

**FACULTY SENATE**

**SOUTHEAST MISSOURI STATE UNIVERSITY**

**FACULTY SENATE RESOLUTION 21-X**

Approved by the Faculty Senate  
XXXXXX

**BRIEF SUMMARY:** This resolution updates the existing language of the *Faculty Handbook* section on *Johnson Faculty Center Bylaws*. (Chapter 8, Section C.1)

**REVISING JOHNSON FACULTY CENTER BYLAWS**

**BE IT RESOLVED:** Subject to the passage and approval of this resolution, the *Johnson Faculty Center – Bylaws* section of the *Faculty Handbook* will be amended in the following manner:

**Johnson Faculty Center - Bylaws**

**C. Johnson Faculty Centre**

The Johnson Faculty Center located at 530 N. Pacific St. is an American Foursquare home built in 1908. Prior to 1961, it was owned by Dr. B.F. Johnson, Chairperson of the Mathematics Department at the then Third District State Normal School. Dr. Johnson worked in the Department from its start in 1897 as the lone professor until his retirement in 1940. In 1961, the home was sold by his daughter, Mary Johnson Tweedy, to Southeast Missouri State College for the sum of \$26,000 on the conditions that it was to be used as a faculty house for events and lodging and be named in her father's honor. The Architecture Company renovated the building for an estimated \$122,000. It became the Johnson Faculty Center in 1988 after first being the Center for Regional History and then the University of Missouri Extension Division. The building has subsequently been used for campus events, housing of university guests and speakers, retirement parties, International student events, and for Historic Preservation Association club events and meetings.

**~~1. Bylaws~~**

**~~Articles I – Members~~**

**~~A. All persons in the following categories are eligible for regular membership:~~**

**~~1. All continuing full-time members of the faculty, staff, and~~**

~~administration of Southeast Missouri State University.~~

~~2. All emeritus and retired members of the faculty, staff, and~~

~~administration of the University.~~

~~3. All present and former members of the Board of Regents of the University.~~

**~~B. All persons in the following categories are eligible for associate membership:~~**

~~1. All persons on temporary faculty appointment employed at the University.~~

~~2. All part-time and temporary staff with three months' employment with the University.~~

~~3. Surviving spouses of any individual who, if living, would be eligible for regular membership.~~

~~4. All members of the Copper Dome Society at the advocate or above level, including the President's Council.~~

~~5. Any person who has, in the unanimous judgment of the Johnson Faculty Centre Governing Committee, made a significant contribution to the University may in writing petition the committee for membership.~~

**~~C. Membership Requirements:~~**

~~All persons in the above-designated membership categories shall upon payment of membership fees be entitled to all of the rights and privileges of their respective membership classification.~~

**~~D. Fees, Dues, and Assessments:~~**

~~Individuals in the various classes of membership shall pay such membership fees and assessments as from time to time shall be determined by the Johnson Faculty Centre Governing Committee, hereafter known as the Governing Committee, as approved by the membership at the annual meeting.~~

**~~E. Suspension and Termination of Memberships:~~**

~~1. The Governing Committee shall have full power by a majority vote to suspend or expel any member for cause, provided that fifteen (15) days' notice shall have been given to such member of the charges against the member and that the member shall have had an opportunity to be heard by the Governing Committee.~~

~~2. Membership in all classes may be terminated by resignation. Such resignation shall be submitted in writing to the secretary and shall not be effective until all of the member's indebtedness to the Centre shall~~

1 ~~have been discharged.~~

2 ~~3. Persons who resign at times other than the end of the fiscal year shall~~  
3 ~~be responsible for dues for the entire year.~~

4 ~~4. All full-time members of the faculty, staff, or administration of the~~  
5 ~~University who have been members of the Centre may elect to retain~~  
6 ~~their membership after they leave the University. They shall be~~  
7 ~~eligible for continued membership if they are in good standing and~~  
8 ~~indicate in writing their intention to retain their membership.~~

10  
11 **Article II - Governing Committee**

12 **A. General Powers:**

13 1. The Governing Johnson Faculty Center Committee shall have full  
14 power to conduct, manage, and direct the operations of the Center~~re~~  
15 in accordance with the University's policies and under the auspices of  
16 the Board of Regents.

