

# ASSOCIATION OF GRADUATE LIBERAL STUDIES PROGRAMS

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## AGLSP

### CONSTITUTION (2008)

#### ARTICLE I THE TITLE OF THE ASSOCIATION

The title of the Association is the Association of Graduate Liberal Studies Programs.

#### ARTICLE II MISSION

The Association of Graduate Liberal Studies Programs is a forum for the exchange of information and ideas among Graduate Liberal Studies Programs, their students, their alumni, and other programs of related curricula and goals. The Association promotes the concept and goals of Graduate Liberal Studies, fosters high standards in Graduate Liberal Studies Programs, provides guidance for institutions considering initiating and improving such programs, and promotes public awareness of the programs.

#### ARTICLE III GRADUATE LIBERAL STUDIES PROGRAMS

The programs represented by the members of the Association offer graduate degrees that are interdisciplinary in nature and adhere to the values of liberal arts education. These programs provide an alternative approach to continued learning for adult students who seek broad, interdisciplinary paths to knowledge, usually in a flexible format that accommodates nontraditional students. Degrees commonly offered by Graduate Liberal Studies Programs are the *Master of Arts in Liberal Studies (MALS)*, *Master of Liberal Studies (MLS)*, *Master of Liberal Arts (MLA)*, and *Master of Arts in Interdisciplinary Studies (MAIS)*.

#### ARTICLE IV MEMBERSHIP

##### Section 1. Membership Categories

The categories of membership are Full, Associate, Individual, and Fellow. Full and Associate memberships are open to institutions only.

##### (a) Full Membership

Full Membership is open to institutions of higher learning offering Graduate Liberal Studies Programs. Institutions must have been an Associate Member for at least one year and have attended at least one Annual Business Meeting. One representative from each member institution is empowered to vote or to hold office in the Association. Additional institutional representatives may serve on committees

or in an advisory capacity to the Officers and Board of Directors of the Association. Representatives of any institution interested in the graduate liberal studies program concept are welcome to participate in Association meetings.

#### Substantive Criteria

- (1) The institution will give evidence that the program has clear and definable administrative responsibility for the program, as well as an infrastructure to support it. The administrator of the program must have adequate and on-going voice in the decision-making process of the program and appropriate autonomy for program-specific decisions, such as program structure and curriculum. Resources of faculty, facilities, equipment, and materials should be in place.
- (2) The program must indicate incorporation of graduate liberal studies philosophy. The description should include a clear statement of the program's goals, have a well-structured, coherent curriculum, and have an assessment procedure to ensure program quality.
- (3) Programs must require some inter- or multi-disciplinary core course(s) or special liberal studies seminar(s) created specially for the program. Such courses should require and promote student interaction and discussion.
- (4) Programs should explicitly address the special circumstances of adult students, e.g., academic counseling, flexible scheduling, and reentry procedures.

Formal application for Full Membership may be made upon submission of the Full Membership application with supporting documentation, and upon completion of the site visit. The Membership Committee will review Full Membership applications and make recommendations at the Annual Business Meeting. Election to Full Membership requires a simple majority vote of a quorum of Full Member institutions at the Annual Business Meeting.

Institutions may be asked to reapply to the Board for reinstatement to Full Membership if the program undergoes substantial change, does not maintain the ongoing integrity of the program, fails to pay membership dues, or ceases to have a representative at the Annual Business Meeting.

#### **(b) Associate Membership**

Associate Membership is open to institutions with existing Graduate Liberal Studies Programs, to those in the early development phase of a program, and to those interested in establishing a program. Associate Members are non-voting members.

The application process for Associate Membership requires an understanding of and agreement with the mission of the Association (see Article II-Mission), evidence of their intention to explore and develop a Graduate Liberal Studies Program, or evidence of an existing program. Evidence may be indicated by, but is not limited to, actions such as establishing a committee to assess Graduate Liberal Studies programming for the institution or seeking consultation through the Association of Graduate Liberal Studies Programs or other agencies to study the feasibility of Graduate Liberal Studies programming, or documentation of an existing program.

