CONSTITUTION AND BY-LAWS

ARTICLE I: NAME

The name of this organization shall be the Freed-Hardeman University Associates.

ARTICLE II: PURPOSE

It is the purpose of the Freed-Hardeman University Associates to cooperate with the university in support of the basic aims and ideals of Christian Education: (1) To strengthen the program of the university by regular investments in the work of the university and the improving of its facilities. (2) To assist the university in recruiting the high type of student who can best profit by the services of such an institution. (3) To foster a spirit of friendship among the women who are interested in the development of spiritual values in education.

ARTICLE III: MEMBERSHIP

Section 1. Types of Membership

A. **Regular Membership**
Membership shall be extended to those who shall qualify as having common interest and loyalties to the purposes of this organization and who have submitted an annual contribution of twenty dollars ($20.00) or more. A member shall be privileged to vote and hold office.

B. **Silver-Life Membership**
Silver-Life Membership shall be conferred upon any member upon receipt of her contribution of two hundred and fifty dollars ($250.00) in a fiscal year. A silver-life member shall be privileged to vote and hold office.

C. **Patron-Life Membership**
Patron-Life Membership shall be conferred upon any member upon receipt of five hundred dollars ($500.00). This amount can be paid at one time or in minimum payments of one hundred dollars ($100.00). Full payment of five hundred dollars ($500.00) must be reached within five (5) years. A patron-life member shall be privileged to vote and hold office.

D. **Diamond-Life Membership**
Diamond-Life Membership shall be conferred upon any member upon receipt of her contribution of one thousand dollars ($1,000.00). This amount can be paid at one time or in minimum payments of one hundred dollars ($100.00). Full payment of one thousand dollars ($1,000.00) must be reached within five (5) years. A diamond-life member shall be privileged to vote and hold office.

E. **Gold-Life Membership**
Gold-Life Membership shall be conferred upon any member upon receipt of her contribution of five thousand dollars ($5,000.00). This amount can be paid at one time or in minimum payments of one thousand dollars ($1,000.00). Full payment of five thousand dollars ($5,000.00) must be reached within five (5) years. A gold-life member shall be privileged to vote and hold office.

F. **Platinum-Life Membership**
Platinum-Life Membership shall be conferred upon any member upon receipt of her contribution of ten thousand dollars ($10,000.00). This amount can be paid at one time or in minimum payments of one thousand dollars ($1,000.00). Full payment of ten thousand dollars ($10,000.00) must be reached within ten (10) years. A platinum-life member shall be privileged to vote and hold office.

Any level of Life Membership can apply toward the next level of membership. Life Members are encouraged to pay regular membership dues each year as a donation or pay membership dues for a non-member as an encouragement for them to join the Freed-Hardeman University Associates.

G. **Honorary Membership (Life)**
The Executive Committee may confer, by unanimous vote, Honorary membership on any woman who has rendered outstand and distinguished service to Christian education.

Section 2. Termination of Membership
The regular membership shall terminate automatically when contributions are delinquent for the period of one year.

ARTICLE IV: POLICIES

The organization should at all times be free of any political, partisan, commercial, or special interests. The purpose and objectives will be kept in mind in all its programs and activities.

ARTICLE V: CONTRIBUTIONS

Section 1. Fiscal Year
The fiscal year shall be from June 1 of one year through May 31 of the following year.

Section 2. Annual Dues
The contribution for annual membership shall be twenty dollars ($20.00). All dues (annual, silver, patron, diamond, gold, and platinum) shall be paid to the local or national treasurer.

Section 3. Deadline
All monies received or postmarked after May 31 will be credited to the next fiscal year.

ARTICLE VI: OFFICERS

Section 1. Elective Offices

The elective officers of the Freed-Hardeman University Associates will be as follows:

President
Vice President
Secretary
Treasurer

Section 2. The Board of Directors

The board of Directors will consist of the national officers, the chairman of each national standing committee and all local chapter officers. The preceding national president and national executive secretary shall be ex-officio members of the board.

Section 3. The Executive Committee

The Executive Committee shall consist of the elected national officers, the preceding national president, the executive secretary, and the national projects committee chairman.

Section 4. Election of Officers

The officers shall be elected to their respective offices by vote of the majority of those present and voting at the election during the business session of the National Associates' spring meeting.

Section 5. Office Vacancy

A vacancy occurring in any elective office shall be filled by the Executive Committee for the unexpired term.

Section 6. Term of Office

The term of office shall be one year. No officer shall serve more than two consecutive terms in the same office. The officers shall be elected and installed at the business meeting after the Freed-Hardeman University Associates' appreciation luncheon each spring.

Section 7. End of Term Duties

Each officer and chairman shall, at the expiration of her term of office, turn over to her successor all books and such other property pertaining to the office. The treasurer shall submit a written report of the year's work at the National associates' spring meeting, which is the last meeting of the fiscal year.