17 ~~2. The Governing Committee shall fix the amount of annual dues and~~  
18 ~~such other charges as it considers necessary and may make all such~~  
19 ~~dues, assessments, and charges payable at such times and by such~~  
20 ~~methods of collection as approved by the membership at the annual~~  
21 ~~meeting.~~

22 **B. Composition of the Governing Johnson Faculty Center Committee:**

23 The Governing Johnson Faculty Center Committee shall consist of the Chair  
24 Elect of the Executive Committee of the Faculty Senate of Southeast Missouri  
25 State University and one representative from each of the colleges as  
26 recommended by the Membership Committee of the Faculty Senate and  
27 approved by the Senate. ~~and one staff representative chosen via election by staff~~  
28 ~~members. Only staff members in good standing may vote for the Centre~~  
29 ~~representative.~~

30 **C. Vacancies:**

31 Should a vacancy occur on the Governing Johnson Faculty Center Committee,  
32 the appropriate procedure outlined in the Faculty Handbook shall be followed  
33 to fill the position.

34 **~~D. Organization Meeting:~~**

1 ~~Immediately after their selection in the fall semester, the Governing~~  
2 ~~Committee shall meet for the purpose of organization, election of their own~~  
3 ~~officers, and transaction of other business.~~

4 **E.D. Regular and Special Meetings:**

- 5 1. Meetings of the ~~Governing Johnson Faculty Center~~ Committee shall be  
6 held at least once each semester on such dates as the ~~Governing~~  
7 ~~Chairperson of the~~ Committee may determine.  
8 2. Special meetings of the ~~Governing Johnson Faculty Center~~ Committee  
9 may be held whenever called by the Chairperson ~~of the Committee. of~~  
10 ~~the Centre or by not less than a majority of the members of the~~  
11 ~~Governing Committee in office.~~

12 **F. Notice of Meetings:**

13 ~~Written notice of the annual meeting and of each regular meeting of the~~  
14 ~~Governing Committee, stating the day, hour, and place, shall be given by the~~  
15 ~~secretary to each member of the Governing Committee at least five (5) days~~  
16 ~~before such annual or regular meeting. Written notice of each special meeting,~~  
17 ~~stating the day, hour, and place, and the general nature of the business to be~~  
18 ~~transacted thereat, shall be given by the secretary to each member of the~~  
19 ~~Governing Committee at least one day before such special meetings.~~

20 **G. Quorum:**

21 ~~The presence of not less than half of the number of members of the~~  
22 ~~Governing Committee shall be necessary to constitute a quorum for the~~  
23 ~~transaction of business.~~

24 **H. Remuneration:**

25 ~~Members of the Governing Committee shall receive no remuneration for~~  
26 ~~their services. In the discretion of the Governing Committee in each case,~~  
27 ~~members of the Governing Committee may be reimbursed for reasonable~~  
28 ~~expenses incurred in connection with their activities as such.~~

29 **Article III – Meetings of Members**

30 **A. Place of Meetings:**

31 ~~A. Meetings of the members of the Centre shall be held in the Johnson~~  
32 ~~Faculty Centre.~~

33 **A. — Annual Meeting:**

1 ~~A. An annual meeting of the members of the Centre shall be held in October~~  
2 ~~of each year for the transaction of any such business as may properly be~~  
3 ~~brought before the meeting. If the annual meeting shall not have been~~  
4 ~~called and held within one month after the designated time, any regular~~  
5 ~~member may call such a meeting.~~

6 ~~**A. Special Meetings:**~~

7 ~~A. Special meetings of the members of the Centre may be called by the~~  
8 ~~Chairperson or by the Governing Committee.~~

9 ~~**B. Notice of Meetings:**~~

10 ~~Written notice of every meeting of the members of the Centre shall be given~~  
11 ~~by the secretary by mail to each member at least ten (10) days prior to the day~~  
12 ~~fixed for the meeting. Such notice shall specify the day, hour, and place of the~~  
13 ~~meeting, and shall, in case of a special meeting, specify the general nature of the~~  
14 ~~business to be transacted.~~

