

**TROY UNIVERSITY**  
**ALUMNI ASSOCIATION**  
**CONSTITUTION**

**PREAMBLE**

We the alumni of Troy University do hereby form ourselves into the Troy University Alumni Association and establish this Constitution for the purpose of governing the Association.

**Article I - Name**

The name of this Association shall be the “Troy University Alumni Association.”

**Article II - Purposes and Objectives**

The purposes and objectives of this Association shall be as follows:

- a. To support the Chancellor, Board of Trustees, Administration, Faculty, Staff and Student Body of Troy University;
- b. To promote the interest of Troy University alumni and their continuing post-academic enrichment;
- c. To promote mutually beneficial relations between the University and its alumni;
- d. To promote continuing alumni interest and loyalty to Troy University through programs, services and merchandise;
- e. To assist in the recruitment of outstanding students for Troy University;
- f. To endeavor to provide scholarships for students at Troy University.

### **Article III - Membership**

This Association shall consist of the following classes of members:

#### **Section 1.** Membership.

(a) Alumni: All graduates of Troy University or former students who were enrolled at Troy University.

(b) Associate/Friend: Individuals who have never attended Troy University but have expressed an interest in supporting the University and the Association and have met the requirements in Section 2 below are eligible for membership.

#### **Section 2.** Active Membership.

(a) Annual Membership status shall be held by any member who annually contributes \$25.00 to the Troy University Alumni Association and/or who is a dues-paying member of any chartered chapter of the Troy University Alumni Association.

(b) Lifetime Membership status shall be held by any member who has contributed \$500.00 (\$750.00 for a couple) in a one time contribution. Additionally, a lifetime member shall be given membership privileges to his/her local alumni chapter.

(c) Honorary Membership. The Board of Directors may confer Honorary Membership in this Association in recognition of outstanding service to Troy University or the Troy University Alumni Association.

### **Article IV - Membership Privileges**

**Section 1.** Active Members of the Association shall have the following privileges:

- a. To vote at all Association meetings;
- b. To receive a membership card and decal;
- c. To seek and hold office on the Board of Directors;
- d. To receive special mailings, emails, notices, publications, and advance notice of special programs;
- e. To receive other considerations as may be offered or arranged by the Board of Directors and/or the Executive Director.

Section 2. Active Members of the Association shall receive notices of all meetings of the membership and publications of the Association, and shall have the privilege of voting at all meetings of the membership.

## **Article V - Management**

Section 1. Board of Directors. The management of this Association shall be vested in a Board of Directors chosen and elected as provided in Article VII. The Board shall ordinarily consist of seventeen (17) members.

Section 2. Executive Committee. During the intervals between meetings of the Board of Directors, the affairs of the Association shall be managed by an Executive Committee empowered to transact business for the Association. The Executive Committee shall consist of the President, Vice President, Treasurer, Immediate Past President, and Executive Director. In addition to the above, the President may appoint other board members at his/her discretion. The Chancellor of Troy University shall be an ex-officio member of the Executive Committee. All actions of the Executive Committee shall be subject to review by the Board of Directors.

Section 3. Executive Director. The Director of Alumni Affairs of Troy University shall serve as Executive Director of the Board in an ex-officio, non-voting capacity. All actions of the Board of Directors shall be subject to review by the general membership of the Association.

Section 4. Secretary. The secretary shall be the administrative assistant to the Director of Alumni Affairs.

### **Article VI - Officers**

The officers of the Board of Directors shall consist of a President, Vice President, and Treasurer.

Section 1. President. The President shall preside at all meetings of the Association, its Board of Directors, and the Executive Committee. The President shall appoint all committees of the Association and of the Board of Directors.

Section 2. Vice President. The Vice President shall serve as President in case of the President's absence. In the event the President's office is vacated by reason of death, disability, resignation or other cause, the Vice President shall complete the term of the President.