(c) **Fellow Membership**

In an honorary category of non-voting membership are individuals who hold membership without fee, called Fellows of the Association of Graduate Liberal Studies Programs. The title of Fellow is extended to persons who have provided substantial service to the Association and Graduate Liberal Studies. Nominations may come from Association members and are reviewed by the Membership Committee and voted on by Full Members of the Association.

(d) **Individual Membership**

Individual Membership shall be open to individuals who have a professional interest in the purposes of the Association. These members are welcome to attend the Annual Business Meeting and to participate as non-voting members.

Section 2. **Dues**

Annual dues for membership will be proposed by the Board of Directors and approved by a majority of Full Members attending the Annual Business Meeting. Membership in the Association will correspond to the fiscal year.

**ARTICLE V OFFICERS AND BOARD OF DIRECTORS**

Section 1. **President**

The executive officer shall have the title of President and shall serve for a two-year term to be succeeded by the Vice-President. The President shall be responsible for issuing calls to and preparing agenda for Annual Business Meetings; responding to requests for consideration and advice on Graduate Liberal Studies Programs; and appointing the Membership Committee, Nominating Committee, and other committees as needed. The office of the President shall be restricted to representatives of Full Members of the Association. At least one term must elapse before the President would be eligible for election to the office of Vice-President.

Should the President resign or otherwise be unable to complete the term of office, the Vice-President shall assume the office of President and shall complete the term of office of the former President. Upon completion of that term, the Vice-President shall complete a two-year term of office as President.

Section 2. **Vice-President**

There shall be a Vice-President elected at the Annual Business Meeting for a two-year term. The Vice-President will be an ex officio voting member of the Board of Directors. The office of Vice-President shall be restricted to representatives of Full Members of the Association. The Vice-President shall be responsible for assisting the President of the Association, including completing special projects at the request of the President and representing the Association at meetings of other professional organizations at the request of the President. The Vice-President shall be President-Elect of the Association and shall become President of the Association upon expiration of the President's term of office. Should the office of the Vice-President become vacant, a special election will be held as described in Article VII, Section 3.

Section 3. **Treasurer**

There shall be a Treasurer elected at the Annual Business Meeting for a two-year term. The Treasurer shall be responsible for overseeing the financial management of the Association, including dues collection and budget. In consultation with the

President and the Administrative Manager (see Article X), the Treasurer will prepare a budget for presentation to the Board of Directors and the membership. The Treasurer will be an ex officio voting member of the Board of Directors. The office of Treasurer shall be restricted to representatives of Full Members of the Association. At least one term must elapse before the Treasurer would be eligible for re-election. Should the office of Treasurer become vacant, a special election will be held as described in Article VII, Section 3.

Section 4.           **Board of Directors**

The President of the Association will be assisted in the fulfillment of duties by a Board of Directors. Membership on the Board of Directors will be restricted to Full Members of the Association for terms of three years. The Board of Directors will be composed of representatives of six Full Members of the Association, the President, Vice-President, and Treasurer. The editor and managing editor of the Association journal shall serve on the Board as non-elected, non-voting members. At least one year must elapse before a member may be re-elected to the Board.

The President of the Association will chair the meetings of the Board. The Board will meet at least twice annually to advise the President on all phases of the activities of the Association. One of these meetings will be scheduled during the session of the annual conference of the Association of Graduate Liberal Studies Programs.

The Board shall act as a steering committee, carry out executive actions, represent the Association, execute policy decisions reached by the membership, initiate policy and budgetary recommendations, expend funds for projects approved by the membership, apply for grants, organize fund raising, propose dues, and propose and review changes to the Constitution.

Section 5.           **Terms of Office**

Terms of Officers and Directors shall begin immediately following the Annual Business Meeting at which they are elected and run through the Annual Business Meeting of their expiration year.

Section 6.

Additional offices may be established by vote of a majority of Full Member institutions at the Annual Business Meeting. Their election process is addressed in Article VII, Section 3.