15 ~~**C. Quorum of Members:**~~

16 ~~The presence in person of not less than a majority of the Governing~~  
17 ~~Committee and regular members in attendance who are in good standing shall~~  
18 ~~be necessary to constitute a quorum for the transaction of business.~~

19 ~~**D. Organization of Meetings:**~~

20 ~~At every meeting of the members, the Chairperson or, in their absence, the~~  
21 ~~Vice Chairperson or, in the absence of both the Chairperson and the Vice~~  
22 ~~Chairperson, a chairperson chosen by vote of the majority of the members~~  
23 ~~present entitled to vote shall act as chairperson; and the secretary or, in their~~  
24 ~~absence, a person appointed by the chairperson shall act as secretary.~~

25 ~~**E. Members' Voting Rights:**~~

26 ~~Only regular members of the Centre shall have the right to vote on Centre~~  
27 ~~matters. Each such member shall be entitled to one vote, and all voting shall be~~  
28 ~~in person. Proxy voting shall not be allowed.~~

29 ~~**Article IV – Committees**~~

30 ~~**A. Powers and Duties:**~~

31 ~~All committees shall have such powers and duties as the Governing~~  
32 ~~Committee or, where a committee is appointed by the Chairperson, the~~  
33 ~~Chairperson shall determine and shall exercise their powers subject to the~~

~~direction and control of the Governing Committee.~~

**~~B. House Committee:~~**

~~The Chairperson of the House Committee, who must be a member of the Governing Committee, shall be selected by the Governing Committee. The chairperson is free to select three members of the Centre as members of his/her committee. The committee shall make recommendations for keeping Centre property in good order, condition and repair. It shall receive and review complaints from members and redress grievances. The responsibilities and authority of the committee may be delegated by management agreement (as approved by the Governing Committee) subject to recall by the House Committee with the approval of the Governing Committee.~~

**~~C. Program Committee:~~**

~~The Program Committee shall consist of the Governing Committee who may appoint committees for event planning.~~

**~~D. Other Committees:~~**

~~The Governing Committee or the Chairperson, subject to the control of the Governing Committee, may appoint other committees to perform such duties as the Governing Committee by resolution or the Chairperson, respectively, shall determine. Each such committee shall consist of at least three (3) regular members of the Centre.~~

**~~E. Appointment of Members of Committees:~~**

~~The members of each committee, except as otherwise noted, shall be elected by the Governing Committee, or where the Chairperson establishes the committee, shall be appointed by the Chairperson.~~

**~~F. Financial Restriction:~~**

~~No committee shall expend or make a contract for expending any sum of money without the previous authority of the Governing Committee.~~

**Article V – Officers and Agents**

**~~A. Number and Qualifications:~~**

~~The officers of the Centre shall include a chairperson, a vice chairperson, a secretary, and such other officers as the Governing Committee may from time~~

1 ~~to time appoint. No officer may hold two or more offices. Only members of the~~  
2 ~~Governing Committee shall be eligible for election as an officer.~~

3 **~~B. Election and Term of Office:~~**

4 ~~The officers of the Centre shall be elected by majority vote of the members of~~  
5 ~~the Governing Committee at its organizational meeting. Each officer shall hold~~  
6 ~~office for a term of one year and until their successor shall have been duly~~  
7 ~~elected.~~

8 **~~C. The Chairperson:~~**

9 ~~The Vice Chairperson of the Faculty Senate shall serve as Chairperson of the~~  
10 ~~Centre and shall have general supervision over the operations and affairs of the~~  
11 ~~Centre, subject to the control of the Governing Committee. The Chairperson~~  
12 ~~shall preside over all meetings of the Governing Committee. They shall sign,~~  
13 ~~execute, and acknowledge, in the name of the Centre, instruments authorized~~  
14 ~~by the Governing Committee, except in cases where the signing and execution~~  
15 ~~thereof shall be expressly delegated by the Governing Committee to some other~~  
16 ~~officer or agent of the Centre, shall have the power to appoint committees as set~~  
17 ~~forth in Section 4.E. of Article IV of these bylaws, and in general shall perform~~  
18 ~~all duties incident to the office of Chairperson and such other duties as from~~  
19 ~~time to time may be assigned by the Governing Committee.~~

