. There shall be no absentee ballots. The Board shall serve as the elections committee, shall determine the results of the election, and shall report same to the membership.

**Section 4. Installation:** Newly elected officers and directors at-large shall assume their duties in September following the elections.

## **Article IX – MEETINGS**

**Section 1.** The Board normally meets monthly.

The President may call or cancel meetings, as appropriate, with seven days' notice.

- A quorum consists of a simple majority of the Board Members. If there are vacancies on the Board, the requirement for a quorum will be adjusted accordingly.
- Board meetings are open to interested individuals (“guests”) on a space-available basis

**Section 2.** The President and/or the Board of Directors shall call meetings of the general membership periodically at their discretion.

## **Article X – LIMITATIONS**

**Section 1.** This Association is a 501(c)3 non-profit entity.

**Section 2.** No debt shall be incurred in excess of the funds of the Treasury of the Association.

**Section 3.** Any UCIRA member, who claims to be aggrieved by any UCIRA action or Board member acting in that capacity, has the right of appeal to the Board.

**Section 4.** Contributions may be solicited only for approved UCIRA activities.

## **Article XI – PARLIAMENTARY AUTHORITY**

Robert's Rules of Order, Revised, shall be the parliamentary authority governing this Association.

## **Article XII – AMENDMENTS**

Amendments to these By-Laws may be adopted by a simple majority vote of the Board of Directors, provided a copy of the proposed amendment and prior notice have been given

to each member of the Board. Any member of the Association may propose amendments to the By-Laws for consideration and/or adoption by the Board. The general membership shall be notified of any amendment made by the Board by posting the updated By-Laws in the *Connections* Newsletter, and on the Association's website.

## **APPENDIX**

### **Non-discrimination Policy Statement**

UCIRA is bound by the following Non-discrimination Policy Statement.

[Policies & Procedures that Guide OEOD Complaint Resolution Processes | OEOD | UCI](#)

The University of California, in accordance with applicable federal and state laws and university policy, prohibits discrimination against or harassment of any person at the University on the basis of race, color, national origin, religion, sex, gender identity, pregnancy, physical or mental disability, medical condition (cancer-related or genetic characteristics), ancestry, marital status, sexual orientation, citizenship, age, or service in the uniformed services. The University also prohibits sexual harassment and sexual violence. These policies cover admission, employment, access, and treatment in University programs and activities. The University of California also prohibits employment discrimination based on genetic information (including family medical history), gender, and gender expression.