Section 8. Executive Secretary

Freed-Hardeman University shall provide an executive secretary to keep a membership file and send out necessary correspondence and publications, including the national newsletter.

Section 9. Officers of Local Chapters

Local chapters shall have such officers as deemed necessary in that chapter.

ARTICLE VII: DUTIES

Section 1. Board of Directors

The Board of Directors shall facilitate the regular business of the national organization at the national meetings.

Section 2. Executive Committee

The Executive Committee is empowered to make decisions for the Board of Directors upon urgent matters which occur between national meetings.

Section 3. President

The president shall preside at all meetings of the organization and serve as chairman of the board of directors. She shall be an ex-officio member of all committees except the nominating committee and she shall be empowered to call special meetings of the membership when she deems it advisable to do so. She shall appoint the chairman of each standing committee and shall perform all other duties pertaining to the office.

Section 4. Vice President

In the absence of the president, the vice president shall preside and perform such other duties as hereinafter assigned to her. She shall be chairman of the program committee. She shall also be in charge of devotionals for the meetings.

Section 5. Secretary

The secretary shall record the minutes of the regular and special meetings, shall have a record of standing rules and committee appointments, and shall read said minutes at all national meetings. She shall conduct any correspondence of the organization as ordered by the president. She shall preserve all copies of letters received and sent and shall preserve minutes of all meetings.

Section 6. Treasurer

The treasurer shall be custodian of the funds from the fund raising activities of the organization on behalf of Freed-Hardeman University. She shall give a written report to the Board of Directors at each national meeting and at the end of the fiscal year.

ARTICLE VIII: NATIONAL STANDING COMMITTEES
(Committee chairmen appointed each year by the National Associates' president)

Section 1. Membership Committee

The membership committee shall be responsible for the recruitment program for members. The chairman shall report to the executive secretary all new chapters and names and addresses of members. Local chapters shall send names with addresses of all new members to the executive secretary as soon as possible.

Section 2. Projects Committee

The projects committee shall be responsible for securing ideas for new projects and keeping members informed concerning all new national projects. All projects shall be subject to approval at a national meeting. The president shall appoint a chairman for each special undertaking such as Homecoming, Lectureship, etc.

Section 3. Publicity/Historian/Scrapbook Committee

The publicity/historian/scrapbook committee shall be in charge of all outside publicity and shall keep a scrapbook of newspaper clippings and photographs covering the activities of the organization and other activities of pertinent interest.

Section 4. Finance/Budget committee

The finance/budget committee shall be made up of the executive committee and others as may be deemed necessary. They shall prepare a proposal for the university president's review at the beginning of the fiscal year. This will be given to him by the National Associates' president. The proposal shall be subject to the approval of the National Associates at the fall business meeting.

Section 5. Hardeman House Committee

The Hardeman house committee shall be made up of a chair person and other ladies working with the executive secretary who will be responsible for overseeing all activities at the Hardeman House such as receptions, etc.

ARTICLE IX: MEETINGS

Section 1. National Meetings

The Freed-Hardeman University Associates shall meet at a time and place designated by the president. At the fall meeting the president shall appoint a nominating committee. The slate of officers for the following year will be presented by the nominating committee at the annual meeting of the National Associates during the Freed-Hardeman University lectureship. The election and installation of officers shall be held at the business meeting after the Freed-Hardeman University Associates' appreciation luncheon in the spring.

Section 2. Associated Women for Christian Education National Conference

Those attending the national conference of the AWCE from the Freed-Hardeman University Associates are responsible for their travel expenses with the exception of the Executive committee members (the national president, national vice president, national secretary, national treasurer, national executive secretary, national projects committee chairman, and immediate past national president) whose expenses shall be covered by the national budget. The conference registration fee shall be paid by each member attending.

ARTICLE X: REPORTS

The president shall arrange for an annual financial report to be published in the first national newsletter of the year.

ARTICLE XI: AMENDMENTS

When amendments need to be made to the Constitution and By-laws, the executive committee is empowered to recommend necessary revisions to the board at the next scheduled national board meeting unless urgent revisions need to be made between national meetings. All amendments to the constitution and By-laws are subject to the final approval of the President of the University.

ARTICLE XII: DISSOLUTION

In the event of any future dissolution of the Freed-Hardeman University Associates, the Executive Board shall dispose of all the assets of the Associates to Freed-Hardeman University, an educational institution organized and operated under the laws of the State of Tennessee for educational purposes. Freed-Hardeman University is an organization exempt from income tax under sections 501(a) and 501(c)(3) of the Internal Revenue Code.

The copy of the CONSTITUTION & BY-LAWS includes revisions presented at the National Executive Associates' Business Meeting on July 30, 2010 and approved by the President of the University on August 23, 2010. These revisions are in ARTICLE IX, Section 2; ARTICLE XI; and the addition of ARTICLE XII.

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National President, Freed-Hardeman Associates

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National Secretary, Freed-Hardeman Associates

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President, Freed-Hardeman University