20 **~~D. The Vice Chairperson:~~**

21 ~~In the absence or disability of the Chairperson, the Vice Chairperson may~~  
22 ~~perform all of the duties of the Chairperson, and when so acting, shall have all~~  
23 ~~the powers of and be subject to all the restrictions upon the Chairperson. The~~  
24 ~~Vice Chairperson shall serve as the ex officio member of all Centre committees~~  
25 ~~and shall perform such other duties as may from time to time be assigned by~~  
26 ~~the Governing Committee or by the Chairperson.~~

27 **~~E. The Secretary:~~**

28 ~~The Secretary shall record all votes of the regular members of the Centre~~  
29 ~~and of the Governing Committee and shall record the minutes of the meetings~~  
30 ~~of the members of the Centre and of the Governing Committee in a book or~~  
31 ~~books to be kept for that purpose. The Secretary shall see that notices are given~~  
32 ~~and records and reports properly kept and filed by the Centre as required by~~  
33 ~~law and shall perform such other duties as may from time to time be assigned~~

1 ~~by the Governing Committee or the Chairperson. The Secretary shall serve as~~  
2 ~~the Vice Chairperson Elect.~~

3 ~~**F. Additional Officers and Agents:**~~

4 ~~Additional officers and agents may be appointed by the Governing~~  
5 ~~Committee and shall have such authority and perform such duties as the~~  
6 ~~Governing Committee may from time to time determine.~~

7 ~~**G. Removal of Officers:**~~

8 ~~Any officer of the Centre may be removed by the Governing Committee~~  
9 ~~whenever it shall find that sufficient cause for such removal exists. Before any~~  
10 ~~such action is taken, at least five (5) days' notice shall be given in writing by~~  
11 ~~mail to the officer whose removal is proposed, setting forth the grounds of such~~  
12 ~~proposed removal, giving notice of the meeting at which it is proposed to act on~~  
13 ~~such removal, and affording an opportunity to the officer to be heard prior to~~  
14 ~~action being taken to effect such removal.~~

15 ~~**Article VI – Miscellaneous**~~

16 ~~**A. Financial Affairs:**~~

17 ~~Income generated through the collection of fees, assessments, and special~~  
18 ~~functions (other than fees for the use of the guest suites) will be credited to the~~  
19 ~~Faculty Centre and used as a portion of the money available to support the~~  
20 ~~annual budget. The Centre will adhere to the standard University budgeting~~  
21 ~~process and submit an annual budget request. All new personnel expenditures~~  
22 ~~and any operations/student labor/or equipment requests which cannot be~~  
23 ~~funded by the Centre income must be requested in the University budgeting~~  
24 ~~process.~~

25 ~~Income received from the rental of guest suites will be billed by the~~  
26 ~~University and deposited to a designated fund which will be used to cover~~  
27 ~~expenses appropriately charged to the guest suites.~~

28 ~~**B. Limitations:**~~

29 ~~No part of the net earnings of the Centre shall inure to the benefit of any~~  
30 ~~member or individual.~~

31 ~~**Article VII – Amendments**~~



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1 ~~Any or all of the provisions of these bylaws may be amended, altered, or~~  
2 ~~repealed by majority vote of the regular members in attendance at the annual meeting~~  
3 ~~of the Centre in October of each year.~~

4 **Article II - Miscellaneous**

5 **A. Financial Affairs**

6 Income generated through rent from the guest suites will be credited to the  
7 Faculty Center and used as a portion of the money available to support its  
8 annual budget. The Center will adhere to the standard University budgeting  
9 process and submit an annual budget request.

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<u>Action</u>	<u>Date</u>
Introduced to Senate	4/14/21
Faculty Senate Vote	
Posted to Faculty Handbook	

12