

Texas
CattleWomen
Constitution
&
By-Laws

Constitution

Article I - Name

The name of this organization shall be Texas CattleWomen, Inc.. It is an affiliate of ~~The~~ American National CattleWomen Inc. It shall be a non-profit organization.

Article II - Purpose

The purpose of this organization shall be to promote ~~the welfare of~~ the beef industry and to work ~~closely~~ with ~~all~~ beef industry organizations in the United States of America.

Article III- Identity & Logo

The proper usage of this organizations' name and logo shall be as specified in the current Procedures Manual

Article ~~III~~IV- PROFIT, COMPENSATION, AND/OR LIQUIDATION

No officer, director or member of the organization shall at any time receive or become entitled to receive any pecuniary profit from the organization. However, compensation may be paid for any service rendered to the organization by any officer, director, member, agent, employee, or any other person or corporation pursuant to the authorization of the Executive Committee. If the organization is ever liquidated, its assets shall vest in its Executive Committee as trustees for the benefit of one or more tax-exempt, non-profit organizations. The Executive Committee shall transfer said assets as promptly as is possible. Any such distribution or disposition of assets upon liquidation may be made to the recipients thereof in such shares or amounts and in cash or its kind as the Executive Committee may determine.

By Laws

Article I - Membership

- A. Membership shall be open to any person who may be interested in the welfare and promotion of the BEEF INDUSTRY.

- B. Annual Collegiate Membership Dues shall be paid to Texas CattleWomen Inc., and collegiate chapters if applicable.
1. Dues shall be from September to August.
 2. Texas CattleWomen dues for collegiate members will be half the rate as regular members.
 3. Dues are due ~~September 4~~ October 1 and delinquent Nov ~~30~~15
 4. Collegiate members ~~shall~~ must receive their newsletter via email and not hard copy.
- C. Junior membership is defined as:
- 0-17 years of age
 - Non-voting at state level
 - e-mailed TCW newsletter (no hard copy via mail)
 - Cannot serve on TCW BOD or state committees
 - \$10 annual dues
- D. To be a member in good standing, dues for the current year shall have been paid to the Texas CattleWomen State and Local Treasurers.
- E. Member-At-Large (a member unattached to a Local Chapter) who has paid their dues for the current year to the State Treasurer shall be considered a member in good standing.
- F. ~~Associate-Affiliate~~ Membership shall be granted to a partnership, association, company, corporation, organization, or individual that has a vital interest in the aims and purpose of Texas CattleWomen, Inc.

Article II - Dues

- A. Annual regular membership dues shall be paid to the Texas CattleWomen, Inc. and Local Chapters if applicable
1. Dues shall be for the calendar year
 2. A member joining ~~January through September during the year~~ shall pay a full year's dues. Dues paid October through December shall be applied to the following calendar year.
 3. Dues are due ~~September 4~~October 1st and delinquent November ~~30~~15th for the following calendar year
- B. All locals shall submit membership lists and dues to the State ~~and National~~ Treasurer as received

Article III - Officers and Vacancies

- A. ~~All officers are to be elected and shall be be~~ Elected officers shall be:
1. President
 2. First Vice President, Publicity
 3. Second Vice President, Education
 4. Third Vice President, Membership

5. Fourth Vice President, [Promotion](#)
6. Recording Secretary
7. Treasurer

B. Officers shall be elected for a one (1) year term. They may be elected to no more than two (2) consecutive terms in the same office, with the exception of the Treasurer.

C. All State officers must:

1. Be a member in good standing with Texas CattleWomen, [Inc.](#)
2. Have served in an executive capacity in a Texas CattleWomen, [Inc.](#) local chapter or as a chairman of a State Committee at least one (1) year at the time of nomination.
3. Be a member of American National CattleWomen

D. ~~All Election of officers shall be held at the annual fall convention. Officers~~ ~~officers are to be elected at the annual meeting in the fall and~~ shall take office January 1 following election.

E. In the event of vacancies within the Texas CattleWomen, [Inc.](#) officers:

1. The First Vice President shall fill the vacancy of the President
2. Among the other elected officers, vacancies shall be filled by appointment of the President with the approval of the Executive Committee.
3. These officers shall serve only until the next annual election.

