

BY-LAWS
(1989 Revision)

of the

COLLEGE AND UNIVERSITY SECTION

of the

NEBRASKA LIBRARY ASSOCIATION

1 ARTICLE I

2 NAME

3 The name of this organization shall be the College and University
4 Section (hereinafter referred to as the Section) of the Nebraska
5 Library Association (hereinafter referred to as the Association).

6 ARTICLE II

7 PURPOSE

8 The purpose of the Section shall be to promote the interests of the
9 college and university libraries in the state of Nebraska.

10 ARTICLE III

11 MEMBERSHIP

12 Section 1. Qualifications

13 Any person who is a member-in-good-standing of the Association
14 and is interested in the purposes of the Section is eligible for
15 membership. A member-in-good-standing is defined as a member who
16 has paid Association and Section dues for the current year.

17 Section 2. Dues

18 Dues are levied by the Association on all members. Additional
19 dues may not be collected by the Section without the consent of
20 a majority of its members.

21 ARTICLE IV

22 MEETINGS

23 Section 1. Frequency

24 There shall be two meetings each year, an annual meeting held
25 during the Association's Annual Convention in the fall and a
26 sectional meeting held each spring.

1 Section 2. Quorum

2 These meetings shall be convened upon the presence of a quorum
3 of 40% of the members of the Section.

4 Section 3. Motions and Discussion

5 Motions shall be brought to the floor by members of the Section.
6 All persons present may participate in discussion.

7 Section 4. Voting

8 Members of the Section are eligible to vote.

9 ARTICLE V

10 OFFICERS

11 Section 1. Officers

12 The four officers of the Section shall be Chairperson, Vice-Chairperson/
13 Chairperson-Elect, Secretary, and Treasurer. Only members of the
14 Section shall be eligible to hold office.

15 Section 2. Duties

16 a. The Chairperson shall:

- 17 i. Preside at all meetings;
- 18 ii. Serve on the Executive Board of the Association;
- 19 iii. Appoint officers to fill any vacancies which may occur
20 during the term of office;
- 21 iv. Appoint members to committees as necessary;
- 22 v. Submit an Annual Report to the Association in accor-
23 dance with its By-Laws;
- 24 vi. Publicize activities of the Section through appropriate
25 channels, including the Nebraska Library Association
26 Quarterly;
- 27 vii. Act, in consultation with the Executive Board of the
28 Association and with the officers of the Section, upon
29 all other issues which may arise during the term of office.

30 b. The Vice-Chairperson/Chairperson-Elect shall:

- 31 i. Preside at meetings in the absence of the Chairperson;
- 32 ii. Assume the position of Chairperson upon conclusion of the
33 term of office of the Chairperson;
- 34 iii. Assume the position of Chairperson upon the death, resig-
35 nation, or inability to serve of the Chairperson during
36 the term of office;
- 37 iv. Compile the Annual Directory of the Nebraska College and
38 University Librarians;

- 1 v. Act as Parliamentarian of the Section at all meetings
- 2 where questions of form and order arise;
- 3 vi. Perform such other duties as may be assigned to his/her
- 4 office by the Chairperson.

5 c. The Secretary shall:

- 6 i. Maintain a file of section documents;
- 7 ii. Record the minutes at all section meetings;
- 8 iii. Assume the public relations function of the section including
- 9 distribution of NLA Section and ACRL Chapter news through
- 10 the NLAQ or other appropriate publications;
- 11 iv. Deposit a copy of all section reports, program notices
- 12 and other records of section activities with the Executive
- 13 Secretary as required by the Association;
- 14 v. Conduct Special Elections to fill offices of Chairperson
- 15 and Vice-Chairperson/Chairperson-Elect should such vacancies
- 16 occur simultaneously;
- 17 vi. Perform such other duties as may be assigned to his/her
- 18 office by the Chairperson.

19 d. The Treasurer shall:

- 20 i. Maintain Financial records, receive funds, and pay all
- 21 expenses of the Section;
- 22 ii. Maintain a list of members-in-good-standing;
- 23 iii. Prepare and distribute agenda, program notices and other
- 24 pertinent documents at the direction of the Chairperson;
- 25 iv. Perform such other duties as may be assigned to his/her
- 26 office by the Chairperson.

27 Section 3. Elections

- 28. a. Elections shall be held by ballot prior to the Association's
- 29 annual fall convention.
- 30 b. The term of office shall be one year for the Chairperson
- 31 and Vice-Chairperson/Chairperson-Elect and two years for the
- 32 Secretary and for the Treasurer, (elected on alternate years,
- 33 the first term of the Secretary being for one year).
- 34 c. Nominations for officers shall be made by a Nominating
- 35 Committee (hereinafter referred to as the Committee).
- 36 d. The Committee shall submit to the membership at least two
- 37 names for each office.
- 38 e. The Committee shall submit to the Chairperson a signed consent
- 39 form from each nominee.
- 40. f. Nominations from the floor shall be accepted; provided that
- 41 the nominee is present and consents, or has submitted his/her
- 42 written consent to the Committee.

43 Section 4. Vacancies

44 Vacancies which may occur upon the death, resignation, or inability

45 to serve of the Chairperson and the Vice-Chairperson/Chairperson-Elect

46 simultaneously may be filled by Special Election.

1 Section 5. Removal

2 Any officer may be removed by a two-thirds vote of the members
3 of the Section whenever, in their judgement, the best interests
4 of the Section would be served thereby.

5 ARTICLE VI

6 COMMITTEES

7 Section 1. Standing Committee

8 There shall be three standing committees, the Nominating Committee,
9 the Program Committee, and the Executive Committee, whose members
10 serve from the close of one annual meeting of the Section to the
11 close of the next annual meeting of the Section.

- 12 a. The Nominating Committee, consisting of at least three
13 members and appointed by the Chairperson, shall have the
14 responsibility of nominating at least two names to each
15 office and obtaining written consent of the nominees for
16 submission to the membership for the elections held at the
17 annual meeting of the Section.
- 18 b. The Program Committee consisting of at least three members
19 and appointed by the Chairperson, shall have the responsibility
20 for planning and organizing the programs and handling all
21 details of the sectional and annual conventions of the Section
22 held each year.
- 23 c. The Executive Committee, consisting of the elected officers
24 and the immediate past-Chairperson of the Section, shall
25 have the responsibility of designating a delegate to the ACRL
26 Chapters Council and of handling all details of the Section's
27 relationship with ACRL as a Chapter.

28 Section 2. Ad Hoc Committees

29 From time-to-time, there may be appointed by the Chairperson an
30 ad hoc committee to fill a temporary need. Such a committee may
31 exist for a period of up to two years but no longer. If the
32 work of the committee has not been completed in that length of
33 time, it shall be disbanded and a new committee appointed by the
34 Chairperson.

35 ARTICLE VII

36 PARLIAMENTARY AUTHORITY

37 The parliamentary authority to be used in conducting the meetings and all
38 other business of the Section shall be the latest revised (bound) edition
39 of Henry M. Robert's Rules of Order, insofar as it is not contrary to
40 these By-Laws and to the By-Laws of the Association.

Article VIII

AMENDMENTS 

Proposed amendments to these By-Laws may be introduced at any regular meeting of the Section. In the interval between meetings, proposed amendments may be submitted to the Executive Board of the Section, who may authorize introducing the proposed amendments to the membership by mail. Proposed amendments shall be voted on at the next regular meeting following their introduction. A vote of two-thirds of the members present shall be required to adopt any proposed amendment.