

Constitution of the College Theology Society
An Association for Theology and Religious Studies in Colleges and Universities

Article I

NAME

The association shall be known as *The College Theology Society, Incorporated*.

The Society shall bear the motto *Ad perfectionem caritatis*.

Article II

PURPOSES

The primary objective of the Society shall be to develop the academic disciplines of theology and religious studies on a high professional level and to assist teachers in imparting to college students instruction in those disciplines. The Society also has a concern for relating religion to life. Specifically it shall seek to promote the following objectives:

1. To encourage the development of effective college teachers of theology and religious studies.
2. To promote scholarship in the disciplines of theology and religious studies.
3. To afford its members opportunities to keep abreast of current developments in the study of theology and religious studies.
4. To foster communication and exchange of research, information, and experience relative to the study of theology and religious studies through publications sponsored by the Society and through national and regional meetings of its members.
5. To work in an ecumenical spirit so that this Society, Roman Catholic in its origins, shall encompass in its membership the community of scholarship interested in the study of theology and religious studies at the college and university level.
6. To discuss and evaluate effective ways of teaching in the fields of theology and religious studies in colleges and universities.
7. To investigate the relation of theology and religious studies to other academic disciplines, to determine the proper place of theology and religious studies in the total college and university curriculum, and to promote the development of programs that are intellectually rigorous, grounded in the value of a liberal-arts education, and realistically designed to meet the capacities and needs of students.

Article III

MEMBERSHIP

Section 1. Members shall be those who teach or have taught theology or religious studies in any college, seminary, or university, and who hold graduate degrees in those or related disciplines. Admission to membership shall be at the discretion of the Secretary. Members shall not be automatically dropped as a result of change in professional status. There is no institutional membership in the Society, although soliciting support for the Society from institutions is not thereby precluded.

Graduate student membership in the College Theology Society is open to those who are engaged in graduate studies in pursuit of degrees in theology or religious studies. Associate membership is open to those engaged in college teaching in these or related disciplines, or in other aspects of higher education such as campus ministry, but who do not possess graduate degrees in theology, religious studies, or related disciplines; and to those who possess graduate degrees in theology, religious studies, or related disciplines but have not been employed in higher education. Associate membership is also open to representatives of publishers which serve college and university students and teachers.

Other categories of membership may be bestowed by action of the Board of Directors upon individuals of outstanding merit who have rendered exceptional service to the study of religion. In each case, membership dues will be set (or waived) by the Board, and voting rights of the individuals will be determined by the Board.

Section 2. The annual dues for members, graduate student members, and associate members shall be determined by the Board of Directors and shall be payable in January of each year.

Section 3. Any member who shall fail to pay the stipulated dues for the period of two consecutive calendar years shall, after notification of nonpayment, be subject to forfeiture of membership.

Section 4. All members, including graduate-student and associate members, shall be eligible to vote; however, only full members shall be eligible to hold national office in the Society.

Article IV

MEETINGS

Section 1. The annual meeting of the Society shall be held at the time and place designated by the Board of Directors. Twenty percent of the members (regardless of membership category) present at the annual meeting shall constitute a quorum for the determination of all questions submitted to a vote.

Section 2. Notice of the annual meeting shall be given at least two months in advance thereof, through appropriate channels, to all members. This notice shall designate the day, hour, and place of the meeting.

- Section 3. There shall be a regular order of business and published agenda for both the annual meeting of the Society and meetings of the Board of Directors. The regular order of business may be modified during any meeting for good reason by the Board of Directors.
- Section 4. *Robert's Rules of Order* shall govern the deliberation of this Society in all cases where it does not conflict with a standing rule of the Society. Any rule of order may be suspended temporarily by a simple majority of the members present.
- Section 5. In addition to the national meeting, there can be regional meetings of the members of the Society in their respective regions. These meetings shall be under the direction of a regional chairperson and/or regional planning committee. These chairpersons must report annually to the Vice President. Reporting groups are eligible for a small amount of funding, the amount of which is to be determined by the Board of Directors, and which should be requested through the Treasurer.

Article V

BOARD OF DIRECTORS

- Section 1. The Board of Directors shall be the governing body of the Society. It shall consist of the officers of the Society, namely, the President, the Vice President, the Secretary, and the Treasurer; seven other elected Directors, including two elected each year and, in alternating years, the President Elect, or the immediate past President of the Society (see Article VI, Section 6); and the following *ex officio* deliberative members: the Editor(s) of the Society's journal, the Director of Research and Publications, the Executive Director of National Conventions, and the Executive Coordinator of Digital Media.
- Section 2. The Board of Directors shall meet for the transaction of business semiannually at such a place as they may choose and at such stated times and places as shall be deemed necessary by its officers.
- Section 3. The quorum of this Board shall consist of eight members of the Board. In the absence of a quorum, the ranking officer or senior director (in terms of membership in the Society) shall have the power to adjourn the meeting until such time as the quorum can be convened.
- Section 4. If any vacancy shall occur on the Board of Directors by reason of death, resignation accepted by the Board, or otherwise, such a vacancy may be filled by a majority vote of the members of the Board present at a given Board meeting even though it be less than a quorum. Any such vacancy may also be filled by electronic ballot of the members or by the vote of the members at any meeting of the Society held during the existence of such a vacancy, provided that the notice of such a meeting shall have mentioned the vacancy.