Article IV - Duties of Officers

A. President ~~-----Duties are:~~

1. Preside at all meetings of the association
2. Act as chairman of the Board of Directors and the Executive Committee
3. Appoint a Corresponding Secretary, Parliamentarian, two Members at Large ~~from the Board of directors~~ for the Executive Committee, and all Chairmen of committees with the approval of the Executive Committee
4. Call special meetings
5. Fill vacancies
6. Make reports to ANCW by June 1 and December 1
7. Perform such duties as pertain to her office
8. Shall represent Texas CattleWomen, [Inc.](#) at any meetings with other BEEF Industry organizations, [as budgeted and approved by the Executive Committee](#)

B. FIRST VICE PRESIDENT - ~~Publicity~~ ~~Duties are:~~

1. Shall assume the presidency and her duties in the absence of the President
2. Shall be Publicity and Public Relations Chair
3. Shall be responsible for all state charitable projects, as budgeted and approved by the Executive Committee.
4. Shall be responsible for selection and purchase of awards and gifts to be presented by Texas CattleWomen, ~~Inc.~~ as budgeted and approved by the Executive Committee.
5. Upon election to a second term, she shall be regarded as president-elect

C. SECOND VICE PRESIDENT ~~Duties are:~~ Education

1. Shall be State Beef Education Chairman
2. Shall implement any Texas Beef Council Programs appropriate through Local chapters
3. May develop other programs, as budgeted and approved by the Executive Committee, for gathering and disseminating Beef information material to ~~inform the public as to its proper use and Nutritional value in the human diet.~~

D. THIRD VICE PRESIDENT ~~Duties are:~~ Membership:

1. Shall be State Membership Chairman
2. Shall devise ways to form Texas CattleWomen, Inc. locals in areas where none exist
3. Shall assist new locals with organizational procedure
4. Shall maintain an up to date list of all members, both ~~complete printed and electronic membership list and have it available at all meetings~~
5. Shall send copies of membership lists as developed to the President and Corresponding Secretary.

Comment [ew1]: The text of this item was changed to reflect the same info that was moved from Treasurer's duties to 3rd VP Membership

Comment [ew2]: This was moved from duties of Treasurer to duties of 3rd VP Membership

E. FOURTH VICE PRESIDENT - Promotion ~~Duties are:~~

1. Shall be State Beef Promotion Chairman
2. Work with Texas Beef ~~Industry~~ Council to coordinate any promotion programs through local chapters
3. May plan and initiate independent programs to increase the consumption of Beef

F. RECORDING SECRETARY ~~Duties are:~~

1. Shall take minutes and collect all necessary attachments of all Executive Committee, Board of Directors, Special Called and General

- membership meetings and submit them to the Minutes Committee ~~appropriate body~~ for approval-review within 2 weeks of meeting.
- ~~2. Shall be responsible for the attendance record/guest book to be used at each state meeting~~
32. Shall send a copy of the minutes and all necessary attachments from each Executive Board Meeting to each member of said committee within 1 week of Minutes Committee review ~~in a timely fashion, within two weeks after meeting.~~
43. Shall send a copy of the minutes and all necessary attachments from each Board of Directors meeting and General Membership meetings to Executive Committee, Committee Chairmen and Local Presidents within 1 week of Minutes Committee Review. ~~within two weeks of review a copy of the minutes of the Board of Directors meeting and the General Membership meeting minutes to the State Officers, Chairmen, and Local Presidents after after Presidents after after each Board of Director's meeting and General Membership meeting.~~
54. Shall provide printed copy of minutes for distribution at meetings for approval at respective meetings.
65. Shall be responsible for the attendance record to be used at each state meeting

Comment [ew3]: Moved this to end of the list for better flow of information

Comment [ew4]: Re-worded this item so it is more consistent with the previous one in this list.

G. TREASURER ~~---Duties are:~~

- ~~1. Shall keep an up to date list of all members and have it available at all meetings~~
21. Shall have an accurate total of dues paid to date categorized by State and Local.
- ~~3,2~~ Shall receive all organizational funds.
43. Shall keep complete records of income and expenses.
4. The Treasurer and President shall choose the TCW depository bank with approval of Executive Committee when changes become necessary.
5. Monies shall be deposited in a timely manner into respective accounts as established. ~~into the bank to be chosen by the incoming President and Treasurer each year in the name of Texas CattleWomen, Inc.~~
6. Only the President and Treasurer shall be authorized to sign checks.
7. Shall reconcile the bank statements monthly and submit a complete report at each State meeting
8. Statements and/or invoices and payment records shall be kept for a period of five (5) years at the selected permanent and registered TCW address.
9. Shall be bonded in an amount acceptable to the Board of Directors based upon current funds in the bank; this bond is to be paid by Texas
10. Shall submit all or any records on request of the President and/or Texas CattleWomen Auditing Committee at least once a year.

