

# UNIVERSITY OF SASKATCHEWAN RETIREES ASSOCIATION CONSTITUTION

## Article 1 Name and Interpretation

- 1.1 The name of the organization shall be the University of Saskatchewan Retirees Association (USRA).
- 1.2 In this Constitution, By-laws and Policies and Procedures, unless the context otherwise requires:
- a) "**Association**" means the University of Saskatchewan Retirees Association.
  - b) "**Members**" means ordinary, associate and honorary members of the Association.
  - c) "**Officer**" means any member of the Board of Directors.
  - c) "**Board**" means the Board of Directors of the Association and consists of the Executive comprising the President, Vice-President, Secretary and Treasurer, additional officers as the Association requires and the immediate Past-President.
  - d) "**President**" means the President of the Association.
  - e) "**Retirees**" means all persons who have retired from staff positions at the University of Saskatchewan and its federated and affiliated colleges including staff employed under research grants and contracts. This also includes persons who have been employed by the University for 6 or more years and have reached the age of 55 years. The USRA acts as the official liaison between the University and all retirees, including those who are not members of the USRA.
  - f) "**University**" means the University of Saskatchewan, and the USRA will ask the University President to designate a University leader to be the point of contact with the USRA.

## Article 2 Statement of Purpose

The purpose of the Association shall be to promote and safeguard the interests and welfare of University of Saskatchewan retirees and to provide a means of sustaining a continuing relationship among retirees and between retirees and the University.

## Article 3 Objectives

- 3.1 The objectives of the Association shall be:
- a) To conduct activities which foster a continuing association among members and between members and the University;
  - b) to promote the economic interests and welfare of retirees;
  - c) to provide programs of intellectual and social activities for members;
  - d) to collectively represent all retirees, whether members or not, in appropriate forums;
  - e) to be a channel of communication between the University and its retirees for purposes of responding to the academic and other needs of the University;

- f) to promote the Association and its objectives among employees of the University approaching retirement or who are leaving the University and meet USRA eligibility requirements;
  - g) to provide opportunities for retirees, administrative officials, academic staff and other employees of the University (and their associations) to discuss and otherwise pursue matters of common interest; and
  - h) to cooperate with, assist, and join together with retiree associations at other universities in areas of mutual concern.
- 3.1 The objectives of the Association may be facilitated through agreement(s) with the University of Saskatchewan and other organizations.

#### **Article 4 Membership and Privileges**

Membership in the Association shall consist of Ordinary, Associate and Honorary members.

- 4.1 **Ordinary Members:** all persons in good standing with the Association who have retired from staff positions at the University of Saskatchewan and its federated and affiliated colleges, including staff employed under research grants and contracts. Also, persons who have been employed by the University of Saskatchewan for 6 or more years and have reached the age of 55 years.
- 4.2 **Associate Members:** partners of ordinary members and such other persons, or class of persons, as the Association shall determine eligible for associate membership.
- 4.3 **Honorary Members:** the General Meeting, on recommendation of the Board, may award honorary membership in the Association.
- 4.4 **Privileges of Membership:** ordinary members shall be entitled to all the privileges of membership, including the right to vote at general and special meetings. Associate and honorary members shall be entitled to all the privileges of membership, except the right to vote at general and special meetings and where certain roles or functions are restricted to ordinary members.

#### **Article 5 Meetings**

- 5.1 An Annual General Meeting (AGM) shall be held on or before November 30. All ordinary members present may vote.
- 5.2 Special General Meetings may be called by a majority vote of the Board of Directors or by the President when petitioned by a minimum of 25 members. All ordinary members present may vote.
- 5.3 Decisions of General Meetings shall be the final authority of the Association.
- 5.4 The conduct of meetings shall be in accordance with the By-laws of the Association.

## **Article 6 The Board of Directors**

- 6.1 There shall be a Board of Directors elected annually, from the membership and by the membership, at the Annual General Meeting (AGM). The Board shall consist of an Executive of Officers comprising the President, Vice-President, Secretary and Treasurer, plus additional Officers as the Association shall require and the immediate Past-President.
- 6.2 The function of the Board shall be to conduct the business of the Association, as indicated in the Constitution, By-laws and Policies and Procedures documents.

## **Article 7 Standing and Ad Hoc Committees**

There shall be Standing and Ad Hoc Committees, with terms of reference, duties and powers as the Board shall decide, to conduct the operations of the Association and achieve its objectives.

## **Article 8 Elections**

- 8.1 Election of the Board of Directors shall be conducted in accordance with the By-laws of the Association.
- 8.2 Should a member of the Board resign or be otherwise unable to continue to serve, the President, acting on the advice of the Board, shall fill the position with another appointee for the remainder of the departing member's term.

## **Article 9 Finances**

- 9.1 The Treasurer shall manage the financial affairs of the Association.
- 9.2 Signing authority on financial matters shall be determined by the Board annually.

## **Article 10 Official Documents**

Subject to the provisions of Article 9.2, all instruments in writing requiring the signature of the Association shall be signed by the President or designate.

## **Article 11 By-Laws**

The By-laws of the Association shall regulate and guide the affairs of the Association and shall be appended to the Constitution.

## **Article 12 Policies and Procedures**

- 12.1 Policies and Procedures shall provide details on the day-to-day operations of the Association.
- 12.2 The Board shall have the flexibility and opportunity to prescribe these organizational practices and to modify them as the need arises.
- 12.3 The Board shall ensure that the Policies and Procedures are available for viewing by the membership.

## **Article 13 Amendments to the Constitution and By-laws**

The Constitution and By-laws of the Association shall be approved, and may from time to time be amended, by resolution at a General Meeting with a two-thirds majority of ordinary members present voting to approve.

## **Article 14 Dissolution**

- 14.1 Provision is made for dissolving the Association and winding up its affairs if there is no wish or need to continue its existence.
- 14.2 A decision to dissolve the Association shall be made at a General Meeting by resolution of a two-thirds majority of ordinary members present and voting to approve.
- 14.3 In the event of dissolution all assets of the Association shall be assigned to the University of Saskatchewan to be used for the general welfare of the University as determined by the Board of Governors.

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