

BYLAWS
SOUTH CAROLINA ASSOCIATION OF FAMILY AND CONSUMER
SCIENCES
FORMERLY, SOUTH CAROLINA HOME ECONOMICS ASSOCIATION

Adopted February 28, 1970

Amended and revised February 28, 1981; October 1991; February 25, 1994;

February 24, 1995; February 23, 1996; February 1997, February 28, 2003,

February 19, 2009

Proposed changes/additions are in blue. Omissions are in red and will be deleted in the final document.

ARTICLE I

NAME

The name of this organization shall be the South Carolina Association of Family and Consumer Sciences, hereafter referred to as SCAFCS.

ARTICLE II

PURPOSES AND MISSION

The purposes of the Association are stated in the Articles of Incorporation. **The mission is to provide leadership and support for professionals whose work assists individuals, families, and communities in making informed decisions about their well being, relationships and resources to achieve optimal quality of life.**

ARTICLE III

AFFILIATION

SECTION 1. The South Carolina Association of Family and Consumer Sciences shall be an affiliated association of the American Association of Family and Consumer Sciences **(hereafter referred to as AAFCS)** and shall set up Bylaws not in conflict with that organization.

SECTION 2. SCAFCS shall be represented in the Senate at the Annual Meeting of AAFCS as designated by AAFCS in Article IV, Section 3 of the AAFCS Bylaws.

ARTICLE IV

OFFICERS AND ELECTIONS

SECTION 1. The officers shall consist of a president; president-elect; vice president-services; vice president-program; vice president elect-program; vice president-finance; secretary; counselor; and historian. The officers shall be active, sustaining, associate, new professional, and retired members, (Article VI, Section 3 (a), (b), (c), (d), and (e) of the Association.)

SECTION 2. Election of officers of the Association, of the Communities of Interest and members of the nominating committee shall be by mail or electronic ballot. Ballots shall be mailed or emailed to all individual members except Student Unit, honorary and courtesy members at least two months before the annual meeting of the Association. They shall be returned in sealed envelopes marked

“ballot” or electronically. The closing date for the receipt of ballots shall be thirty days from the date of the distribution of the ballots.

SECTION 3. The president-elect shall be elected each year for a one-year term. Upon completion of the term of office, the president-elect automatically becomes president and serves in this capacity for a one-year term. Only members who are current or former (elected =omit) members of the SCAFCS Board of Directors or chairs of communities shall be eligible for the presidency. The president shall officially assume office on June 1.

SECTION 4. The vice president-program shall be elected each year and serve as vice president elect-program for one year and vice president-program the following year. The vice president-program shall be elected so as to officially assume office June 1, following their year as vice president elect-program.

SECTION 5. The vice president-finance shall be elected so as to assume office in even-numbered years. The secretary, historian, and vice president-services shall be elected in odd-numbered years. Each of the above officers shall serve for two years. New officers shall officially assume office on June 1 following the election.

SECTION 6. The counselor shall be the immediate past president. If the immediate past president is unable to serve, a member of the Board of Directors shall be appointed by the president with the approval of the Board. The counselor shall assume office on June 1, following the term as president.

SECTION 7. The nominating committee shall be composed of five members. Each member shall serve two years. Two members shall be elected so as to assume office on June 1 in even-numbered years and three in odd-numbered years. The chairman of the committee shall be designated by the president.

SECTION 8. Elections shall be by majority votes cast. The president may appoint members to fill un-expired terms in case of vacancies in elective offices except for the position of the president-elect, who shall be elected by the Board of Directors. The nominating committee elections are by plurality.

SECTION 9. No member shall hold more than one elected office at a time, and no member shall be eligible to serve more than two consecutive terms in the same office.

ARTICLE V

GOVERNING BODY AND FUNCTIONS

SECTION 1. The Board of Directors shall consist of the officers of the Association, the chairmen of standing committees and appointed committees, the chairmen of communities of interest, student unit chairman and student advisor.

SECTION 2. The executive committee shall consist of the officers of the Association. The executive committee shall have power to act for the Board of Directors between meetings.