Comment [ew5]: Moved this to 3rd VP Membership

Comment [dds6]: This was approved March 2008 in the P&PM, but not in the bylaws

11. Shall have printed reports for distribution to each member present at State Conventions
12. Shall at the close of the term in office: submit all books to be an audited by Texas CattleWomen's Auditing CommitteeC committee appointed by the incoming President and shall turn them over with the funds to her successor.
13. ~~Shall send copies of membership lists as received to the President, Corresponding Secretary, and the Membership Chair~~
14. Shall, ~~at the discretion of the President,~~ see that the proper IRS, and State of Texas Charter forms and Periodic Report of a Non-Profit Corporation are completed and filed with the appropriate agency
15. Shall pay affiliation dues to appropriate organizations

Comment [ew7]: moved to 3rd VP- membership

H. CORRESPONDING SECRETARY ~~-----~~ Duties are:

1. Shall be responsible for compiling, printing, posting on TCW website and sending the newsletter to the general membership
2. Shall be responsible for compiling, printing, and distributing of TCW Directory to Executive Committee, BOD, and State Committee Chairmen in January of each year.
3. ~~2-~~ Shall assist the President with ~~the meeting agendas and any/all~~ correspondence
3. ~~Shall send list of Local Officers and committee chairmen to State officers and committee Chairmen~~

Comment [ew8]: Deleted this item- see #2

Article V - Executive Committee

- A. The Executive Committee shall be composed of President, First Vice President, Second Vice President, Third Vice President, Fourth Vice President, Recording Secretary, Treasurer, Corresponding Secretary, and two (2) members-at large ~~from the Board of Directors.~~ The immediate Past President shall serve on the Executive Committee Ex-officio.
- B. The Executive ~~C~~committee shall approve all appointments of the President to include the Parliamentarian, Historian, and Standing Committee Chairmen.
- C. ~~There shall be at least one joint Executive committee meeting prior to January 4.~~
- D. Any member of the Executive Committee absent two (2) consecutive meetings without adequate excuse and prior notification to the President shall be replaced at the discretion and approval of the remaining members of the Executive Committee from the current Board of Directors.
- E. The Executive Committee

1. Shall meet as necessary to conduct the business of Texas CattleWomen, Inc.
2. Shall conduct business of the organization membership between meetings
3. The President shall present an Executive Committee report and recommendations, if any, at the Board of Directors and General Membership meetings
4. ~~The Shall~~~~The committee shall~~ disseminate information to the Local Chapters from the State and National organizations in a timely manner
5. Shall pProvide incentive and encouragement to Local Chapters
6. Shall cConsider all recommendations from Local Chapters
7. Shall aApprove special committee chairmen appointments as presented by the President
8. Shall set State policy.

ARTICLE VI - BOARD OF DIRECTORS

A. The Board of Directors shall be composed of:

1. State officers
2. Presidents of each Local Chapter (any local official appointed by her president may ~~be~~ serve as ~~her~~anher alternate) in the absence of the President)
3. Parliamentarian
4. Historian
5. Chairmen of Standing and Special committees.

B. The Board of Directors shall perform such duties as may be assigned to it by the membership

1. ~~Shall formulate plans, determine purpose and procedures for the organization each year~~Each member should coordinate with each State Officer and/or Committee Chairman in implementing plans, programs and activities for each year.
2. ~~Shall determine the quantity of sales items handled by CattleWomen~~

Comment [ew9]: More appropriate for the policy and procedure manual, not bylaws

C. A majority vote of those present shall be necessary to transact business. However, no member shall have more than one vote, even though she may hold more than one office position.

D. Board of Directors will meet at the discretion of the Executive Committee, but a minimum of one time a year.

E. Be a member of American National CattleWomen, Inc.

ARTICLE VII -COMMITTEES

A. Standing Committees may be created by the Executive Committee as necessary to carry out the work of the association.

B. Committee Chairmen selected by ~~president~~the President with approval of Executive Committee may include:

1. FINANCE AND BUDGET (~~including ways, means and means~~)

- a. Shall prepare and submit a proposed budget to the membership for adoption at the Fall Meeting.

Comment [ew10]: Add Ways & Means as a separate committee

2. WAYS AND MEANS

- a. ~~Shall plan and develop projects to be undertaken for monetary gain.~~ Shall determine fundraisers and present to Executive Committee for approval

3. EDUCATION

- a. Shall disseminate materials and information to all locals and appropriate committees
- b. Shall implement local and statewide programs budgeted for and approved by Executive Committee to promote the acceptance-acknowledgment of BEEF as a healthy food beneficial part of a daily diet.
- c. Sub-committees and/or special committees designated by the President that fall under the Education Committee shall coordinate programs with all TCW locals as budgeted and approved by the Executive Committee. Ag in the classroom is a subcommittee having a separate chairman.

