

**ARTICLES OF ORGANIZATION**

**NATIONAL ASSOCIATION OF UNIVERSITY FOREST  
RESOURCES PROGRAMS**

**ARTICLE I - Name**

**Section 1.** The name of the organization shall be National Association of University Forest Resources Programs (NAUFRP).

**ARTICLE II - Purpose**

**Section 1.** The purpose of the Association is to represent member institutions in advancing excellence in education, research, and outreach essential to healthy, productive, and sustainable forest ecosystems for the benefit of society domestically and internationally.

**Section 2.** The Association shall represent those institutions that maintain forest resources and related natural resource programs in American universities and colleges and shall represent the administrators of such institutions in their collective dealings with governmental entities, with forestry and natural resources organizations, with forest industry groups, with educational and scientific organizations, and with the public. The Association may include but is not limited to the following functions in pursuit of its purpose:

- A. To provide a forum for exchange of information and for discussion or debate among members on matters of common concern.
- B. To express the views of members on subjects or issues of national, regional, and international concern.
- C. To facilitate collaboration among its members with federal, state and local agencies, with forestry and natural resources organizations, with industry associations and representatives, with NGOs, and with others in planning, programming, financing, implementing, and performing forest and natural resource education, research, and service programs, including extension and international programs.
- D. To make provision for administration of the general purposes of the Association.
- E. To promote and foster forestry and natural resource education, research, and service activities.
- F. To provide an organizational focal point for representation of its members in appropriate educational and scientific organizations and activities not directly related to forestry and natural resources but that might influence forest and natural resource education, research, or service programs.

- G. To facilitate collaboration among its members with foreign institutions, agencies, and nations or subdivisions thereof, for the development and conduct of international programs in forest resources.

### **ARTICLE III-Organization**

**Section 1. Eligibility.** Membership in the Association shall be open to those institutions conducting an educational program leading to a professional degree in Forestry and/or Natural Resources and/or conducting research in Forestry and/or Natural Resources supported by McIntire-Stennis Cooperative Forestry Research capacity funds.

**Section 2. Voting.** The voting membership of the Association shall consist of the chief forestry or natural resources administrative officer from each of the dues paying institutions of the Association, or an alternate delegated by this person. Each member institution shall have a single vote.

The voting members of the Association comprise the legislative body (assembly) of the Association. Voting members are encouraged to participate in the Association's annual meetings normally held once each year. Interim business is handled by the Executive Committee and the regional committees.

**Section 3. Membership Year.** The membership year for all members is the calendar year, with dues payable on or before March 15. The Treasurer shall bill each institutional member in January of each year.

**Section 4. Membership Dues.** The annual dues for membership shall be set by the Assembly upon the recommendations of the Executive Committee.

**Section 5. Regional Committees.** The Association is further organized into four regional committees with boundaries as established by the U.S. Department of Agriculture for the conduct of its programs. The regional committees arrange for and conduct their own affairs; however, regional officers are not to represent the Association without specific authorization from the President.

The Regional Committees are composed of designated representatives from each of the member institutions within their region. Each regional committee elects a chair for a two-year period who also serves on the Executive Committee of the Association and who is the spokesperson for the Association at the regional level.

The regional chair appoints individuals within the region to serve on

functional subcommittees for education, research, extension, and international programs as needed.

The President appoints a national committee chair for each of the following functional areas: research, communication, access and engagement, policy, education, extension, 1890 Colleges and Universities, 1994 Land Grant Universities, and international programs with the advice of the Executive Committee. To provide continuity in the functional areas, the President-elect with the consent and advice of the Executive Committee, may appoint national chairs for his/her presidential term while he/she is President-elect.

## **ARTICLE IV – The Assembly**

**Section 1. Authority and Responsibilities.** The governing body of the Association shall be the Assembly. The Assembly shall supervise, direct, and control the affairs of the Association, its committees, and publications; shall determine its policies and changes therein; shall actively pursue its objectives; and shall supervise the Association's budget. The Assembly may adopt such rules for the conduct of its business as may be deemed advisable and may delegate certain of its authority and responsibility to the Executive Committee.

