

Alfred University

Alumni Association Constitution

Article I – Name

Section 1. *Name* – The name of the Association shall be the Alfred University Alumni Association.

Article II – Purpose

Section 1. *Purpose* – The purpose of the Alfred University Alumni Association is to provide the means for a continuing relationship between the University and alumni. The Association endeavors to foster a deep concern among its members for the welfare of the University, which is made manifest through a commitment to provide service to the institution, alumni and students.

Members of the Association will work to preserve and enhance the history and traditions of Alfred University, contribute toward maintaining Alfred University in keeping with the aims and ideals of its charter, help attract outstanding students to the University, assist the career development of students and fellow alumni, encourage gifts of financial support to the University, provide for the recognition of outstanding alumni and friends of the University; and assist with the planning and implementation of alumni and student programs.

Article III – Membership

Section 1. *Members* – Individuals who have completed at least two semesters at the undergraduate or graduate level at Alfred University, recipients of Honorary degrees and Honorary Alumni/ae, and all individuals who were members of the Association prior to the adoption of this constitution, shall be members.

Article IV – Meetings

Section 1. *Meetings* – The Alumni Association shall meet at least once a year. Such meetings shall be open to all members of the Association. Where possible, this meeting shall coincide with Alumni Reunion weekend in the Summer.

Article V – Officers

Section 1. *Officers* – The officers of the Association shall include a President, 1st Vice President, 2nd Vice President, Secretary, and Treasurer, each of which will be elected as provided in the By-laws.

Section 2. *Terms of Office* – The terms of office for Officers shall be three years, commencing immediately following their election. Officers may be re-elected for a second consecutive term. Officers must step down from office for one full year after being elected and serving for two full terms in succession. Officers shall be eligible to be selected as an Appointed Member by the Council immediately following their term of service.

Article VI – Alumni Council

Section 1. *Purpose* – The Alumni Council, is the governing and working body of the Alumni Association.

- Section 2. *Membership* – the Alfred University Alumni Council shall be composed of the following:
- a. *Appointed Members* - Up to twenty-one Appointed Members whose term of office shall be three years, commencing immediately upon their appointment.
 - b. *Officers* – The President, 1st Vice President, 2nd Vice President, Secretary, and Treasurer of the Association.
 - c. *Archivist* – The individual holding the position of Archivist of Alfred University shall be a permanent member of the Alumni Council if such individual is an Alfred Alumnus/a.
 - d. *Ex Officio Members* – The immediate past President of the Alumni Association and the current President of the Student Alumni Association shall be *Ex Officio* members of the Council.
 - e. *Alumni-Elected Trustees* – The Alumni/ae serving as Alumni-Elected Trustees shall be members of the Alumni Council during their tenure in such position.
- Section 3. *Nominations* –The Alumni Council will nominate candidates for appointment to Council and shall select candidates for the Alumni Elected Trustee in accordance with the Rules set forth in the By-laws of the Association. Before certification of the nominees for Council, the candidates shall have given consent to their nomination and will have been advised of their duties and responsibilities in the event they are selected.
- Section 4. *Terms of Membership* – The terms of office for appointed members shall be three years, commencing immediately upon their appointment. Members may be appointed for a second consecutive term. Members must step down for one full year after being appointed and serving for two full terms in succession. Terms of office shall be staggered such that the terms of one third of the appointed members of the Council shall expire each year.
- Section 5. *Meetings* – Meetings of the Alumni Council shall occur in the fall, winter and summer. The fall and summer meetings shall coincide with the University's Alumni Weekends respectively.
- Section 6. *Duties* – The Council shall manage, direct, control and administer the property, affairs, and business of the Association as provided by such By-laws as may be enacted by it; shall be responsible for all financial matters of the Association; shall elect its officers; shall nominate and appoint its members; shall select Alumni Elected Trustees and shall act for and on behalf of the Association in all matters within the jurisdiction of the Council.
- Section 7. *Special Meetings* – A special meeting of the Council may be held if a call for such a meeting, stating its purpose, is made by the President of the Association or is requested by one third of the members of the Alumni Council. All Council members must be notified in writing twenty days prior to any special meeting.
- Section 8. *Quorum* – Those present shall constitute a quorum, but must number at least seven Council members.
- Section 9. *Committees* – The Standing Committees of the Council shall be those outlined in the Bylaws, and chaired by those Council Officers as stipulated in the Bylaws of this Association. The President, by and with the advice and consent of the Council, shall create such committees as necessary for conducting the business of this Association.
- Section 10. *Vacancies* – Vacancies that occur during the terms of office of members of the Council shall be filled by Council's appointment of successors to serve the unexpired terms of such offices. Individuals appointed to fill vacancies must

complete their predecessor's term and may then be eligible for two consecutive terms of their own.

- Section 11. *Commitment* – An active participation in the Council, at and between meetings, is required of all members. Any member who fails to attend at least one meeting in a calendar year shall be considered inactive and therefore to have vacated their position. With the guidance of the President, the Council will respect financial, family, and professional considerations in the determination of vacancies.

Article VII – Bylaws

- Section 1. *Bylaws* – At any meeting of the Council, the Council may, by a majority vote of all Alumni Council members, adopt such Bylaws as are not inconsistent with this constitution.

Article VIII – Amendments

- Section 1. *Amendments* - Amendments to the Constitution of the Association shall be made only at regular meetings of the Council by a majority vote of all Alumni Council members. Written notice of any amendments shall be sent to all Council members at least twenty days prior to the regular meeting.