4. LEGISLATIVE CHAIR PERSON

- a. Shall assemble and develop current and pertinent information and materials that assist the membership to communicate with government officials and departments
- b. Direct the distribution of such materials to membership
- c. Shall inform TCW members of legislative activities, not act as a legislative agent of TCW unless instructed to do so by the Executive Committee
- d. Have a working knowledge of the legislative process, both state and national.
- e. Shall develop and maintain an electronic legislative alert list of TCW membership and use it as deemed necessary

5. BY-LAWS

- a. Shall consist of three members who review the State By-Laws annually
- b. Shall submit amendments recommendations to the Executive Committee.
- c. Shall communicate with Local Presidents to ensure their By-Laws are up to date and consistent with TCW By-Laws where appropriate. ~~receive and review the bylaws of all Texas Locals, notifying locals of any needed changes to conform to State Bylaws.~~

56. BEEF PROMOTION

- a. Shall plan and initiate activities as budgeted and approved by the Executive Committee to increase the consumption of BEEF
- b. Sub-committees and/or special committees designated by the President that fall under the Beef Promotion Committee shall coordinate programs with all TCW locals as budgeted and approved by the Executive Committee. Ag Day, Beef for Father's Day, Beef Gift Certificates, Beef Cook Off, Special projects and Texas Beef Council Special Projects shall be special committees having separate chairmen with all locals submitting reports on their results of these activities in their area.

Comment [ew11]: These specifics should be in the policy & procedure manual

67. MEMBERSHIP

- a. Shall have the duty to seek new members
- b. Shall encourage old non-renewing members to rejoin
- c. Shall assist in the formation of new locals in areas where none exist and communicate with each local during the year to assist them as necessary
- d. Shall act as collegiate liaison
- e. Sub-committees and/or special committees designated by the President that fall under the Membership Committee shall coordinate programs with all TCW locals as budgeted and approved by the Executive Committee

78. PUBLIC RELATIONS & PUBLICITY

- a. Shall be responsible for State charitable projects, ~~and~~ special awards and gifts as budgeted and approved by Executive Committee
- b. Wherever possible, ~~it~~ shall provide publicity for Texas CattleWomen and assist each local with publicity campaigns

c. Sub-committees and/or special committees designated by the President that fall under the Public Relations & Promotion Committee shall coordinate programs with all TCW locals as budgeted and approved by the Executive Committee

8.9 SPECIAL COMMITTEES

- a. May be designated according to necessity by the Executive committee
- ~~b. These committees may include:~~
 - ~~1. Communications & Internal Affairs~~
 - ~~2. Animal Care~~
 - ~~3. Convention Chairman~~
 - ~~4. Credentials~~
 - ~~5. Scholarship~~
 - ~~6. Scholarship & Tracking~~
 - ~~7. Cattlemen's Beef Board Representative~~

ARTICLE VIII- MEETINGS & VOTING

- A. The Annual Meeting shall be held in the Fall (State Officers will be elected at this meeting).
- B. One other general meeting shall be held in the Spring (the Nominating Committee of seven (7) members shall be elected at this meeting).
- C. Two-thirds (2/3) of voting members present shall constitute a quorum of members
- D. A majority is more than half the votes cast by the voting members present.

ARTICLE IX - REPRESENTATION

- ~~AE.~~ The voting body of any convention or TCW meeting shall consist of the members in good standing of Texas CattleWomen, Inc.
- ~~BF.~~ No member shall have more than one vote.
- ~~CG.~~ There will be no proxy votes.

ARTICLE IX - NOMINATING COMMITTEE

- A. The Nominating Committee elected at the Spring Mmeeting shall be composed of seven (7) members with no more than one (1) member from any Local Chapter.
- B. Nominees must have given prior consent in writing or be present to give consent and be members in good standing of Texas CattleWomen, Inc.

Comment [ew12]: Delete this heading and move the content to previous Article

C. Members are elected for a one (1) year term and may not serve more than two (2) consecutive terms.

D. Nominating Committee chairman or her appointee shall preside over the election of officers at Fall Convention.

- ~~1. Local Presidents shall submit their chapter's recommendations for State officers by September 1~~
- ~~2. The recommendations must be accompanied by each candidate's qualifications and a letter of consent~~
- ~~3. Recommendations submitted by any State CattleWoman should be considered by the Nominating Committee~~
- ~~4. Should a nominee be unable to run for office, the Nominating Committee shall select a replacement.~~

ARTICLE X- OFFICER NOMINATIONS

A. Local Presidents shall submit their Local's recommendations on the appropriate form (see Procedure's Manual) for State officers by September 1.

B. All officer recommendations must be accompanied by each candidate's qualifications and a letter of consent

C. Recommendations submitted by any member of Texas CattleWomen, Inc. shall be considered by the Nominating Committee

D. Should a nominee be unable to run for office, the Nominating Committee shall select an alternate, following the same qualifications and process prior to the election.