**ARTICLE VI**

**MEETINGS**

At least one meeting of the Association shall be held annually, usually in the fall. At this Annual Business Meeting the President presents an annual report, the next fiscal year budget is approved, and officers and directors are elected. The Annual Business Meeting shall coincide with the Annual Conference. Additional meetings may be called by the President or by a majority of the Board of Directors.

**ARTICLE VII**

**ELECTIONS AND APPOINTMENTS**

Section 1.

Election for Vice-President and Treasurer shall be held biennially at the Annual Business Meeting of the Association.

Section 2.

Elections of the Board of Directors shall be held each year at the Annual Business Meeting.

Section 3.

A slate of nominees for Vice-President, Treasurer, and the Board of Directors shall be prepared by the Nominating Committee. The slate of nominees shall be circulated to the membership thirty days prior to the Annual Business Meeting. The election will take place at the Annual Business Meeting with provision for nominations from the floor.

In the event that the office of Vice-President or Treasurer become vacant mid-term, a special election shall be held. The Nominating Committee shall circulate a slate of nominees to the Full Membership for a thirty-day period. In addition to nominees identified by the Nominating Committee, provision shall be made for nominations from the membership. After the thirty-day period has expired, an election shall be held at the Annual Business Meeting or electronically, whichever will provide for the earliest filling of the vacancy. Electronic election requires a majority of those Full Members voting.

In the event of a mid-term vacancy in the Board of Directors, replacement will be appointed by the Board of Directors for the remainder of the term.

In the event a new office is created, the Nominating Committee shall prepare a slate of nominees for circulation among the Full Membership for a thirty-day period. In addition to nominees identified by the Nominating Committee, provision will be made for nominations from the membership. After the thirty-day period has expired, an election shall be held at the Annual Business Meeting.

**ARTICLE VIII**

**PROCEDURES AND VOTING AT ANNUAL BUSINESS MEETING**

Section 1.

Meetings of the Association will be governed by procedures given in the most recent edition of Roberts Rules of Order.

Section 2.

A quorum shall consist of those Full Member institutions present at the Annual Business Meeting or at a called meeting, notice of which will have been given to all members. There shall be one vote per institution.

Section 3.

Action may be taken by the Association upon a majority vote of a quorum, except where noted in the provisions of this Constitution.

**ARTICLE IX**

**AMENDMENTS**

Proposals for amendments may originate from Full Members of the Association to the Board of Directors. Such proposed amendments may not come to the floor at the Annual Business Meeting without review by the Board of Directors. Proposed amendments must be available to the President for circulation to the members of the Association thirty days prior to the Annual Business Meeting. Ratification of amendments will require a majority vote of a quorum of the Full Members.

**ARTICLE X**

**ASSOCIATION OFFICE**

The President shall recommend and the Board shall budget for the establishment and maintenance of an Association Office to support the activities of the Board, the Association, and the membership. The Association Office shall be situated with a host member institution and staffed by an administrative manager.

**ARTICLE XI**

**ARTICLES OF INCORPORATION/ORGANIZATION**

Said corporation/organization is organized exclusively for charitable, religious, educational and scientific purposes, including for such purposes, the making of distributions to organize under Section 501 (c) (3) of the Internal Revenue Code (or the corresponding section of any Federal tax code).

No part of the net earnings of the corporation/organization shall inure to the benefit of, or be distributable to its members, trustees, directors, officers or other private persons, except that the corporation/organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of Section 501 (c) (3) purposes. No substantial part of the activities of the corporation/organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation/organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

Notwithstanding any other provision of these articles, the corporation/organization shall not carry on any other activities not permitted to be carried on (a) by a corporation/organization exempt from federal income tax under Section 501 (c) (3) of the Internal Revenue Code (or corresponding section of any future Federal tax code) or (b) by a corporation/organization, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code (or corresponding section of any future Federal tax code).

Upon the dissolution of this corporation/organization assets shall be distributed for one or more exempt purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future Federal tax code, or shall be distributed to the Federal government, or to a state or local government, for a public purpose.