

By-Laws
The Respiratory Care Alumni Association
The University of Texas Health Science Center at San Antonio

Article I

Name

This organization shall be called the RESPIRATORY CARE ALUMNI ASSOCIATION OF THE UNIVERSITY OF TEXAS HEALTH SCIENCE CENTER OF SAN ANTONIO, abbreviated RCAA, operating independently of the University system, but willingly working in conjunction with the UTHSCSA Department of Respiratory Care.

Article II

Purpose

Section 1. To build and maintain a scholarship endowment to provide for scholarship funds to deserving students in the UTHSCSA Department of Respiratory Care baccalaureate program.

Section 2. To facilitate and allow for continued contact of alumni from the RC program, for the purpose of friendship, networking, and job opportunities

Section 3. To provide continuing education opportunities for members to keep them abreast of recent or pertinent developments within the field of Respiratory Therapy, and to assist members in maintaining current state licensure

Section 4. To promote and encourage membership in state and national professional organizations

Section 5. Provide mentorship to interested current students of the UTHSCSA Department of Respiratory Care Baccalaureate Program

Article III

Membership and Participation

Section 1. Active Membership. Any graduate of the UTHSCSA Department of Respiratory Care may become an active member of this association upon application to the Executive Council and payment of designated dues

Section 2. Associate Membership. Any person not a graduate of the UTHSCSA Department of Respiratory Care may become an associate member upon application to the Executive Council and payment of designated dues. Associate members will enjoy all privileges of Active Membership except voting and access to on-line job bank.

Section 3. Honorary Membership. Any person who has rendered distinguished service to the RCAA or UTHSCSA Respiratory Care Department may be elected as an Honorary Member of this Association by a majority vote of the Executive Council

Article IV

Dues

Dues for all categories of membership will be determined by the executive council

Article VI

Organization

Section 1. Officers:

A. The Officers of this organization will be President, Vice-President, Secretary, Treasurer, and Faculty Representative.

B. Positions. All positions with the exception of the Faculty Representative will be elected by ballot at the RCAA Annual Meeting.

C. Candidates. All candidates for executive council positions shall be nominated by the current Executive Council, and any active member of the RCAA may serve.

D. The position of Faculty Representative shall be filled by a willing member of the UTHSCSA Department of Respiratory Care as approved by the Program Chair and Director

E. Elections will be a majority of votes cast by the body of active members present during the voting process.

F. In the event of a draw, the winners will be determined by majority vote of the executive council

Section 2. Executive Council: The Executive Council will be composed of the President, Vice-President, Secretary, Treasurer, and Faculty Representative.

A. Duties: The Executive Council will be in charge and control of the RCAA and its affairs, funds, and property.

B. Term of Office: The President and Vice-President will serve a two year term of office, the Secretary and Treasurer will serve a one year term of office, and the Faculty Representative shall serve indefinitely as long as the individual and department are willing.

C. Vacancy in Office: Any vacancy in office that occurs during the organizational year will be filled by Executive Council appointment, and the individual may serve until the next Officer Election.

Article VII

Duties

Section 1. President:

The President will assume the presidency at the RCAA annual meeting. The President will assist the Executive Council in setting the annual calendar at the first council meeting after assuming office. The President will preside over meetings, serve as a figurehead for public relations of the RCAA, and help ensure adherence to the RCAA mission statement and purpose of the organization

Section 2. Vice President:

The Vice President will assume the vice-presidency at the RCAA annual meeting. The Vice President will attend alumni events, assist the President as needed, represent the RCAA in the event the President is unavailable, and help ensure adherence to the RCAA mission statement and purpose of the organization.

Section 3. Secretary:

The Secretary will take minutes at each meeting, and distribute to the Executive Council for approval. The Secretary will process RCAA membership applications, and ensure the RCAA roster and website are as up to date as possible. The Secretary will also

coordinate the creation and distribution of the RCAA newsletter, with the help of the Executive Council.

Section 4. Treasurer

The Treasurer will prepare and maintain the financial statements for the RCAA, including the operating expenses and the RCAA Scholarship endowment. Will assist the Secretary in processing new RCAA memberships, and will ensure all donations and monies collected are appropriated accordingly. The treasurer will also be the primary figure in collecting and soliciting contributions for the Scholarship endowment, and will keep the Executive Council and RCAA members aware of its status.

Section 5. Faculty Representative

The Faculty Representative shall serve as an intermediary between the RCAA Executive Council and the UTHSCSA Department of Respiratory Care. The Faculty Representative shall assist in making students aware of the RCAA, and will attend all RCAA meetings and events. The Faculty Representative shall also help coordinate the UTHSCSA Department of Respiratory Care's support of the RCAA.

Article VIII

Meetings

The Executive Council will meet a minimum of four (4) times per year, and will set such meetings at the beginning of the new term of office of the President. There will be at minimum an annual meeting for members held at a time selected by the Executive Council, and notification of this meeting will be given to all members of the RCAA, as facilitated by the Executive Council Secretary. Special meetings may be called and arranged by the President, or by a majority of the Executive Council.

Article IX

Awards

Section 1. Scholarships:

A.) RCAA scholarships shall be awarded as funds allow at the annual meeting, and availability, number, and amount of scholarships shall be determined by the Executive Council based on the status of the RCAA Scholarship Endowment

B.) Any current student of the UTHSCSA Department of Respiratory Care may apply for the RCAA Scholarship, provided they meet the criteria set forth by the Executive Council.

C.) Scholarship winners shall be determined from the pool of applicants and shall be selected by a majority vote of the Executive Council

Section 2. Outstanding Alumni Awards

A.) Any active or honorary member of the RCAA shall have the ability to nominate any member of the RCAA for the RCAA Outstanding Alumni of the Year award, based on contributions to the association, department, profession, or community, in accordance with the guidelines established by the Executive Council.

B.) RCAA Outstanding Alumni of the Year shall be chosen from the pool of nominations by a majority vote of the Executive Council, and will be awarded at the RCAA annual meeting.

Article X

Dissolution of the RCAA

In the event of failure of the RCAA for any reason, all monies contained within operating cost account will immediately be transferred to the scholarship endowment fund. Control of the scholarship endowment fund will then be transferred to the UTHSCSA Department of Respiratory Care.

Article XI

Revisions of Bylaws and Amendments

These bylaws may be revised by a majority vote of the Executive Council, with subsequent approval by a quorum members present at the next scheduled meeting of the RCAA. These bylaws may be amended with the approval of the Executive Council at a regular or called meeting with a quorum of members in attendance.