

# **CONSTITUTION OF THE TENNESSEE COLLEGIATE HONORS COUNCIL (TCHC)**

## **Article I. NAME**

This organization shall be known as the Tennessee Collegiate Honors Council, afterwards referred to as TCHC.

## **Article II. LEGAL STATUS**

The Tennessee Collegiate Honors Council (TCHC) is a public benefit organization. It is structured and organized exclusively for charitable, education, and scientific purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or any corresponding section of any future federal tax code.

Within the limitations, guidelines, and restrictions of the Current Section 501(c)(3) of the Internal Revenue Code. TCHC shall have all the powers and authority permitted by applicable federal and state nonprofit corporations acts. It is operated exclusively for charitable, educational, cultural, and civic purposes, and it may general receive and administer gifts of property for charitable, educational scientific, cultural, literary, and civil purposes as before provided and within the meaning of section 501(c)(3) of the Internal Revenue Cole.

## **Article III. MISSION**

The mission of TCHC shall be:

To provide a forum for sharing information about and improving the quality and quantity of honors programs and colleges within the state; to provide students with greater opportunities for intercollegiate honors program activities such as panel participation, poster presentations, and civic participation; to collaborate with the regional and national organizations (especially the NCHC and the SCHC) with similar goals; to encourage articulation and collaborative programming between honors programs at associate and baccalaureate institutions; and to increase public and private awareness of and fiscal commitment to honors programs and projects.

## **Article IV. MEMBERSHIP AND FEES**

### **Section 1**

Membership shall be open to Tennessee institutions of higher learning with honors programs or colleges who pay the yearly institutional membership fee. These institutions may be either institutions that award baccalaureate degrees or colleges that chiefly issue two-year associate degrees. A representative from each institution shall have

voting rights at the Annual Business Meeting held at the Annual Conference. The Board may waive institutional fees for Tennessee colleges and universities that are seeking to establish honors programs within two years.

#### Section 2

With a view toward anticipated expenses connected to the Annual Conference and other projects, the TCHC officers may establish institutional fees for member institutions. These may vary between two-year and four-year institutions and may further be credited toward yearly meeting fees.

### **Article V. EXECUTIVE BOARD**

#### Section 1

The Executive Board shall consist of the President, Immediate Past President, President-Elect, Secretary, Treasurer, and up to three other members assuring representation to all three main geographical regions (East, Middle, and West) of the state. The officers may also add one to three student representatives and (if otherwise unrepresented) up to three representatives from 2-year institutions who have applied or been nominated to serve.

#### Section 2

The Executive Board shall formulate policies and projects that fulfill the obligations and purposes of TCHC, especially between annual conferences.

### **Article V. OFFICERS AND THEIR DUTIES**

#### Section 1

The officers shall be a President (representing the institution that will host the next annual meeting), a President Elect (representing the institution that will host the second annual meeting), a Past Immediate President, a Secretary, and a Treasurer. Each officer shall be a member of the faculty or administration of any institutional member of TCHC, or an Honors staff member designated by such an individual to represent one of them. Officers shall be elected at the Annual Business Meeting of TCHC.

#### Section 2

The President-Elect becomes President at the conclusion of the annual business meeting and shall hold office for one year until a successor is installed; a president unable to hold the job will be replaced by the Council by a designee from the institution holding the next on-site meeting. The President shall preside at the meetings of the FCHC, appoint

committees, propose policies and projects that fulfill the obligations and purposes of the organization, preside over the meetings of the Executive Board, and serve as a liaison with other honors regional or state organizations.

The President-Elect shall succeed automatically to the office of President upon the election and installation of a new President-Elect. The President-Elect shall preside in the President's absence.

### Section 3

The Treasurer shall be elected for a term of at least three years. The Treasurer shall collect and manage all organizational funds, prepare and present an annual financial report, and maintain the Council's tax-exempt status.

### Section 4

The Secretary shall be elected for a renewable term of at least two years. The Secretary shall maintain and publish a current membership list including names and addresses of institutional representatives; shall take, maintain, and distribute minutes of the annual meeting; and shall take and maintain minutes of the Executive Board meetings and distribute to the Board members.

### Section 6

If selected, all current students or at-large honors faculty and staff shall serve one-year renewable terms.

### Section 7

Should a vacancy occur during a term of one or more of the officers, the Executive Board may appoint a replacement for the remainder of the term.

## **Article VII. MEETINGS AND ANNUAL CONFERENCE**

### Section 1

Absent exigent circumstances, such as severe inclement weather or epidemics, the TCHC shall sponsor an Annual Conference in February, with the president being responsible for on-site arrangements.

### Section 2

The President shall call an Annual Business Meeting, open to all members of the organization, which shall ordinarily coincide with the Annual Conference. The purpose

of the Annual Business Meeting shall be to act on motions dealing with organizational matters, to receive reports, and to elect officers.

### Section 3

The Executive Board shall meet at least twice each year, once in conjunction with the Annual Conference. The other meeting may be either virtual or in person.

### Section 4

Meetings of the Executive Board and the Annual Conference shall be governed by current Robert's Rules of Order unless they conflict with the TCHC Constitution. The president may appoint or consult a parliamentarian for these meetings.

### Section 5

A quorum of the Executive Board shall be five members. Twenty percent of the membership shall constitute a quorum for the transaction of business at any previously announced meeting.

## **Article VIII. AMENDMENTS**

Amendments to the Constitution may be proposed, in writing, to the Executive Board. On the recommendation of the Board, such amendments shall be distributed to the membership at least one month before the next business meeting and shall be placed on the agenda of that meeting for discussion and possible minor revisions. Acceptance or rejection of any amendment shall be determined by ballot of membership at the annual business meeting. Sixty percent of those present and voting shall be required to adopt a constitutional amendment.

## **Article VII: RATIFICATION**

This Constitution shall go into effect when ratified by a majority of the officers of the organization and by a majority of institutional representatives at the 2025 Annual Meeting.

Historical Note:

Patterned on the Constitution of the Florida Collegiate Honors Council, the Southern Regional Honors Council, and the Constitution of the National Collegiate Honors Council and ratified in 2025.

\*[Suggested policy for 2024-2025.] The fee for the 2024-2025 year for baccalaureate institutions shall be \$75 (credited toward yearly meeting registration fees) and \$50 for two-year degree institutions (also credited toward yearly meeting registration fees) and will be subsequently adjusted as necessary by the Board of the TCHC. The Board may waive institutional fees and/or meeting registration fees for schools that anticipate adding honors programs.

The fees for the 2025 annual meeting will be \$30 per honors directors, deans, or staff members and \$20 per student attendees, minus any institutional fees paid to the TCHC.