**Section 2. Composition.** The Assembly shall be composed of one voting representative from each member institution although all faculty and administration from member institutions are welcome to attend and participate in deliberations.

**Section 3. Quorum and Voting.** A majority of the dues paying members of the Assembly shall constitute a quorum for the conduct of business, and any business thus transacted shall be valid upon concurrence by a majority of those present. Voting rights may be exercised by proxy.

**Section 4. Officers.** The presiding officer of the Assembly shall be the President of the Association or, in his or her absence, the President-elect. The Secretary-Treasurer of the Assembly shall be the Secretary-Treasurer of the Association.

**Section 5. Committees.** The Committee structure shall be established by the Association and may be revised by it at any time. The members of each committee shall determine the internal organization and operation of each committee.

**Section 6. Meetings.** Meetings of the Association shall be as follows:

- A. The Assembly shall have an annual meeting that is typically held

at the time and place of the annual national convention of the Society of American Foresters.

- B. Special meetings of the Assembly may be called by resolution of the Executive Committee.
- C. The Secretary-Treasurer of the Association shall provide each member with written notice of the annual and any special meeting at least ten but not more than forty days before the date of the meeting.

## **ARTICLE V -Officers**

**Section 1. Elected Officers.** Any member may hold elective office in the Association and may be appointed to national and regional committees and subcommittees. The elected officers of the Association shall be the President, President-elect, Secretary-Treasurer, and regional chairs for each of the four regions. The national officers shall be elected to two-year terms by ballot at the annual meeting following a call for nominations at least 2 weeks before. The regional chairs shall be elected for like terms by ballot at the annual meeting or email of the representatives within the respective region and shall be eligible to succeed themselves.

The President-elect shall automatically succeed to the office of President upon completion of his or her term as President-elect or upon the vacancy of the office of President. In the event the President is temporarily or permanently unavailable, the Executive Committee may authorize the President-elect to perform the duties of the President during such period.

The immediate past president shall be an ex officio member of the executive committee and shall be drawn upon for advice and counsel.

Should a representative of a member institution which is not a state university or land-grant college be elected president, the responsibility of representing the Association in dealings with the Association of Public and Land Grant Universities (APLU) will be delegated to an officer from an institution belonging to APLU.

**Section 2. Nomination of Officers.** A nomination committee comprising the President, Past-President, President-Elect and the four regional chairs, shall provide at least one nominee for the office of President- Elect and Secretary-Treasurer two weeks before the annual meeting of the General Assembly. Additional nominations from member schools may be received via email at least two weeks before the General Assembly. The list of nominees for each national elective office shall be distributed to members at least one week before the annual meeting of the General Assembly. Following the selection of nominees, the Secretary-Treasurer shall conduct a ballot of the members at the General Assembly to elect the officers. A vacancy in the offices of President-elect or

Secretary-Treasurer shall be filled for the remainder of the term by appointment by the President with concurrence by the Executive Committee.

**Section 3. President.** The President as chief executive officer shall:

- A. Preside at all meetings of the Assembly and the Executive Committee and be responsible for the agenda.
- B. Provide general supervision of the affairs of the Association.
- C. Provide for enforcement of the Articles and Bylaws.
- D. Provide for implementation of the orders and resolutions of the Assembly and Executive Committee.
- E. Appoint the members of all Association Committees and Association representatives to other organizations unless otherwise provided in these Articles or by resolution of the Assembly or Executive Committee.
- F. Perform such other duties as are set forth in the Articles or as may be assigned by the Assembly or the Executive Committee.

**Section 4. President-Elect.** The President-elect shall:

- A. Preside at meetings in the absence of or when requested by the President.
- B. Perform such other duties as may be assigned by the President, the Executive Committee, or the Assembly.

