

STANDING RULES
of
TEXAS EXTENSION ASSOCIATION OF
FAMILY AND CONSUMER SCIENCES
(Adopted July 29, 2015)

1. The Standing Committees of this organization shall, where applicable, conform to those of the National Association. They are: By-Laws, Finance, Public Affairs/Public Policy, Member Resources, Awards & Recognition, Professional Development, and Historical.
2. Standing Committees shall be responsible for:
 - Preparing a state plan of work
 - Providing leadership for implementation of state plan
 - Communicating plans, progress and results
 - Reporting at board, annual, and special meetings
 - Other responsibilities as designated by the President and/or Board of Directors
3. Delegates to the National meeting shall be selected at the Spring Board Meeting in the following order:
 - President
 - President-Elect
 - 1st Vice President
 - Secretary
 - Treasurer
 - Directors (Even District –Even Year; Odd District – Odd Year)
 - Other Officers (2nd Vice President, Past President)
 - Other district Directors
 - Associate Directors
 - Incoming board members and other members as determined by the Executive Board to fill the quota for delegates
4. The Association shall share the expenses of delegates to the national meeting as determined by the current adopted budget.
5. The President-Elect shall be responsible for providing a gift, from the Association, for the outgoing President.
6. Retiring members of TEAFCS will be presented a gift at the annual conference valued not more than \$30.00.
7. Retirement gifts will be presented to the following retiring Extension Administrators: Director, Associate Director for Program Development, Associate Director for County Operations, and Associate Director for State Operations. The maximum retirement contribution will be \$100.00 per position.

8. TEAFCS will contribute \$1500.00 towards the County Judges & Commissioners' Conferences hosted at various locations around the state. Each district Association shall contribute \$100.00, payable to the State Association by Spring Board Meeting each year. The balance of \$300.00 is included in State Association budget.
9. Historical records of the TEAFCS will be kept in the archives of the Texas Cooperative Extension Educational Resource Library in College Station, TX.
10. Following the annual meeting, if there are surplus funds, the host district keeps one-half of the profits and submits the other one-half to the Association.
11. The President-elect will review officer job responsibilities each year before the Spring Board Meeting.
12. Changes to the Standing Rules may be made by a majority vote at any regular Board Meeting.
13. For TEAFCS sanctioned travel (Executive Board approved), reimbursement will be set at 25¢ per mile, round trip.
14. TEAFCS Annual Conference Awards
 - The District with the most award applications will receive an incentive for their efforts during the Awards program at the TEAFCS Annual Conference.
 - The host district provides the following tickets for award winners – 2 tickets for the Specialist Award, 2 tickets for the Para-professional Award, 2 tickets for the Support Staff Award, 2 tickets for the Friend of Extension Award, 2 tickets for the Woman of the Year Award and 5 tickets for the Judges and Commissioners Award. No lodging is provided.
 - When applying for Association/State TEAFCS awards, Agents will declare whether they want a plaque for each award or all the awards listed on one plaque, with no monetary award.