SECTION 3. The Board of Directors shall:

- a. Manage the business of the Association and refer to the members at the annual meeting such matters as it deems desirable and as required by the Bylaws of the Association.
- b. Receive the budget as submitted by the vice president-finance for study and recommendations. It shall adopt an annual budget, program of work, and other related programs and serve as the legal representative of the Association.
- c. Determine dates and places for the annual meeting of the Association and have power to cancel meetings in the event of an emergency.
- d. Authorize an audit/review of the financial records of the Association at the end of the term of office of the vice president-finance.
- e. Approve the standing committees appointed by the president and approve other committees whose membership is recommended by the president.
- f. Appoint official representatives of the Association to the organizations with which the Association is affiliated. It shall provide for cooperation with other groups through appropriate means. This shall include membership on joint committees and joint sponsorship of organizations with related interests. It shall receive reports from members serving on these committees and shall determine action.
- g. Adopt resolutions as needed.
- h. Act upon revision of the Bylaws before proposals are presented to members of the Association for adoption. (We have the authority to present them as revised.)
- i. Meet a minimum of three times annually or on call of the president or at the written request of one-half of its members. All outgoing and incoming members shall attend the spring board meeting where records will be passed from old officers to all incoming officers.

SECTION 4. A majority of the voting members of the board present at the time shall constitute a quorum.

SECTION 5. Meetings of the Board and/or Executive Committee may be held by means of telephone conference calls or other technologically assisted options.

ARTICLE VI

MEMBERSHIP AND DUES

SECTION 1. Membership in SCAFCS shall consist of one (~~two~~=omit) category. (We don't have organizational memberships at the state level.)

SECTION 2. Individuals who qualify for membership in AAFCS are eligible for membership in SCAFCS.

SECTION 3. Members of SCAFCS must become members of the AAFCS as stated in the Articles of Incorporation. A special provision is made for courtesy membership.

SECTION 4. Individual members shall be active, Ellen Richards sustaining, associate, retired, student unit, new professional, honorary or courtesy.

- a. An active member shall be a person:
 1. With a bachelor's or advanced degree from an accredited college or university in the United States, Canada, or other countries, with a major in one or more of the knowledge-based areas of the profession; or
 2. With a bachelor's or advanced degree with a major in a specialized subject matter area related to one or more of the knowledge-based areas of the profession from an accredited college or university in the United States, Canada, or other countries, and with a minimum of two years of experience in that area.
 3. With the opportunity to serve as an elected officer of the Association, as an officer of a Community of Interest and as a member of the nominating committee, if an active, Ellen Richards sustaining, associate or retired member. Student Unit members' voting privileges shall be limited to officers of the Student Unit.
- b. An Ellen Richards sustaining member shall be a person who is eligible for active membership as defined in [Section 4\(a\)](#) of this Article and is interested in furthering the purposes of the Association through an additional contribution according to the dues structure.
- c. An associate member shall be a person:
 1. With a bachelor's degree from an accredited college or university (1) but who is not eligible as defined in Section 4 (a) (2) but who is interested in furthering the purposes of the Association as stated in Article II. After two (2) years of continuous membership, an associate member may petition to become an active member; or
 2. With a two-year associate degree from an accredited college or university in the United States, Canada, or other countries with a major in one or more of the knowledge-based areas of the profession or in a specialized subject matter area of the profession; or
 3. Who is eligible for active membership as defined in Section 4 (a) and is not employed more than 20 hours a week.
- d. A new professional member shall be a person with a bachelor's degree from an accredited college or university in the United States, Canada, or other countries, with a major in one or more of the knowledge-based areas of the profession and who has not been a previous active member. This membership category is open to individuals during the first two years following the receipt of a baccalaureate degree. A new professional may have been a Student Unit member.

