



By-Laws

Article I. Name and Acronym

The name of this association shall be the Tennessee Academic Advising Network. The official acronym of this association shall be “TAAN”

Article II. Purpose and Goals

Purpose: The Tennessee Academic Advising Network was created as a professional forum for sharing best practices and knowledge exchange related to academic advising for the Community Colleges and Applied Technical Colleges powering Tennessee. TAAN will promote and enhance the academic advising profession in Tennessee by:

Encouraging the professional development of academic advisors;

Moving beyond a transactional model for advising, through professional development, into a relational advising model to establish a genuine interpersonal relationship;

Providing Networking opportunities;

Recognizing professional/faculty advisors and advising administrators for their excellence in the field of advising;

Supporting the goals and core values of NACADA: The Global Community for Academic Advising.

A primary goal is to provide its members with opportunities for professional development and peer support, ultimately building a network of resources to enhance student success. Equally important is the representation and promotion of the interests of academic advising within the larger university community.



Objectives:

1. To foster an environment that supports academic advising as a teaching/learning relationship between students and advisors,
 2. To promote collaboration across university advising programs, and
 3. To provide advisor development programs for those engaged in academic advising.
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Article III. Association with the National Academic Advising Association (NACADA)

TennACADA is associated with the National Academic Advising Association (NACADA) and supports the goals and programs of NACADA.

Article IV. Membership

Section 1. The membership and opportunities for leadership shall be open to all individuals and there shall be no discrimination for reasons of religion, age, race or ethnicity, color, sex, marital status, national origin, disability, or sexual orientation.

Section 2. Membership

1. Eligibility: Active memberships shall be open to faculty members, administrators, counselors, and staff at UT whose interests are in the area of academic advising.
 2. Procedure: An eligible individual shall become a regular member upon enrollment in the records of TennACADA.
 3. Rights: All members shall be eligible to vote, hold office, and attend meetings of TennACADA and are entitled to the services and benefits provided by TennACADA.
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Article V. Meetings of Membership

Section 1. The membership shall meet at scheduled times as determined by the calendar devised by the Executive Committee. The calendar year shall run from August to July. Special interest meetings of the membership shall be held with the approval of the Executive Committee.



Section 2. The Executive Committee is responsible for the preparation of the agenda. Individual members shall submit agenda items to the Executive Committee in advance of the meeting.

Section VI. Officers

Section 1. The officers of the association shall consist of a president, a vice president/program chair, a secretary, and a communications coordinator.

Section 2. Executive Committee

The Executive Committee of TennACADA shall be comprised of the president, vice president/program chair, secretary, and communications coordinator. Any of these positions may be shared by no more than two active members, if they so choose to run as a team. These officers shall be elected by a simple majority of the votes cast by ballot or proxy vote. A member may not hold the same office for more than three years consecutively. The chair of the Executive Committee shall be the president of TennACADA. The term for each office is one year.

1. **President**—The president shall preside at all meetings of the association and of the Executive Committee. The president is generally responsible for overseeing all of the association's activities. The president may call special meetings of the Executive Committee.
2. **Vice president/Program Chair**—The vice president shall perform the duties and responsibilities of the president in his or her absence and when so acting shall exercise the powers of the president. The vice president serves as program chair for the association and coordinates all activities relating to programs approved by the Executive Committee.
3. **Secretary**—The secretary records and posts minutes of each meeting and carries on correspondence as necessary with the membership and others. The secretary serves on the Nominations Committee.
4. **Communications Coordinator**—The communications coordinator is responsible for maintaining the membership distribution list, marketing/advertisement and the association's website.
5. **Member at large**- The member at large represents the interests of the general membership, specifically related to concerns outside of the executive committee.

Section III. Nominations

The Nominations Committee oversees nominations for, and election of association officers. The Nominations Committee will solicit nominations from the TennACADA membership for officer positions listed in Article VI. If there are no nominations for one or more positions, the



Nominations Committee will solicit members directly for those positions. The Nominations Committee sends the election ballots to the membership, tallies the ballots received, and reports on election results to the current president. A simple majority of the votes received shall be required to ratify the election of each office. The chair of the Nominations Committee shall be chosen by the president. Interested volunteers shall make up the membership of the Nominations Committee. The secretary shall be a member of the Nominations Committee.

Article VII. Standing Rules

Section 1. Adoption, Amendment, or Deletion

1. Standing Rules may be enacted, amended, or deleted by a majority vote of the association at a business meeting.
2. Standing Rules may be enacted, amended, or deleted by a majority vote of the Executive Committee.

Section 2. The secretary shall maintain a current copy of the By-laws and Standing Rules.

Article VIII. Amendments to By-Laws

Section 1. Any active member(s) may submit a proposed amendment (s) to these by-laws to the president of the association. The proposed amendment(s) must be submitted in writing and with the signatures of five members.

Section 2. Upon affirmation vote of a majority of the Executive Committee, the proposed amendment(s) shall be submitted to the membership at a regular or special meeting or by mail within ninety days of approval by the Executive Committee.

Section 3. The By-laws shall be amended by an affirmative vote of two-thirds of a quorum of the membership either by mail or during a special or annual meeting of the association, following two weeks written notice of the proposed amendment (s).