Comment [ew13]: Delete these 4- they pertain to officer nominations, not the nominating committee. Create new Article to specifically address Officer Nominations and include these

ARTICLE XI - ELECTION

~~A. The Executive Committee shall appoint an Election Committee of not fewer than three (3) members.~~

~~1-A. The chairman of the Election Nominating Committee or her appointee shall handle all procedures pertaining to the election and shall make a report of the election results to the membership.~~

~~2. Shall make a report of the election results to the membership.~~

Comment [ew14]: Delete- combined with previous

B. Nominations from the floor may be made during the general meeting. Such nominations must conform to the same rules as nominations presented by the Nominating committee.

C. Officers shall be elected by a majority vote

1. Vote will be taken Viva Voce, if only one (1) candidate is nominated for an office
2. Elections shall be by ballot, if there are two (2) or more candidates nominated for the same office

3. In the event no candidate receives a majority vote, a second ballot will be taken on the two candidates receiving the highest number of votes on the first ballot.

ARTICLE XII- AMENDMENTS

- A. The Articles of the Constitution or Bylaws may be amended at the ~~Annual~~ Fall or Spring meeting provided:
 1. The Amendment has been approved by the Executive Committee
 2. The membership has been notified in writing thirty (30) days prior to a vote on change in amendment
 3. The amendment is brought before and passed by the General Membership at the open meeting in the Spring or Fall.
- B. A majority vote is required to adopt the constitution of an organization.
- C. A two thirds (2/3) vote of the voting members present and voting is required to amend the constitution or bylaws.

ARTICLE XIII - LOCAL CHAPTERS

- A. Membership of a local shall consist of Texas CattleWomen in good standing who join together in any give locality.
- B. A new local shall be certified by the TCW Executive Committee once their Constitution and Bylaws are approved, officers are elected and names submitted to TCW, dues are paid and a membership list submitted.
- BC. Organization and local dues shall be determined within the Local group. The only requirement shall be that the regulations and purposes be consistent with the Constitution and Bylaws of the Texas CattleWomen-,Inc.
- CD. Constitution and Bylaws revisions for all Local Chapters shall be filed with the current State Bylaws Chairman.
- DE. Names of Local Officerss and Committee Chairmen for the coming calendar year shall be sent to the State Corresponding Secretary no later than October 31st.
- EF. All local projects shall be self-supporting
- FG. No local groups may be formed as a branch of another local group, only as a Chapter of the State Organization.
- H. If a Local is ever liquidated, the Local shall distribute assets according to their bylaws, another local, or TCW. If the Local decides to turn over assets to TCW,

any funds shall be deposited into the General Fund unless otherwise designated by the liquidated Local.

ARTICLE XIV - PARLIAMENTARY AUTHORITY

Roberts Rules of Order shall govern all matters not covered in the Bylaws of the Texas CattleWomen, Inc.

STANDING RULES

1. Each Local President is responsible for sending pictures and news clippings to the State ~~and National~~ Historian by November 15th of each year.
2. Local Presidents shall ~~send-submit~~ written reports upon request by current TCW President for presentation and distribution at various meetings. ~~to the Communication of Internal Affairs Chairman by September 30 for presentation at the Annual Meeting in the Fall. These reports cover activities from October 1 through September 30.~~
3. The President (or the First Vice President, if President is unable) shall attend the Mid-Year Meeting of the General Council of American National CattleWomen, Inc., usually in Denver, Colorado.
4. A Member of Texas Cattlewomen, Inc. shall be honored at the annual-Fall meeting ~~in the Fall~~ as Texas CattleWoman of the Year. Nominations for the honor are to be made by Locals or individuals ~~before October 1 each year~~ prior to the deadline set by chairman of the CWOY committee. Judges for the award shall consist of a committee of five (5) members, appointed by the President and composed of three (3) CattleWomen and two (2) members outside the organization, with the Cattle Industry to be represented.
5. A Member of Texas Cattlewomen, Inc. shall be honored each year with a Texas CattleWomen Lifetime Achievement award. Nominations for the honor are to be made by Locals or individuals prior to the deadline set by chairman of the Lifetime Achievement Committee. Judges for the award shall consist of a committee of five (3) members, appointed by the President and chaired by Texas CattleWoman of the Year.
56. The ~~State Officers-TCW Executive Committee~~ shall be reimbursed for correspondence, telephone calls, and gasoline-mileage for Texas Cattlewomen business upon approval of the TCW Executive Committee.