**Section 5. Secretary-Treasurer.** The Secretary-Treasurer shall:

- A. Maintain a record of the proceedings of all meetings of the Assembly and the Executive Committee.
- B. Maintain an accurate record of all members of the Association and collect all dues.
- C. Retain all correspondence and other documents for a reasonable period of time.
- D. Maintain proper accounting procedures for the handling of the Association's funds.
- E. Maintain the funds of the Association in such financial institutions or investments as are approved by the Executive Committee.
- F. Disburse Association funds as required in the conduct of its affairs. Be bonded in an amount specified by the Executive Committee and at the expense of the Association.

## **ARTICLE VI - Executive Committee**

**Section 1. Authority and Responsibility.** The Executive Committee may act in place of the Assembly between meetings of the Assembly, except on those matters specifically reserved to the Assembly by these Articles. The Executive Committee shall serve as the administrative body of the Association with power to call on any member for assistance as required.

**Section 2. Composition.** The Executive Committee shall consist of the following voting members: the President, the President-elect, the Secretary-Treasurer, the chairs of each of the four regional committees, and the chairs of the research, communication, access and engagement, policy, education, extension, 1890 Colleges and Universities, 1994 Land Grant Universities, and international programs committees, and up to three Members at Large appointed by the President. The voting rights of a member of the Executive Committee shall not be delegated to another nor exercised by proxy. The immediate past president shall be an ex-officio member of the Executive Committee and shall be drawn upon for advice and counsel.

**Section 3. Meetings.** There shall be at least two meetings of the Executive Committee prior to the annual meeting of the Assembly typically in March in Washington, DC and the day prior to the annual assembly. Other meetings may be called by the President as presiding officer or upon request by any three committee members.

## **ARTICLE VII - Miscellaneous Provisions**

**Section 1. Financial Control.** The Secretary-Treasurer shall disburse funds as authorized by the Assembly and/or the Executive Committee. No Association funds shall be commingled with the funds of any person or other organization.

**Section 2. Dissolution Procedures.** All dues paid to the Association become the property of the Association. In the event of dissolution of the Association, all assets of the Association shall be transferred to a charitable or educational organization qualified under section 501(c)(3) of the Internal Revenue Code of 1954 or under the provisions of any subsequent federal income tax laws.

**Section 3. Standing Committees.** The standing committees of the Association are the Executive Committee, Education Committee, Communication Committee, Research Committee, Policy Committee, Extension Committee, Access and Engagement Committee, and International Programs Committee, and the four regional committees. Other committees may be established by the Assembly. No committee shall declare or change any policy of the Association without the prior approval of the Assembly or the Executive Committee. Each committee shall submit any recommendations for Association action to the Executive Committee at least two weeks before the annual Assembly meeting.

**Section 4. Parliamentary Authority.** The rules contained in the latest edition of Roberts' Rules of Order shall govern the organization and its activities in all

cases to which they are applicable and not inconsistent with the provisions of the Articles.

**Section 5. Prohibited Activities.** Notwithstanding any other provision of these Articles the Association will not carry on any other activities not permitted to be carried on by (a) a corporation exempt from Federal income tax under sections 501 (c) (3) of the Internal Revenue Code of 1954 or the corresponding provision of any future United States Internal Revenue law or (b) a corporation contribution to which arc deductible under section 170 (c) (2) of the Internal Revenue Code of 1954 or any other corresponding provision of any future United States Internal Revenue law.

**Section 6. Purpose of Organization.** The Association is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501 (c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

## **ARTICLE VIII - Amendments**

**Section 1. Request for Amendment.** Proposed amendments to these Articles shall be submitted to the Secretary-Treasurer at least thirty days before the Assembly meeting at which the amendment is to be considered. The Secretary-Treasurer shall distribute copies of the proposed amendment to all Assembly members at least twenty but not more than forty days before the Assembly meeting.

**Section 2. Consideration of an Amendment.** Any duly proposed amendment to these Articles shall be considered by the Assembly if a quorum is present. The amendment shall be adopted if approved by at least two-thirds of the Assembly members present and shall become effective upon approval unless otherwise provided by its terms. If a quorum is not present, the proposed amendment will be submitted to the active membership by email ballot. Two-thirds of the email ballots returned must favor the amendment for approval.

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Dennis Becker  
President

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Robert C. Burns  
Secretary-Treasurer

Amended September 17, ----