Article VI

OFFICERS

- Section 1. The officers shall consist of a President, a Vice President, a Secretary, and a Treasurer. This shall be the order of succession of officers in the case of absence or disability.
- Section 2. The President shall preside at meetings of the Society and at those of the Board of Directors. The President shall have power, when authorized by the Board of Directors, to enter into contracts on behalf of the Society. The President shall have the usual duties pertaining to the office and such other duties as may from time to time be assigned to the President by the Board of Directors.
- Section 3. The Vice President, at the request of the President, or in the absence or disability of the same, shall have and exercise the powers of the President. In addition, the Vice President shall:
- a) draw together reports of the activities of the regions;
 - b) compose the annual report of the national convention;
 - c) be the *ex officio* chairperson of the standing Committee on Resolutions; and
 - d) be the *ex officio* chairperson of the standing Committee on Nominations.
- Section 4. The Secretary shall perform all duties incident to the office of Secretary and from time to time such other duties as may be assigned to him/her by the Board of Directors. In particular, the Secretary shall:
- a) keep the minutes of all the meetings of the Society and cause the same to be recorded in an appropriate format so that, after a reasonable time, they shall be open to the inspection of the members of the Society;
 - b) keep a record of the proceedings of all meetings of the Board of Directors;
 - c) keep a roll of the members;
 - d) conduct the correspondence of the Society and sign official papers in the name of the Society and at the direction of the President and/or the Board of Directors;
 - e) along with the Society's Archivist, be custodian of the records of the Society;
 - f) exercise discretion in executing the constitutional provisions for admission of new members;
 - g) see that notices of meetings are sent to members at the times designated in the Constitution.
- Section 5. The Treasurer shall:
- a) collect and disburse the funds of the Society;
 - b) cause all moneys and other valuable effects to be deposited in the name and to the credit of the Society in such banks or trust companies as shall be approved by the Board of Directors;
 - c) upon the order of the President or the Board of Directors, cause the funds of the Society to be disbursed by checks or drafts upon the authorized accounts of the Society;
 - d) when authorized by the Board of Directors, defray expenses incurred on behalf of the Board and delegates of the Society who may apply for travel reimbursement,

subject to the availability of resources as determined by the President and the Treasurer.

- e) cause to be taken and preserved proper vouchers for all moneys disbursed;
- f) keep the financial accounts in records, print and digital, belonging to the Society, which records shall be open at all times to the inspection of the Board of Directors, to whom the Treasurer shall, whenever requested, make reports in writing of the moneys received and disbursed;
- g) make a full and complete report at the Annual Meeting of the receipts and disbursements of the calendar and/or fiscal year;
- h) make provision for the distribution of annual dues notices to the membership;
- i) have the right and power, from time to time, to require from the officers and/or agents of the Society reports or statements giving such information as the Treasurer may desire with respect to any and all financial transactions of the Society;
- j) make sure that a Board member is overseeing the Annual Fund.

Section 6. The President and the Vice President of the Society as elected shall hold office for two years. In the year immediately after election, the elected President serves on the Board as President-Elect. This person serves as President for the following two years and serves on the Board as Past President for the year following his or her term as President. Neither the President nor the Vice President of the Society shall be eligible to succeed himself/herself. The offices of Secretary and Treasurer shall have terms of three years that are renewable once by approval of the Board. The terms of Treasurer and Secretary shall be staggered. Six directors divided into three groups of two directors shall hold office for three years. Prior to each Annual Meeting of the Society there shall be elected one group of two directors to serve a period of three years. The position of the seventh director is held by the President-Elect and the immediate past President in alternating years. The editor(s) of the Society's journal, the Director of Research and Publications, the Executive Director of National Conventions, and the Executive Coordinator of Digital Media shall be *ex officio* deliberative members of the Board of Directors. The *ex officio* deliberative members shall be given a term of office. The *ex officio* deliberative members of the Board have voice and vote.