7. State Committee chairmen shall submit their proposed expenses to the Budget Committee by the requested deadline. ~~October 4.~~ All expenses for reimbursement by State Committee chairmen must be part of the approved budget or approved separately by the Executive Committee prior to reimbursement.

~~8.~~ All sales items, as budgeted and approved by TCW Executive Committee, pre-purchased for the State Organization shall be paid for at the time of purchase.

~~7. It shall be the policy of the Texas Cattlewomen to lend its influence to the initiation, support or defeat of National and State-wide Legislation that is directly related to the objective of the organization.~~

Comment [ew15]: Strike this entirely and replace with #9.

9. TCW's policy is to inform its members so they may make their own decisions on National and State legislation. No one individual may use the TCW logo or represent themselves as a legislative representative of TCW unless elected by TCW membership or appointed by TCW President in this capacity.

~~8. All CattleWomen Locals are expected to participate in the Beef for Father's Day campaign.~~

~~9. The Regional Workshop Program shall be a State Program. The President shall appoint a Chairman each year and that Chairman will be responsible for, but not limited to, workshops at the annual Spring meeting.~~

10. All gold or gold-plated Texas CattleWomen, Inc. jewelry shall be reserved only for past State Presidents and special state-Texas CattleWomen awards as budgeted and approved by TCW Executive Committee.

11. Honorary Membership to Texas CattleWomen may be conferred to others, as the Executive Committee shall determine.

1. They shall pay no dues
2. Shall have no voting privileges and may not hold office ~~except if they are members in good standing.~~

12. Encourage all members to join American National CattleWomen, Inc.

13. The TCW Directory shall include information of interest, Contact Information of State, and Local Officers, and TCW Members. All information contained in the Directory shall not be sold or used for third party distribution.

14. TCW shall maintain an organizational website. ~~have an Internet site dedicated to the Beef Industry and Internal Affairs.~~

15. The President and Treasurer shall be designated as signatories for Texas CattleWomen, [Inc.](#) in all legal matters.

TEXAS
CATTLEWOMEN
SCHOLARSHIP FUND
CONSTITUTION AND
BYLAWS

TEXAS CATTLEWOMEN SCHOLARSHIP FUND CONSTITUTION

ARTICLE I – Name

The name of the fund shall be the Texas CattleWomen, Inc. Scholarship Fund, hereinafter referred to as the Fund.

ARTICLE II – Purpose

The Fund is established exclusively for charitable purposes, namely providing educational scholarships.

ARTICLE III – Administration

The Fund shall be administered by a Scholarship Committee, subject to the approval of Texas CattleWomen, Inc., with the state treasurer managing the account.

ARTICLE IV – Profit and Compensation

No part of the monies placed in the Fund shall insure to the benefit of, or be distributed to the members, officers, or chairmen of the Texas CattleWomen Scholarship Committee and or Texas CattleWomen, Inc., or to other private persons except that the monies from the Fund may be used to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purpose set forth in Article II. The Fund will not be used to influence legislation or carry on political or any other activities not permitted by a fund exempt from Federal Income Tax under section 501C3 of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or by a fund, contributions to which are deductible under section 170C2 of the same code.

ARTICLE V – Dissolution

Upon dissolution of the Fund, the Texas CattleWomen Scholarship Committee shall, after paying or making provision for the payment of all of the liabilities of the Scholarship Fund, dispose of all assets of the Fund exclusively for the purposes of the Fund in such manner, or to such organization or organizations organized exclusively for charitable, educational, religious or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501C3 of the Internal Revenue Code of 1954 (or corresponding provisions of any future United States Internal Revenue Law) as the Scholarship Committee shall determine.

BYLAWS

ARTICLE I – Finances

Section A: 1) The source of money for the Fund shall be \$2 from every membership paid to the Texas CattleWomen, Inc. 2) Donations shall be sought from Local CattleWomen Chapters, individual members of Texas CattleWomen, Inc., and other private individuals and groups. 3) Donations made as memorials and honorariums shall be included.

Section B: Texas CattleWomen, Inc., shall make up, from its general treasury, any deficit that may exist between obligations of the Texas CattleWomen Scholarship Program and the amount of money available to it from the Fund account.

Section C: The monies of the Fund shall be held in an interest bearing account until needed.

Section D: The amount of money from the Fund that shall go into scholarships and the number of scholarships awarded shall be subject to the approval of the General Membership of the Texas CattleWomen, Inc.

Section E: An annual sum to be approved by the General Membership of Texas CattleWomen, Inc. and taken from the Fund, shall be provided to the Scholarship Committee for expenses incurred in the furtherance of the purpose of the fund.

