

BYLAWS

THE OSHER LIFELONG LEARNING INSTITUTE AT OKLAHOMA STATE UNIVERSITY



Article I. Name and Organization

Section 1. The name of the program is the Osher Lifelong Learning Institute at Oklahoma State University (OLLI @ OSU).

Section 2. The program shall be established at sites to be determined by the Director and Board of Directors.

Section 3. The Institute is funded by the Bernard Osher Foundation, the OSU College of Education, the OSU President's Office, membership dues and course fees, and other sources as available.

Article II. Purpose

Section 1. The purpose of the Institute is to provide opportunities to adults for intellectual growth and stimulation in such areas as the arts, the sciences, language, public affairs, literature, international affairs and society at large.

Article III. Membership

Section 1. Adults who pay the annual membership are members of OLLI and are entitled to enroll for the classes, vote in elections for officers, approve the Bylaws and Principles of Operation, and for other opportunities as may be offered.

Section 2. For purposes of planning, July shall be designated as the beginning of the program and fiscal year.

Article IV. OLLI Board of Directors

Section 1. The OLLI Board of Directors shall oversee and coordinate the program at all sites, maintain ongoing contacts with the OSU College of Education, the OSU Emeriti Association and the Osher Foundation. Oversight of OLLI budget and policy making are responsibilities of the OLLI Board.

Section 2. The OLLI Board will consist of three representatives from each of the programs (elected by the membership at each program site), a representative from OSU Emeriti (appointed by the OSU Emeriti Council), a representative from the OSU College of Education (appointed by the Dean), a Treasurer (appointed by the OLLI Board) and the immediate past chair of the Board. Persons serving on the OLLI Board must be members of OLLI. The Director of OLLI and site-coordinators will be ex officio members of the Board. Chairs of the local Executive Committees and the site coordinators will attend meetings of the Board on invitation of the Board.

Section 3. The elected Board members will serve three-year terms on rotation. One representative from each site will be elected each year. The site representatives are eligible to

serve a maximum of two consecutive terms. The Board members will elect a Chair and Secretary each year at the beginning of the program year.

Section 4. Upon a vacancy of a locally elected board seat, the past-chair of the local Executive Committee shall form an ad hoc nominating committee to appoint an eligible member to serve the balance of an unexpired term.

Section 5. The Board shall meet quarterly and at other times as called by the officers.

Section 6. Minutes from the Board of Director's meetings shall be forwarded to the Executive Committee Chairs to be shared with local Executive Committees.

Article V. Local Executive Committees

Section 1. The program at each site will be governed by its own Executive Committee comprised of the officers and chairs of standing committees for the site. The Director of OLLI and the Site Coordinator will be ex officio members of the committee. The Executive Committee will be responsible for oversight of the program at their site.

Section 2. The officers of each Executive Committee shall be the Chair, Chair-elect, Secretary, and Past Chair. All officers shall be members of OLLI. The officers (except for Past Chair) shall be elected by the general membership via mail/email and will assume office July 1 and serve until June 30 of the following year.

Section 3. The Secretary may be re-elected to the office. An immediate past chair may not be re-elected Chair-elect until at least one year after his/her term of office.

Section 4. The Chair-elect will succeed to the office of Chair at the beginning of the following year or upon a vacancy in the office.

Section 5. Upon a vacancy in any office except that of Chair, the Executive Committee shall appoint an eligible member to serve the balance of the unexpired term.

Section 6. Each Executive Committee will meet quarterly and at such other times as determined by the committee and /or called by officers. Minutes of the meetings shall be forwarded to the OLLI Director by the Secretary within 10 days.

Article VI. Local Executive Committees: Standing Committees

Section 1. Members of Standing Committees and their chairs will be OLLI members appointed by the Executive Committee officers.

Section 2. The Standing Committees are the following:

Curriculum Committee

Social Committee

Membership Committee

The duties of Standing Committees are outlined in the Principles of Operation document.

Section 3. Chairs of Standing Committees have full voting privileges on the Executive Committee. Chairs shall serve one year or longer by mutual consent of the appointee and the committee.

Section 4. Ad hoc Committees may be appointed by the Executive Committee at any time. An ad hoc Nominating Committee shall be appointed each year in January. (See Article VIII, Section 1.)

Article VII. Annual Meeting

Section 1. An annual meeting of OLLI will be held.

Section 2. Robert's Rules of Order is the authority for parliamentary rules of procedure for all business meetings.

Article VIII. Local Executive Committee Elections

Section 1. The Nominating Committee, comprised of five persons from among OLLI members and chaired by the immediate past Chair of the Executive Committee, shall prepare a slate of officers for approval by the Executive Committee.

Section 2. One month before the vote, the Secretary shall inform OLLI members of the slate of nominees.

Article IX. Bylaws

Section 1. These bylaws take effect upon approval by two thirds of the OLLI membership voting.

Section 2. The bylaws may be amended by vote of the members of OLLI at the annual meeting or by mailed/emailed ballots, or at a special meeting called for that purpose.

Section 3. Proposed changes in bylaws shall be communicated to members by mail at least one month before the vote of the members. Changes in bylaws must be approved by two-thirds of those OLLI members voting.