

NEXus – The Nursing Education Xchange Bylaws

ARTICLE I. IDENTIFICATION

The name of this collaborative program is The Nursing Education Xchange (NEXus). Established by the Western Institute of Nursing (WIN), NEXus is comprised of Schools/Colleges of Nursing that offer distance-accessible graduate courses in Doctoral Programs in Nursing.

ARTICLE II. STATEMENT OF PURPOSE

The purpose of NEXus is to enable member institutions to expand the capacity of doctoral programs in nursing in the United States by offering courses through collaborative efforts with other institutions, and thereby give doctoral students greater access to high quality education.

ARTICLE III. LEAD ORGANIZATION

The lead organization will be approved by the NEXus Executive Committee and shall be responsible for the NEXus administrative functions. The lead organization selects the chief executive officer.

ARTICLE IV. MEMBERSHIP

Section 1. Qualifications

Institutions requesting membership in NEXus shall make a commitment to work cooperatively with other NEXus collaborators to accomplish the purpose of the organization as stated in Article II.

Section 2. NEXus Affiliation

Eligible institutions may participate in the Nursing Education Xchange (NEXus) in one of two manners: Academic Collaborator or Academic Affiliates. Academic Collaborators and Academic Affiliates shall support the mission, vision, and goals of NEXus.

- a. **NEXus Academic Collaborators:** Academic Collaborators shall be academic schools/colleges of nursing doctoral programs engaged in cooperative efforts to provide inter-institutional course exchange, shall provide leadership and support for NEXus initiatives and projects, and shall participate in the governance of NEXus. Founding Academic Collaborators are the Schools/Colleges/ of Nursing at: Oregon Health and Science University, University of Colorado Denver, University of Northern Colorado, and University of Utah.
- b. **NEXus Academic Affiliates:** Academic Affiliates shall include academic Schools/Colleges of Nursing that choose to have students enroll in the NEXus inter-institutional courses and do not participate in offering courses for the inter-institutional course exchange. Academic Affiliates shall not have voting privileges on the NEXus Executive Committee and may, but are not required to, attend meetings of the Executive Committee.

Section 3. Application

Any institution requesting membership as an Academic Collaborator or Academic Affiliate in NEXus shall submit a request to the Chair of the NEXus Executive Committee. New Academic Collaborators and Academic Affiliates must be approved by a 2/3 vote of the Executive Committee.

Section 4. Dues

Dues for all categories of membership shall be established by the NEXus Executive Committee in accordance with the following criteria:

- a. Only if needed, based on a review every three years of budgetary need and strategic plans;
- b. In an amount not to exceed the Consumer Price Index over the preceding three years.

Dues increases for all categories of membership shall become effective the beginning of the next fiscal year after the year in which the NEXus Executive Committee determines need.”

Section 5. Good Standing

To remain in good standing, Academic Collaborators of NEXus shall participate in project initiatives offered by NEXus through the development and implementation of the interinstitutional course exchange, payment of fees, and participation at the Executive Committee meetings. Academic Affiliates shall participate in the implementation of student access to interinstitutional course exchange, payment of fees, and other requirements of NEXus project initiatives.

Section 6. Voluntary Change in Affiliation Status

Members who wish to change their status from Academic Collaborators to Academic Affiliates, or from Academic Affiliate to Academic Collaborators shall notify the NEXus Executive Committee of the change.

Section 7. Involuntary Change in Affiliation Status

Members who fail to maintain the responsibilities of Academic Collaborators for a period of two (2) years, but who wish to remain members of NEXus shall automatically have their status changed to Academic Affiliates. The affected Collaborating Member and the NEXus Executive Committee will be notified of the change.

Section 8. Voluntary Termination of Membership

An institution may terminate its membership as a NEXus Academic Collaborator or an Academic Affiliate by submitting written notification to the NEXus Executive Committee stating its intention to withdraw from the NEXus. Written notification must be provided at least one (1) year prior to termination of membership.

Section 9. Involuntary Termination of Membership

Failure to maintain good standing over a one-year period shall be reviewed by the NEXus Executive Committee and may result in the loss of membership in NEXus.

ARTICLE V. EXECUTIVE COMMITTEE

Members of the NEXus Executive Committee shall serve two-year terms and shall be eligible for re-election to the Executive Committee. The Executive Committee is responsible for the overall policy and direction of NEXus, including all project initiatives and inter-institutional course exchange.

Section 1. Executive Committee

The NEXus Executive Committee shall consist of one representative from the Lead Organization and one representative from each Academic Collaborator institution to be appointed by the dean/director associated with the Academic Collaborator Schools/Colleges of Nursing.

Section 2. Annual Meeting of the Executive Committee

An annual meeting of the NEXus Executive Committee shall be held before the end of each fiscal year. The Chair of the Executive Committee shall determine the time and place of the meeting. Notice in writing or via e-mail shall be provided to each representative at least 30 days in advance of the meeting.

Section 3. Special Meetings of the Executive Committee

Written notice stating the place, day, and hour of any special meetings of the Executive Committee shall be mailed or electronically delivered to each representative no less than 7 days prior to any meeting.

Section 4. Vacancies

Each Academic Collaborator shall appoint a representative from its institution to fill any vacancy from its institution. The dean/director associated with the School/College of Nursing shall appoint the representative.

Section 5. Quorum

A simple majority of the Executive Committee shall constitute a quorum for the transaction of business.

Section 6. Voting

All voting at meetings of the Executive Committee shall be done in person, electronically, or via telephone at the time of the vote. Voting by proxy shall be allowed in the absence or unavailability of the designated Academic Collaborator representative. If a vote is required at a time when a meeting is not scheduled, voting shall be conducted by electronic ballot or by mail. Each Academic Collaborator shall be allowed one vote.