ARTICLE II – Scholarship Committee

Section A: 1) The composition of the Texas CattleWomen Scholarship Committee, hereinafter referred to as the Committee, shall be comprised of at least seven (7) members of Texas CattleWomen, Inc., in good standing and shall be appointed annually by the President of Texas CattleWomen, Inc. with the approval of the Executive Committee of the same. 2) No member shall serve more than three years consecutively on the Committee.

Section B: The Committee shall be responsible for the following:

1. Actively soliciting donations to the Fund.
2. Contacting the colleges and universities involved with the Scholarship Program.
3. Selecting final scholarship winners.
4. Total action between the recipients of the scholarships and the General Membership of Texas CattleWomen, Inc. (including the elected officers and appointed chairmen).

ARTICLE III – Recipients

Section A: No applicant for a scholarship funded by money from the Fund shall be denied said scholarship because of race, sex, color, national or ethnic origin.

Section B: The scholarship payment shall be paid to the recipient through the registrar's office of the college or university that he or she shall be attending. If for some reason a recipient shall not be returning to school for the term when the scholarship is to commence, the funds awarded shall be returned to the Fund.

Section C: Use of the funds awarded to the recipient shall not be limited exclusively to tuition and books but may be used for expenses arising out of the recipient's enrollment in a college or university.

Article IV – Additional Designated Scholarships

Section A: Family members and friends may initiate a scholarship in memory of a CattleWoman with a specified monetary donation to the Texas CattleWomen Scholarship Fund.

Section B: A Texas CattleWomen member may institute funds in her will to endow a scholarship for Texas CattleWomen to administer, either specified or other.

Section C: Organizations and/or businesses may initiate a scholarship or internship to commemorate an idea or event by donating a specified sum to the Texas CattleWomen Scholarship fund under this designation.

Section D: Scholarships to honor/memorialize members, ideas, or special events will be acceptable if they fulfill these certain criteria.

1. Must promote the cattle industry
2. Must set standards and goals for recipient
3. May be offered yearly or once only according to available funds

Section E: Follow up donations to these funds will be accepted as designated

Article V - Amendments

Section A: The articles of the Constitution and Bylaws may be amended when:

1. The amendment has been approved by the Executive Committee of Texas CattleWomen, Inc.
2. The membership has been notified in writing thirty (30) days prior to change in amendment.
3. The amendment is brought before and passed by the General Membership of Texas CattleWomen, Inc.

Section B: A two-thirds (2/3) vote of those present and entitled to vote is required to amend the Constitution or Bylaws.

STANDING RULES

1. Procedures

- a) The Scholarship Committee shall contact the Dean(s) or other administration of the appropriate department of each college or university of the availability of the scholarships. The Committee shall provide the Dean(s) with applications, lists of requirements and other materials pertaining to the scholarships.
- b) The Dean(s) shall be asked to inform the students in the appropriate department(s) of the scholarships and to take applications from the same.
- c) The Dean(s) and the school's scholarship committee(s) shall be asked to screen the applications and to select one to submit to the Texas CattleWomen Scholarship Committee to represent their school.
- d) The Scholarship Committee shall meet prior to the Fall Convention of Texas CattleWomen, Inc. to select the recipient and alternate recipient in each category of scholarships being offered and the recipients shall be presented a check for the amount of the scholarship award at the Annual Convention of Texas CattleWomen, Inc.

2. Eligibility

- a) Classification: Sophomore through Senior level student enrolled in a four year publicly funded or private college, or university in Texas.
- b) Residence: Must have graduated from a Texas High School or equivalent in Texas.
- c) Majors (or their equivalent): 1) Foods and Nutrition, 2) Agricultural Communications, 3) Hotel & Restaurant Management.
- d) Grade point average of 3.0 or better.
- e) Evidence of potential for continuing education.
- f) Financial need.

- g) Evidence of being a well-balanced individual, considering physical, mental and social development. Must have a pleasing personality and the ability to relate well with others. Must have high moral standards.
- h) Must have interest in and will support production and consumption of beef.
- i) Participation in student activities and evidence of leadership qualities.

3. Records

- a) The treasurer of Texas CattleWomen, Inc. shall be responsible for establishing a separate account for the Fund and for keeping all records pertaining thereto.
- b) The treasurer shall be responsible for all deposits and withdrawals and for accounting to the Committee and the General Membership of Texas CattleWomen, Inc.
- c) The records and the account shall be audited annually by the Texas Cattlewomen Audit Committee.
- d) The Texas CattleWomen Scholarship Chairwoman shall retain appropriate records of the winners.

- 1. Designated scholarships will be administered by scholarship committee following procedures specified.

*Rules and Regulations would be attached here but can be changed/added to etc. without vote. These rules and regulations can be added at a later date.

