

University and College Library Section

There has been a section devoted to this area of library service since the beginning of the Southeastern Library Association.

The purposes of this section are:

1. To present at the biennial conference a program meeting on a topic or topics of concern to academic librarians; and
2. To respond to any requests for advice or action regarding academic librarianship directed to the Chair by the President of SELA.

Bylaws

Adopted December 1990

Article I. Name

The name of this body shall be the University and College Library Section of the Southeastern Library Association.

Article II. Purpose

The purpose of this Section shall be as follows:

1. To contribute to the professional welfare of its members and to librarianship as the Section of the Southeastern Library Association responsible for activities related to university and college libraries.
2. To provide a forum for the exchange of ideas relating to academic librarianship.
3. To plan and work toward the continued growth and refinement of academic libraries and the services they provide in the Southeast.
4. To provide programs of interest to academic librarians and other interested librarians at the biennial conference.
5. To provide opportunities for discussion and activities.

Article III. Relationships to the Southeastern Library Association

This body shall be a Section of the Southeastern Library Association. The constitution and bylaws of that Association shall take precedence over these bylaws. At no time shall these bylaws be in conflict with the Association's Constitution and Bylaws.

Article IV. Membership

Section 1. Members

Any member of the Southeastern Library Association who elects membership in this Section according to the Bylaws of that Association thereupon shall become a member of this Section.

Section 2. Dues, rights, privileges

Dues paid to the Southeastern Library Association shall constitute the dues of the members of this Section. The date of payment of dues to the Southeastern Library Association shall be considered the date of payment of dues to this Section. Any member of the Southeastern Library Association who designates on his/her membership form the desire to belong to the Section shall be considered a bona fide member of the Section.

Section 3. Membership, fiscal, and conference years

The membership, fiscal, and conference years shall be the same as those of the Southeastern Library Association.

Article V. Meetings

Section 1. The meetings of this Section shall be held at the time and place of the biennial conference of the Southeastern Library Association.

Section 2. Special meetings may be held when ten (10) percent of the membership petitions the Chair in writing. Written notification will be sent to the membership by the Chair within fifteen (15) days after the petition is received, and the meeting held thirty (30) days after the mailing date.

Section 3. The members present at a meeting shall constitute a quorum.

Article VI. Nominations and Elections

Section 1. Nominations

The Chair shall appoint a Nominating Committee for the Section. The Nominating Committee shall prepare a slate of officers, composed on one candidate for Vice-Chair/ Chair-Elect, and one for Secretary, for presentation to the Section at the biennial business meeting. Written acceptance shall be obtained prior to submission of a name to the Section membership. Nominations may be made from the floor at the time of the election, if accompanied by written acceptance of the nominee. The out-going Chair is responsible for giving the slate of the new officers of the Section to the Executive Secretary and the Editor of *THE SOUTHEASTERN LIBRARIAN*. No candidate for office will be accepted who is not a personal member of the Section. Terms of office shall coincide with the elected officers of the Association.

Section 2. Elections

Elections shall be held at the Section meeting during the biennial conference. Candidates receiving a simple majority of the votes cast by members present shall be elected. In case the positions of Vice-Chair or Secretary become vacant prematurely, a new Vice-Chair or Secretary shall be appointed by the officers.

Article VII. Officers

Section 1. The officers of the Section shall be a Chair, a Vice-Chair/Chair-Elect, and a Secretary. These officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the Southeastern Library Association. Officers will serve according to the same schedule as officers of the Association.

a. Chair: In addition to the regular duties of this office, the Chair shall: 1) plan a program of activities for the biennium, 2) plan for Section meetings with the assistance of other Section officers, 3) appoint all Section committees and their designated Chair, 4) appoint liaisons to other non-Section committees, and 5) serve as a voting member of the Board of Southeastern Library Association.

b. Vice-Chair/Chair-Elect: In addition to the regular duties of this office, the Vice-Chair/Chair-Elect shall perform such duties as the Executive Committee of the Section may assign to the office. The Vice-Chair shall: 1) act in the absence of the Chair and 2) assist in program planning. In the event that the office of the Chair becomes vacant, the Vice-Chair shall become the Chair of the Section for the unexpired term or until a new Chair is selected.

c. Secretary: In addition to the regular duties of this office, the Secretary shall: 1) keep records of all proceedings of the Section and 2) assist in the planning for Section meetings. If the Chair and Vice-Chair leave, then the Secretary becomes the Chair and appoints a new Vice-Chair and new Secretary.

Section 2. An appointment to fill any vacancy between meetings shall be made by the Executive Committee.

Article VIII. Executive Committee

Section 1. Composition

The Executive Committee shall consist of the officers of the Section and the Immediate Past Chair.

Section 2. Powers and Duties

The Executive Committee shall have general supervision over the affairs of the Section between meetings. It shall:

- a. make recommendations to the Section, and
- b. be subject to the orders of the Section.

None of the acts of this Committee shall conflict with action taken by the Section.

Section 3. Meetings

The Executive Committee shall meet in conjunction with each regular meeting of the Section or it may meet to act on emergency matters as deemed necessary by any two members.

Section 4. Quorum

The members present at a meeting is a quorum.

Article IX. Standing and Ad Hoc Committees

Section 1. Standing Committees

The standing committees of the Section, appointed by the Chair, shall be:

- a. Nominating Committee
- b. Membership Committee

Section 2. Establishment and Composition

The Executive Committee may establish other standing committees as the need arises. The size of each committee shall be an odd number, no fewer than three (3) members, each of whom shall be a member of the Section during the term served.

Section 3. Term of Office

Each committee member may be appointed to serve a maximum of two consecutive two-year terms on any one committee. The Chair shall be appointed to serve as Chair for one two-year term.

Section 4. Ad Hoc Committees

Other committees may be appointed by the Section Chair as deemed in the best interest of the Section to meet a specific charge.

Article X. Parliamentary Authority

Robert's Rules of Order, latest edition, shall be the governing authority in any matter not specifically covered in these bylaws and provided there is no conflict with the SELA Constitution and Bylaws. The Chair may appoint a Parliamentarian.

Article XI. Amendments to the Bylaws

The bylaws may be amended by a majority vote of those present and voting at any regular meeting, providing due notice or the proposed amendment has been given to the membership at least thirty (30) days before the meeting at which it is presented. Any change adopted shall be published in *THE SOUTHEASTERN LIBRARIAN*. A proposed amendment or a new bylaw shall become effective when it has been approved.