- e. A retired member shall be a person who has been an active member for at least 10 years, is 60 or more years of age, has met retirement guidelines at place of previous employment, and is no longer gainfully employed. It is the responsibility of the member to request retired status.
- f. A Student Unit member shall be a person:
 - 1. Who is enrolled full time or part time by institutional standards in a two-year or four-year program of the profession in an accredited college or university in the United States, Canada, or other countries, with a major in one or more of the knowledge-based areas; or
 - 2. Who is enrolled full time by institutional standards and is progressing toward a graduate degree in a program administered by a unit established on the knowledge-base of the profession
- g. An honorary member shall be a person other than a family and consumer sciences professional that the Association desires to honor for exceptional services within the interest of the Association. Honorary membership may be granted by the Board of Directors.
- h. A courtesy member shall be a person who is an active member of AAFCS and another state affiliate, and who is interested in additional affiliation in SCAFCS.

SECTION 5. Dues are as follows:

- a. Annual dues for all categories of individual membership in SCAFCS, except courtesy membership, shall be the same as those approved by the Senate of AAFCS.
- b. The affiliated state association designated by the member shall receive one-fourth of said dues.
- c. Courtesy members shall pay dues directly to the SCAFCS. Dues for courtesy members shall be set by the Board of Directors of SCAFCS.

SECTION 6. Membership.

- a. Membership privilege for individual members other than courtesy Members shall include:
 - 1. The receipt of one subscription of the official publications journal and newspaper of AAFCS and one subscription to the state newsletter.
 - 2. Full voting privileges under Article VI, Section 3, for active, supporting, associate, and retired members.
 - 3. The opportunity to serve as an elected officer of the Association, as an officer of a community and as a member of the nominating committee, if an active, supporting, associate and retired member, and
 - 4. The opportunity to serve as a member of other association committees, if an active, supporting, associate, courtesy or retired member.
- b. Courtesy members shall enjoy state membership privileges, which include receiving the Newsletter and member registration. Such members are restricted from serving as delegates to AAFCS and from being candidates for president, president-elect, one of the vice presidents, secretary or counselor of SCAFCS.

ARTICLE VII

STANDING COMMITTEES

SECTION 1. The Association shall have the following standing committees:

- a. PROGRAM OF WORK COMMITTEE. The duty of this committee shall be to recommend the program of work for the Association. The program of work shall be presented at the annual meeting of the Association or in its publication. The chairman of the committee shall be the president-elect.
- b. FINANCE/BUDGET COMMITTEE. The duty of this committee shall be to assume responsibility for all fiscal matters, as authorized by the Board and approved by the president. The chairman of the committee shall be the vice president-finance.
- c. MEMBERSHIP PROMOTION AND CREDENTIALS. The duty of this committee shall be to increase membership of the Association. The vice president-services shall serve as chairman of the committee.
- d. ELECTED NOMINATING COMMITTEE. The duty of this committee shall be to make nominations for the elected officers of the Association, distribute the official ballot to all members of the Association, and count the return votes to determine the elected officers. The committee shall be composed of five members, not more than two shall be members of the Board of Directors.
- e. BYLAWS. The duties of this committee shall be to receive and make proposed amendments to the Bylaws that are in line with the Bylaws of AAFCS. Upon the approval of the Board of Directors, the committee shall prepare a copy of the revisions and send to the membership at least one month in advance of the annual meeting. The Bylaws committee is asked to study the revisions of the Bylaws made at the annual meeting of AAFCS and is authorized to make the necessary changes and to notify the members which will affect the work of the Association before the annual meeting of SCAFCS. The committee shall be appointed by the Board of Directors for a two-year term.
- f. With approval of the Board of Directors, the president shall appoint other committees, which shall be noted in the Association's Policies and Procedures Manual.

SECTION 2. The committees shall not incur expenses except those budgeted and approved by the Board.

ARTICLE VIII

COMMUNITIES OF INTEREST

SECTION 1. Membership. The membership of the Association shall be organized into **Communities of Interest**. Communities of Interest (referred to as **Communities**) reflect the subject knowledge bases of the profession and reflect the professional settings within which the profession is

practiced. They may also reflect timely issues in which AAFCS and SCAFCS can assume a critical role. Members may affiliate with Communities of Interest as part of their basic dues structure. To join “Communities” members must do so on the AAFCS Members only section of the AAFCS web site where information and directions are posted.

