



Massachusetts Association of Colleges of Nursing Bylaws

Revised: December, 2004

ARTICLE I

NAME

The name of this Organization shall be the Massachusetts Association of Colleges of Nursing (MACN). The organization is the voice for baccalaureate and higher degree nursing programs in the Commonwealth.

ARTICLE II

MISSION

The mission of the Massachusetts Association of Colleges of Nursing is to provide leadership and advocacy on matters pertaining to professional nursing education and practice in the Commonwealth of Massachusetts.

GOALS

1. To influence public and institutional policy affecting nursing education and practice by serving as the voice for nursing educational institutions in the Commonwealth.
2. To promote the identification, discussion and development of solutions for issues confronting nursing education and practice.
3. To increase public awareness, understanding and knowledge of baccalaureate and graduate programs in nursing
4. To provide a collegial forum for chief academic officers in baccalaureate and graduate nursing education.
5. To collaborate with other nursing organizations to achieve the stated mission of MACN.

ARTICLE III

MEMBERSHIP

Section 1: Institutions eligible for membership are baccalaureate and graduate programs in nursing in the Commonwealth of Massachusetts. Members must pay annual dues for full membership. These programs are represented by the professional nurse who is the chief academic officer.

Section 2: The chief academic officer (dean, director, or chairperson) of a program in good standing shall have voting privileges.

Section 3: In the event that the designated representative of the member program of the Association is unable to attend the meeting, an alternative may be designated who shall have voting privileges.

ARTICLE IV

FISCAL AFFAIRS

Section 1: The fiscal year of the Association shall be from July 1st to June 30th.

Section 2: Annual dues shall be determined by the voting membership at the first meeting of the calendar year for the subsequent fiscal year. Bills for dues shall be issued in August and are payable in full by October 1st of each year in order to maintain good standing.

Section 3: Payment of expenditures is the responsibility of the Treasurer on written authorization of the Chairperson, or Vice Chairperson in the absence of the Chairperson.

ARTICLE V

OFFICERS

Section 1: The officers of the Association shall be Chairperson, Vice Chairperson, Secretary, and Treasurer. All voting members are eligible to hold office.

Section 2: The Chairperson and the Secretary shall be elected by the membership in the odd years; the Vice Chairperson and the Treasurer shall be elected in the even years. All officers shall be elected by mail ballot, results to be announced at the spring meeting, and their term of office shall begin at the close of the meeting at which they are declared elected. Tenures in office will be for two (2) years, or until a successor is elected.

Section 3: No member shall hold more than one office at any one time and no officer will be eligible for more than two (2) consecutive terms in the same office.

Section 4: The officers of the Association shall perform the duties prescribed for them in the parliamentary authority adopted by this Association.

Chairperson: The Chairperson shall determine the agenda for and preside at all meetings of the Association. The Chairperson shall perform such other duties and have such authority as may be assigned by the Association.

Vice Chairperson: The Vice Chairperson at the request of the Chairperson or in the Chairperson's absence shall perform all of the duties of the Chairperson, and when so acting, shall have all the powers and be subject to all restrictions upon the Chairperson. The Vice Chairperson shall also serve as Chair of the Legislative Committee for the Association.

Secretary: The Secretary shall keep the minutes of the Association and shall see that all notices are duly given in accordance with the provision of these Bylaws. The Secretary shall circulate the minutes and other pertinent reports along with the agenda for the next Association meeting prior to the next scheduled meeting. The Secretary will serve as archivist.

Treasurer: The Treasurer shall have supervision over the funds, receipts, disbursements, and securities of the Association and shall keep an accurate account of all income, receipts, donations, grants, and all expenditures. The Treasurer will make a financial report at each Association meeting.

ARTICLE VI

EXECUTIVE COMMITTEE

Section 1: The officers of this association shall constitute the Executive Committee.

Section 2: The Executive Committee shall have authority over the affairs of the Association during the interim between the meetings of the Association except that of modifying any action taken by the membership.

Section 3: Meetings of the Executive Committee may be called by the Chairperson.

Section 4: The Executive Committee is authorized to adopt rules for the transaction of business, provided they do not conflict with these Bylaws. A majority of the members of the Executive Committee shall constitute a quorum at meetings thereof.

ARTICLE VII

COMMITTEES

Section 1: The three Standing Committees of the Association shall be the Bylaws Committee, the Nominations and Awards Committee and the Legislative Committee. The Bylaws and Nominations and Awards Committees shall select their chairperson from their members and shall provide a written report of committee accomplishments at the spring meeting of the Association.

Section 2: A Bylaws Committee consisting of three (3) members shall be appointed by the Chairperson and shall suggest and receive proposed amendments to the Bylaws.

Section 3: A Nominations and Awards Committee consisting of three (3) members shall be elected annually by the membership at the spring meeting. The slate for election of the Committee as well as the slate for the election of officers according to Article V, Section 2, shall be prepared by the Committee and made available to membership three (3) weeks prior to the spring meeting.

Section 4: A Legislative Committee consisting of three (3) members minimum shall be elected annually at the spring meeting. The Chair of the Committee is the Vice Chair of the Association.

Section 5. Special committees or ad hoc task forces may be appointed by the Chairperson as necessary to accomplish the mission and goals of the Association.

Section 6: Individual members shall serve at the discretion of the Chairperson as liaison or representative of the Association to other nursing groups as necessary to accomplish the purposes and objectives of the Association.

ARTICLE VIII

MEETINGS

Section 1: There will be at least two (2) business meetings of this Association each year (fall and spring), the dates of which will be determined by the Executive Committee.

Section 2: Special meetings may be called at any time by the Executive Committee, or upon the request of one fourth (1/4) of the membership.

Section 3: A quorum is constituted at any meeting of the Association by the presence of a majority of the voting members.

Section 4: Guests may be invited to attend either business or special meetings as determined by the Executive Committee.

ARTICLE IX

PARLIAMENTARY AUTHORITY

The rules contained in "Robert's Rules of Order Revised" shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

ARTICLE X

AMENDMENTS TO BYLAWS

The Bylaws may be amended at any regular meeting of the Association by a two-thirds (2/3) vote of the members present and voting. Amendments to the Bylaws shall be circulated two (2) weeks prior to the meeting.