

Regents Advisory Committee for Disability Service Providers (DSP)

University System for the State of Georgia

Bylaws

BYLAWS OF THE REGENTS ADVISORY COMMITTEE OF DISABILITY SERVICE PROVIDERS IN THE STATE OF GEORGIA

ARTICLE I - NAME, PURPOSE

Section 1: The name of the organization shall be RACDSP (Regents Advisory Committee of Disability Service Providers.)

Section 2: The RACDSP is organized exclusively for communication, collaboration and educational purposes, more specifically to share common issues with the system office staff.

ARTICLE II - MEMBERSHIP

Section 1: Membership shall consist only of the members of the DSP's in the State of Georgia.

ARTICLE III - ANNUAL MEETING

Section 1: Annual Meeting. The date of the regular annual meeting shall be set by the Co-Chairs who shall also set the time and place.

Section 2: Special Meetings. Special meetings may be called by the Co-Chairs.

Section 3: Notice. Notice of each meeting shall be given to each voting member, by email, not less than ten days before the meeting.

ARTICLE IV - MEMBERS

Section 1: The Committee shall have up to 35 members (or more) and not fewer than 10 members. The members receive no compensation.

Section 2: Meetings. The members shall meet at least once a year, at an agreed upon time and place.

Section 3: Elections. Election of new chairpersons will occur as the first item of business at the annual meeting of the corporation. Chairs will be elected by a majority vote of the current members.

Section 4: Terms. All officers shall serve 1 year terms, but are eligible for re-election.

Section 5: Quorum. A quorum must be attended by at least two-thirds of the members before business can be transacted or motions made or passed.

Section 6: Notice. An official meeting requires that each member have written notice two weeks in advance.

Section 7. Officers and Duties. There shall be 2-3 officers of the consisting of a Chair (1 or 2) and a secretary. Their duties are as follows:

The Chair(s) shall convene regularly scheduled meetings, shall preside or arrange for other members of the committee to preside at each.

The Secretary shall be responsible for keeping records of actions, including overseeing the taking of minutes at all meetings, sending out meeting announcements, distributing copies of minutes and the agenda to each member, and assuring that corporate records are maintained.

Section 8: Vacancies. When a vacancy on the Committee occurs, nominations for new members may be received from present members by the Secretary two weeks in advance of a meeting. These nominations shall be sent out to members with the regular meeting announcement, to be voted upon at the next meeting. These vacancies will be filled only to the end of the particular member's term.

Section 9: Resignation, Termination and Absences. Resignation from the Committee must be in writing and received by the Secretary.

Section 10: Special Meetings. Special meetings of the Members shall be called upon the request of the Chair(s) or one-third of the members. Notices of special meetings shall be sent out by the Secretary to each Member postmarked two weeks in advance.

ARTICLE V - COMMITTEES

Section 1: The members may create committees as needed, such as legal, policy, etc. The Chair appoints all committee chairs.

Section 2: The three officers serve as the members of the Executive Committee. Except for the power to amend the Articles of Incorporation and Bylaws, the Executive Committee shall have all of the powers and authority of the Members in the intervals between meetings of the Members, subject to the direction and control of the Members.

ARTICLE VI - AMENDMENTS

Section 1: These Bylaws may be amended when necessary by a two-thirds majority of the Members. Proposed amendments must be submitted to the Secretary to be sent out with regular Members announcements.

These Bylaws were approved at a meeting of the members of RACDSP on 8/1/08.