Section 7. Duties of the Executive Committee

The Executive Committee shall conduct the business and affairs of NEXus.

ARTICLE VI. OFFICERS

Section 1. Election

The members of the Executive Committee shall elect among themselves by simple majority vote, a Chair-Elect, a Vice Chair, and a Secretary/Treasurer. The officers shall be elected at the annual meeting for a two-year term, with the exception of the Chair-Elect, and shall hold office until their successors are elected and qualified.

Section 2. Chair-Elect

The Chair-Elect shall serve for a term of one year, as Chair for a term of one year, and then as Past Chair for a term of one year. The Chair-Elect position is created to allow the individual an opportunity to learn the role of the Chair and the issues in advance of serving as Chair, and shall perform such other duties as the Executive Committee may require.

Section 3. Chair

The Chair shall act as the presiding Officer of NEXus and perform or delegate such other duties as the position may require.

Section 4. Vice Chair

The Vice Chair shall perform all duties of the Chair during the absence or disability of the Chair and shall perform such other duties as the Executive Committee may require.

Section 5. Secretary-Treasurer

The Secretary-Treasurer shall approve a true and complete record of all the proceedings of the NEXus Executive Committee meetings and shall provide fiscal oversight of NEXus. The Secretary-Treasurer shall receive and review periodic financial reports from the Lead Organization and shall disseminate reports to the Executive Committee.

Section 6. Committees

The Executive Committee has the authority to appoint any committee or committees it deems necessary to carry out the stated purpose of NEXus.

Section 7. Vacancies

Vacancy in the office of Chair shall be filled by the Vice-Chair. Vacancy in the office of ChairElect shall be filled by the Executive Committee through a mail or in-person ballot. Vacancies in other offices shall be filled by the Executive Committee until the next scheduled election.

ARTICLE VII. PROJECT APPROVAL

The Executive Committee shall approve the projects that will be undertaken by the Academic Collaborators on behalf of NEXus.

ARTICLE VIII. FISCAL MANAGEMENT Projects funded by grants shall be administered by the project director awarded the grant.

The Lead Organization shall be charged with collecting, disbursing, holding and accounting for the funds of NEXus. NEXus funds shall be deposited and distributed in accordance with the fiscal guidelines and policies of the Lead Organization.

ARTICLE IX. DISSOLUTION

In the event of dissolution, assets and funds remaining after satisfaction of NEXus liabilities shall be distributed equally to the School/College of Nursing at each NEXus institution in good standing at the time of dissolution. Dissolution of NEXus may be effected by a 3/4 vote of the Executive Committee

ARTICLE X. DATA AND RECORDS

NEXus will keep complete and accurate books and records of account(s) and shall also keep minutes of the proceedings of all meetings and shall keep a record of the names and addresses of the representatives on the Executive Committee. The Executive Committee will oversee all books and records of NEXus, which shall be housed with the Lead Organization and may be inspected by any Academic Collaborator in NEXus through procedures established by the Executive Committee.

ARTICLE XI. RULES OF ORDER

All meetings of NEXus, or of any committee, shall be conducted according to the policies and procedures approved by the Executive Committee. Any situations not covered by the approved policies and procedures shall be resolved by Robert's Rules of Order Newly Revised.

ARTICLE XII. AMENDMENT OF BYLAWS

These bylaws may be amended at any annual or special meeting of the officers; provided, however, that any amendment affecting the rights of members shall be approved by a two-thirds vote of the voting members present at any annual or special meeting of the Executive Committee.

Proviso: The Chair and Secretary will initially be elected for three-year terms; the Vice Chair and Treasurer will be elected for two-year terms to establish alternating terms for the election of these officers. After the initial election, each officer will be elected for a two-year term of office.

02/20/2007

Proviso: The Sustainability Committee indicated that the first implementation of the dues increase schemata (if needed) would occur no earlier than July 1, 2016. The recommended proviso is based on the recommendation by the Sustainability Committee. 07/10/2014

Amendment: The secretary and treasurer positions are combined into one position called the Secretary-Treasurer.

The Secretary-Treasurer shall approve a true and complete record of all the proceedings of the NEXus Executive Committee meetings and shall provide fiscal oversight of NEXus. The Secretary-Treasurer shall receive and review periodic financial reports from the Lead Organization and shall disseminate reports to the Executive Committee. 10/06/2020

Amendment 10/5/2022: ARTICLE VI. OFFICERS

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The Chair-Elect shall serve for a term of one year, and as Chair for a term of one year. The Chair-Elect position is created to allow the individual an opportunity to learn the role of the Chair and the issues in advance of serving as Chair, and shall perform such other duties as the Executive Committee may require. The Chair-Elect shall perform all duties of the Chair during the absence or disability of the Chair.

Section 3. Chair

The Chair shall act as the presiding Officer of NEXus and perform or delegate such other duties as the position may require.

(Section 4. Vice Chair section deleted)

Section 5. Secretary-Treasurer

The Secretary-Treasurer shall serve for a term of two years and shall approve a true and complete record of all the proceedings of the NEXus Executive Committee meetings and shall provide fiscal oversight of NEXus. The Secretary-Treasurer shall receive and review periodic financial reports from the Lead Organization and shall disseminate reports to the Executive Committee.

(10/5/2022)

NEXus Bylaws Adopted 10/17/2007

Revised: 02/20/2007; 07/10/2014; 03/04/2015; 03/02/2016; 10/09/2019; 10/06/2020; 10/05/2022.

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