Texas CattleWomen / Ivomec® Generations of Excellence Scholarship Rules

For full application and deadlines for the current year please refer to www.texas cattlewomen.org/txcattlewomen.org.

All applicants must come from an agricultural background in the beef industry and be returning to the beef industry after graduation.

College level, junior or above, including graduate students.

Grade point average of at least 2.5 or higher must have been maintained.

The Texas CattleWomen / Ivomec® Generations of Excellence Scholarship will be awarded to students seeking a degree in a "beef" or "beef industry related" study.

Applicant must be a resident of the state of Texas and a graduate of a Texas High School or the equivalent thereof.

Complete application and include a copy of most recent transcript with GPA.

Winners will be presented their scholarships by the Texas CattleWomen.

Scholarship awards will be paid through the winner's college or university.

IVOMECE® Generations of Excellence Intern Program

*Sponsored by **Texas CattleWomen & Merial Limited***

Rules and Regulations

1. Texas CattleWomen and Merial Limited will pay \$1,000 for a minimum of six weeks of intern employment, or 240 hours [at a business/agency located in Texas.](#)
2. Intern must be a junior, senior or graduate classification, and must be majoring in an agricultural related field at a Texas College or University.
3. Intern must come from a beef cattle background, and [will be returninghave plans to returnreturning](#) directly to the beef cattle industry.
4. Intern must have a grade point of 2.5 or higher. (cont.)

5. The intern must have a minimum of six weeks or 240 hours of employment.
6. The intern must attend at least one approved Texas CattleWomen function to report on intern experiences. [Upon request, submit an article/report for the TCW newsletter.](#)
7. Students who participate in the internship must take the initiative to inquire about probable internships, interview for the position, and sign a provided agreement. [TCW will not assist the student in obtaining a qualified internship.](#)
8. The employment must be with a business/agency in Texas that is directly involved in the beef cattle industry. Some of those businesses include:
 - Cow/calf operation
 - Stocker calf operation
 - Feedlot operation
 - Veterinary clinic for large animals
 - Feed Store
 - Any business approved by Internship Coordinator
9. Interns must not be employed by an intern's family member, or within the intern's hometown or county.
10. Internship is not for an experience that has occurred in the past.
11. Some internship experiences are available in organizations where compensation is available. However, the supervising organization and the intern will make these arrangements.
12. Interns may receive college credit, but that will be between the intern and the college.
13. Application is due ~~in~~ May [1st](#) to the intern coordinator.
14. Intern will be paid \$1000.00 at the end of fifth week or 200 hours of completed employment.
15. Intern employment must be completed by September [of the year the award is made.](#)

Responsibilities

The Student

1. Develop job/intern search strategy and skills.
2. Arrange and schedule interview.
3. Commit to internship.
4. Submit all Texas CattleWomen forms by appropriate deadline.
5. Complete job responsibilities.
6. Conform with the expectations of the cooperating business.
7. Comply with the employer confidentiality and work ethics.
8. Attend an approved Texas CattleWomen function to report on internship. [Upon request, submit an article/report for the TCW newsletter.](#)
9. Fill out and return student evaluation form [upon request by TCW.](#)

Cooperating Business Supervisor

1. When agency selects a participant for the intern program, it is expected to provide a variety of educational experiences for the intern.
2. The Agency should assign an individual to provide supervision for the intern and provide supervision.
3. The supervising agency may provide compensation to the intern to be agreed upon by the agency and the intern.
4. Fill out and return evaluation to Texas CattleWomen Intern Coordinator.

TEXAS CATTLEWOMEN / PAT GROTE MEMORIAL SCHOLARSHIP

Rules & Regulations:

1. Student must be a graduating senior from a Texas High School or the equivalent thereof.
2. Student must attend an agricultural related program at a Texas College or University.

3. Applicant must prepare an essay (up to 500 words) to include background, interest in and willingness to support the production and consumption of beef, along with plans to make an impact in the future. (cont.)
4. The following must be attached to the application: official high school transcript; resume including educational and work experiences, awards and honors, and other activities; three letters of recommendation.
5. Applications are due to the Scholarship Chair (check web site for current deadline and contact) and applicant must include 5 copies of said application.
6. The Texas Cattlemen Scholarship Committee may award an additional high school scholarship of \$500 from the Texas Cattlemen Scholarship Fund at their discretion from the Pat Grote Scholarship applicants.

**PLEASE CHECK THE TEXAS CATTLEWOMEN WEB SITE FOR THE MOST
CURRENT AND UP-TO-DATE SCHOLARSHIP INFORMATION:
WWW.TEXASCATTLEWOMEN.ORGTXCATTLEWOMEN.ORG**