

CONSTITUTION
Religious Advisors Association
Michigan State University
Adopted October 27, 2004

ARTICLE ONE. OFFICES: The address of the registered office of the association is the president's address and the registered agent is the president.

ARTICLE TWO: PURPOSE: The Religious Advisors Association (RAA) is an association of professional campus ministers serving the Michigan State University community for the purpose of

Supporting and enriching each member's professional commitment and competence to campus ministry at Michigan State University

Improving communication between the various religious groups which minister to the University community

Speaking to the University community on matters regarding religion, human values, morality, and individual rights

Fostering healthful religious practices in the University community

Serving as a resource to individuals and groups within the University

ARTICLE THREE: OFFICERS: Its Executive Committee shall manage the property and business of the association. In addition to the powers and authority by these bylaws expressly conferred upon it, the Executive Committee may exercise all such powers of the association and do all such lawful acts and things as are not prohibited by law, by the Articles of Incorporation, or by this Constitution

The Executive Committee shall consist of the President, the Vice President, the Secretary, and the Treasurer.

The association at its last meeting of the school year shall elect the following officers: a President, a Vice President, a Secretary, and a Treasurer. Their term of office shall begin after spring term graduation.

Each officer shall be elected by a three-fourths vote of the members present and voting.

Members may be nominated by the Executive Committee or by any member present at the meeting when officers are elected.

Officers may serve a one-year term with the option of being elected for a second term. In no instance shall anyone serve more than two consecutive years in the same office.

The PRESIDENT shall preside and convene the Executive Committee meetings and regular meetings of the association, plan the agenda for meetings, be a liaison with the University's Religious Affairs Coordinator, sign such papers as may be required by the office, sign letters and policy statements from the association, appoint committees, and serve as registered agent for the association (Article One).

The VICE PRESIDENT shall perform the duties of the President in the case of his/her absence, resignation or inability to act. The Vice President shall also be responsible for all internal programs of the association.

The SECRETARY shall issue in writing all notices of meetings, keep complete records of the meetings, keep an accurate record of attendance of members at regular and committee meetings, be custodian of all records of the association, sign all such papers as may be required by his/her office, and perform other such duties as may be incidental to the office.

The TREASURER shall receive all monies of the association, keep a full account of all monies received and paid out, make quarterly written treasurer reports, and collect all dues.

ARTICLE FOUR: MEETINGS OF THE EXECUTIVE COMMITTEE: The Executive Committee shall meet monthly during the academic year.

Special meetings may be held at the call of the President or three-fifths of the Executive Committee providing that not less than two days notice of the time, place and purpose of the meeting is to be given to each member.

At all meetings of the Executive Committee, the presence of three-fifths of the authorized number of members, but not fewer than three members, shall be necessary and sufficient to constitute a quorum for the transaction of business.

ARTICLE FIVE: COMMITTEES: The Executive Committee may designate ad hoc committees to help in the furtherance of the purpose of the association. Any such committee shall act by a majority of its members within the authority delegated to it by the Executive Committee or the association.

ARTICLE SIX: MEMBERSHIP:

- A. Voting membership is available to staff members of religious organizations, faiths, denominations or congregations who have been appointed to carry out a ministry to the students, staff, and faculty at Michigan State University.
 1. Have at least one-third time responsibility to the students, staff, and faculty at Michigan State University.
 2. Have received a Bachelor's degree from a college or university, and any further training which shall seem necessary to his/her supporting organization to properly equip him/her for religious work and appointment to a ministry at Michigan State University.
 3. Attend the RAA meeting at which his/her initial application for membership is being considered.
 4. Indicate on annual application his/her commitment to at least one-third time ministry with staff, faculty, and students at Michigan State University.
 5. Submit the regular application for membership form and dues to the Executive committee and MEMBERS ARE ENCOURAGED TO PARTICIPATE IN THE THREE MEETINGS PER YEAR.
 6. Are familiar with the RAA Constitution, Covenant, and Code of Ethics and indicate agreement with them.
 7. The Coordinator of Religious Affairs representing the Vice President of Student Affairs office is an ex-officio member with full voting privileges.

Members of the association will be entitled to the following benefits:

- Inclusion in the RAA orientation brochure
- Religious Preference cards from the University
- Voting privileges at RAA meetings
- MSU identification card and parking pass
- Such other benefits as the University or RAA may from time to time choose to bestow.

Membership is renewable annually upon submission of a membership renewal application form and fees.

Those who do not submit dues and renewal applications will be considered to have opted to let their membership lapse after the recommendation of the Executive Committee and the notification to the member.

Lapsed members will surrender their ID to the office of the Vice-President of Student Affairs and will lose the privileges of membership and must reapply to RAA to be reinstated.

The Executive Committee is authorized to recommend to RAA exceptions to membership renewal due to extenuating circumstances after the member submits a letter of explanation of the circumstances. Membership will be renewed after a three-fourths vote of the membership present at meeting to accept the Executive Committee's recommendations.

ARTICLE SEVEN: VOTING: Each member of RAA will have one vote.

A three-fourths vote of those present and voting will be required for membership, for Constitutional Amendments, and for official actions or pronouncements by the association.

A majority vote of those present and voting will be required for normal business matters, internal association activities and recommendations by the Executive Committee.

ARTICLE EIGHT: AMENDMENT OF CONSTITUTION

Any full member of the association by submitting a proposed change in writing at any regularly scheduled meeting may amend the Constitution

The proposed amendment to the Constitution will be incorporated into the minutes of that meeting. The proposed amendment may not be voted on until the next regularly scheduled meeting of the association.

ARTICLE NINE: RULES OF ORDER: As a general rule the association will seek to operate by consensus. If there is dissent, the association will operate by Roberts Rules of Order.