Section 7. The Board of Directors shall appoint a member of the Society to be the Director of Research and Publications, whose function it shall be to oversee the publication of the Annual Volume and such other items as the Board approves, for a term of office. The Board of Directors shall appoint a member of the Society to be the Executive Director of National Conventions, whose function it will be to organize the Annual Meeting, for a term of office. The Board of Directors shall appoint a member of the Society to be the Executive Coordinator of Digital Media, whose function it will be to oversee updating of the Society's website, digital communication tools and effective use of various forms of social media, for a term of office. The Board of Directors shall appoint annually a member of the Society to be the local coordinator of the Annual Convention, whose function it will be to organize local arrangements for the Annual Meeting in cooperation with the Executive Director of National Conventions and, when appointed, the Director of Teaching Workshops. The position of Director of Teaching Workshops shall be *ad hoc*. The Board of Directors shall appoint annually a member or members of the Society to edit the annual volume of papers presented at the convention.

Article VII

COMMITTEES

- Section 1. All standing committees shall be subject to the Board of Directors and governed by the Constitution of the Society.
- Section 2. The membership of standing committees shall be ratified by the members of the Society at the Annual Meeting upon the presentation by the Vice President of the candidates recommended by the Board of Directors. Standing committees shall be composed in such manner that rotation of members takes place. Vacancies that occur between meetings shall be filled by a vote of the Board, which may be conducted electronically.
- Section 3. The following committees are designated as standing committees:
- a) Committee on Awards: This committee shall designate as recipients of awards members of the Society who have produced outstanding scholarship.
 - b) Committee on Nominations: This committee presents to the Board a list of members who have agreed to run for national office if nominated.
 - c) Committee on Resolutions: This committee oversees the submission of resolutions for the Society's consideration at the annual Business Meeting.
 - d) Committee on Teaching and Learning: This committee encourages reflection on the quality of teaching, including determination of the recipient(s) of the Monika K. Hellwig Teaching Award.
 - e) Committee on Membership: this committee works to attract, welcome, and orient new members to the Society.
- Section 4. All other committees shall be designated *ad hoc* and classified as consultations or task forces. *Ad hoc* groups are constituted by the President or the Board of Directors.
- Section 5. Standing committees shall report annually to the Board of Directors. Groups designated *ad hoc* shall report to a member of the Board, whether elected or *ex officio* deliberative, to be designated by the Board. When the elected or appointed term of that member ends, the responsibility to oversee the standing committee will be delegated to an active member of the Board who is designated by the Board.

Article VIII

ELECTIONS

- Section 1. Full members only shall be eligible to vote in elections, to hold national office, and to vote on policy matters of the Society; graduate student and associate members may vote in elections and on policy matters of the Society but may not hold national office.
- Section 2. All voting in national elections shall be governed by the Board of Directors.
- Section 3. At the fall meeting of the Board of Directors, the Nominating Committee, in the person of its chair, shall present to the Board a list of potential nominees. The Board shall

review the potential nominees and determine the order in which they will be contacted. The Vice President, as chair of the Nominating Committee, shall notify the nominees. Should any nominee choose not to run, the Vice President shall ask the next potential nominee. The Vice President shall forward the list of nominees to the Secretary by December 31 of each year. In the spring of each year, the President or her or his designate shall distribute electronic ballots to the members of the Society to be returned by a specified due date to the Secretary. The Secretary shall notify the Vice President and President of the Society of the results of the election, and the Vice President shall notify the Board, the candidates, and the membership. In the case of a tie vote for an Officer or member of the Board of Directors, the choice shall be made by lot. The Vice President shall inform the person chosen of his/her election.

Article IX

REGIONS

A Region of the Society may be established either at the recommendation of the Board of Directors, or at the recommendations of members of the Society residing within a given area. In the latter case the recommendation is to be submitted to the Board of Directors through the office of the national Secretary. The organization of any region must be approved by the Board of Directors. Regions shall be regulated by the Board of Directors and governed by the Constitution of the Society.

Article X

AMENDMENTS

The Constitution may be amended at any annual business meeting by a two-thirds affirmative vote of the members present (see Article IV, Section 1), provided notice of such proposed amendment, with a copy thereof, shall have been sent to the entire membership not less than one month in advance of the Annual Meeting.

Article XI

CONDITIONS FOR TAX EXEMPTION

No part of the net earnings of this corporation shall ever inure to the benefit of any member or individual; and no member, officer, or employee of this corporation, or any other individual, shall receive, or be lawfully entitled to receive, any pecuniary benefit, profit, or compensation of any kind whatsoever from said corporation, except reasonable compensation for services rendered, or expenditures incurred, in effecting one or more of its corporate purposes.

In the event that this corporation should ever be liquidated or dissolved, the assets remaining after payment of all debts and costs, should there be any, shall be allocated to some religiously oriented nonprofit organization, qualified for income tax exemption under the Internal Revenue Code in the United States, in trust, to be used and expended in the furtherance of the purposes of this corporation, as set forth in these Articles of incorporation, as nearly as may be possible. Remaining indebtedness, in case of liquidation or dissolution, shall be handled in the ordinary ways that pertain to an incorporated society.

Approved as amended, May 30, 2015; as further amended, June 4, 2017