SECTION 2. The officers of the Communities of Interest may be a chairman, chairman-elect, and other such officers the Community may choose. Officers of SCAFCS Communities of Interest must be members of the AAFCS Communities of Interest.

A nominee for chairman-elect, along with biographical descriptions, are submitted by each Communities of Interest to the state nominating committee by October 1 prior to the year in which the member assumes office for the inclusion on the official ballot of the State Association. Other officers are selected within the Community as needed. The chairman-elect assumes office in even-numbered years. Suggestion: Nominations for the ballot are determined from within each community, with the chair of each Community serving on the Board of Directors.

Terms of office are two years for all Communities except the chairman-elect, who serves one year prior to becoming chairman. The chairman-elect assumes office as chairman on June 1 one year after assuming office as the chairman-elect and serves as chairman of the Community for two years. (This amounts to 3 years, right?)

SECTION 3. The Board of Directors of the Association may appoint a chairman for each new proposed Community in the State Association which parallels the AAFCS Communities of Interest. Communities of Interest may hold meetings at the time and place of the annual meeting of the Association, subject to the approval of the Board of Directors. The Chairman shall be responsible for channeling information and requests from AAFCS to the state membership and making recommendations to the Board of Directors for the formation of a new Community.

SECTION 4. Functions of Communities of Interest

- a. The functions of Communities of Interest shall be to:
 1. Promote, critique, and disseminate research to enhance and advance the knowledge bases of the profession and to influence public policy;
 2. Provide programming to support professional development of members within or among specialized communities, including at annual meeting and other times as deemed appropriate;
 3. Support and promote the integration and application of knowledge to enhance family and individual well-being in all settings;
 4. Identify trends and issues related to the community and the effects of these trends and issues on the entire profession;
 5. Submit proposals for special projects to be conducted by the communities, councils, national committees, or commissions;
 6. Encourage and assist members to promote community-related professional involvement and programming at affiliate levels;
 7. Establish any committees to carry out special activities or projects and communicate with constituents;
 8. Nominate and select community chairs for the SCAFCS ballot;

9. May hold an annual business meeting at the Annual Meeting;
 10. Support the SCAFCS Program of Work and Priorities;
 11. Provide names of members to represent the communities in priority issues, legislation, public relations, research, and other areas when contacted by officers and staff of the Association; and
 12. Be represented on any special, ad hoc, or governance committees of concern to the communities.
- b. A Community shall not incur expenses except those budgeted and approved by the Board.
- c. A Community shall have its own rules of order provided these do not conflict with SCAFCS and AFFCS Bylaws, and which shall be approved by the Board of Directors.

SECTION 5. Professional Sections omitted

SECTION 6. Action Groups omitted

SECTION 5. The vice president-program shall coordinate and oversee programs within Communities of Interest and serve as liaison between the Board of Directors and the Communities. In addition the vice president-program serves as chairman of the Annual Meeting Committee.

ARTICLE IX

MEETINGS

SECTION 1. There shall be an annual meeting of the Association at such time and place as the Board of Directors shall determine. At least one business session shall be held at the time of the annual meeting. The meeting shall be open to all members. ***Business may be transacted by a vote of the majority present.*** In an emergency, the annual meeting can be canceled by the Board of Directors.

SECTION 2. For the transaction of business by the Association, ***a majority of the members present at this time shall constitute a quorum.***

ARTICLE X

NEWSLETTER

The Association shall issue a Newsletter, which is to include information on state, national, and international work that will be of interest and/or inspiration to the membership.

ARTICLE XI

FISCAL YEAR

The fiscal year of the South Carolina Association of Family and Consumer Sciences shall be determined by Board of Directors and shall be noted in the Association's Policies and Procedures Handbook.

ARTICLE XII
AMENDMENTS

SECTION 1. These Bylaws may be amended at any regular meeting of the Association by a two-thirds vote of the members present and voting, provided that notice of any proposed amendment(s) be given at a regular meeting, by mail, electronic mail, or through one of the official publications of the Association to all members at least one month prior to the meeting at which the vote is to be taken.

SECTION 2. The following provisions in these Bylaws may be amended by action of the Board and vote of the majority of the members present at a regular meeting of the Association without prior notice thereof: Article IV (Officers and Elections), V (Governing Body and Functions), and VII (Committees).

SECTION 3. In the event of an emergency as determined by the Board of Directors, the Bylaws may be amended by mail or electronic ballot by a majority of the current membership with the privilege to vote.

ARTICLE XIII
TAX-EXEMPT STATUS

SECTION 1. This Association is a non-stock and non-profit corporation. No part of the net earnings of the Association shall inure to the benefit of, or be distributable to, its directors, officers, or other private persons, except that the Association shall be authorized or empowered to pay reasonable compensation for services rendered and to make payments and distributions to further the objectives set forth in the Articles of Incorporation.

No substantial part of the Association's activities shall be invested in carrying on propaganda or otherwise attempting to influence legislation. The Association shall not participate in, or intervene in any political campaign on behalf of any candidate for public office.

Notwithstanding any of the provisions in the Articles of Incorporation, the Association shall not carry on any other activities not permitted to be carried on: (a) by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986 (or corresponding provisions of any future U.S. Internal Revenue law).

SECTION 2. If in any one year the Association is found to be a private foundation, then, and in that event, its income for each such taxable year shall be distributed at such time and in such a manner as to not subject the foundation to tax under Section 4942 of the Internal Revenue Code. The foundation shall not engage in any act of self dealing (as defined in Section 4941(d) of the Internal Revenue Code), shall not retain any excess business holdings (as defined in Section 4943(c) of the Internal Revenue Code), shall not make any investments in such manner as to subject the foundation to tax under Section 4944 of the Internal Revenue Code, and shall not make any taxable expenditures (as defined in Section 4945 (d) of the Internal Revenue Code).

ARTICLE XIV
DEFENSE AND INDEMNIFICATION

SECTION 1. To the extent permitted by law, the Association shall defend and/or indemnify any person who was or is a party defendant or is threatened with being made a party defendant to any legal action, suit, or proceeding (other than an action, suit, or proceeding by or in the right of

the Association) by reason of the fact that he/she is or was a director, officer, employee, or agent of the Association, or is or was so serving at the Association's request for another profit or not-for-profit corporation, against expenses actually and necessarily incurred by him/her in connection with the defense of such legal action, suit, or proceeding, except in relation to matters as to which he/she shall be adjudged in such legal action, suit, or proceeding to be liable for negligence or misconduct in the performance of his/her duty to the Association.

The termination of any legal action, suit, or proceeding by judgment, order, settlement, conviction, or upon a plea of *nolo contendere* or its equivalent, shall not of itself create a presumption that the person did not act in good faith or in a manner which he/she reasonably believed to be in the Association's best interests. To the extent that the court or body in or before which such legal action, suit, or proceeding was finally determined has not addressed the questions of negligence or misconduct in the performance of the person's duty to the Association, a determination that indemnification is proper shall be made by a majority vote of the Board of Directors. In the event of settlement of a legal action, suit or proceeding, indemnification shall be made up to the amount that would reasonably have been expended in the defense, as provided for the Board of Directors.

Indemnification shall not be deemed exclusive of any other rights to which the director, officer, employee, or agent may be entitled under any Bylaw, agreement, vote of the Board of Directors or members, or otherwise.

ARTICLE XV

DISSOLUTION

In the event of dissolution or termination of the Association, the Board of Directors shall, after paying all the liabilities of the Association, dispose of all the assets of the Association exclusively for the objectives of the Association in such a manner or to such organization or organizations organized exclusively for charitable, educational, or scientific purposes and at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1986 (or corresponding provisions of any future U.S. Internal Revenue law) as the Board shall determine. Any of such assets not so disposed of shall be disposed of by the court of proper jurisdiction exclusively for such purposes or to such organization(s) organized and operated exclusively for such purpose, which the court shall determine.

ARTICLE XVI

PARLIAMENTARY AUTHORITY

Except as otherwise provided in its Bylaws and standing rules, the Association shall be governed in its proceedings by Robert's Rules of Order, Newly Revised.