Section 3. Treasurer. The Treasurer shall be the Association's liaison with the Troy University Foundation, the Foundation having the fiduciary responsibility for safeguarding the assets of the Association.

### **Article VII - Nominations and Elections**

Section 1. The President, Vice President, and Treasurer of the Board of Directors shall be elected by the Board from its membership. These officers shall serve a two (2) year term or until their successors have been duly qualified and elected.

Section 2. Directors shall be nominated and ratified by the Board. They will serve at the pleasure of the Board of Directors.

Section 3. The term of office of each member of the Board of Directors shall be four years, with staggered terms of no less than 25% of the Board rotating each year. Total length of service on the Board shall not be limited.

Section 4 . Nominations for the Board of Directors may be submitted by any Active Member of the Association by sending biographical data and other supportive materials to the Executive Director no later than September 1. Nominations from the membership at-large shall not be accepted after that date for that term.

Section 5 . The Board of Directors is empowered to appoint, on an interim basis, qualified persons to complete unfulfilled officer and/or director terms that become vacated. The Board shall operate on a calendar year.

### **Article VIII - Committees**

Section 1. The President shall appoint from the Board the following standing committees of at least three (3) members each: Nominations, Finance, Scholarship, Alumni of the Year Selection/Homecoming, By-laws, Membership, Fundraising and Chapter Development Committee.

Section 2. The Nomination Committee shall review the qualifications of nominees for each office and seat on the Board of Directors. It shall propose for approval by the Board of Directors, based on the pool of nominees, a slate of nominees for the positions to be filled.

Section 2. The Finance Committee shall review the records of all funds held by the Association or on its behalf by the Troy University Foundation and submit recommendations regarding the management and administration of said funds.

Section 3. The Scholarship Committee shall review the Association's scholarship program on a yearly basis and submit recommendations to the Board.

Section 4. The Alumni of the Year Selection/Homecoming Committee shall work with the Executive Director on the planning and execution of activities involving alumni during Homecoming week.

Section 5. The By Laws Committee shall maintain the Constitution of the Association.

Section 6. The Membership Committee will work to maintain insisting and promote new paid memberships to the Association and local chapters.

Section 7. The Fundraising Committee will continually explore new options to bring revenue to the Association and monitor existing programs for effectiveness..

Section 8. The Chapter Development Committee shall work with the Executive Director in promoting the development of local chapters of the Association.

Section 7. Special committees shall be those which the President of the Association deems necessary from time to time. They shall be composed of no fewer than three members appointed by the President.

## **Article IX - Meetings and Attendance**

Section 1. Meetings shall be called at the discretion of the President.

Section 2. There will, at a minimum, be four (4) scheduled meetings of the Board of Directors during each calendar year, as evenly spaced in time as practical.

Section 3. The Executive Committee shall meet at the request of the President.

Section 4. At all regular and special called meetings of the Board of Directors, a majority shall constitute a quorum in order to conduct any business. At all regular meetings of the Association, those present shall constitute a quorum.

Section 5. Unexcused absence of any Board Member from four (4) consecutive scheduled meetings will be considered a resignation by that member.

## **Article X - Alumni Chapters and Organizations**

Section 1. A local or organizational alumni chapter shall petition the Board for charter recognition. Local and organizational alumni chapters shall be established in accordance with the Troy University Alumni Membership Manual.

Section 2. If any requirements in the Membership Manual are in conflict with these by-laws, then the by-laws shall control.

Section 3. Dues-paying members of local chapters will automatically be considered active members of the Troy University Alumni Association, pursuant to Article III, Section 2. These chapters must provide a list of current dues paying members to the Association office when requested. An annual amount to be collected by the Association for each local dues paying member will be set by the Association Board of Directors and communicated to each chapter.

## **Article XI - Exculpation of Directors**

Section 1. No officer or director of this Association shall be liable to anyone for acts or omissions of the Association or its behalf, except for his or her own willful neglect or default.

Section 2. No officer or director of the Association shall be liable to anyone for any act of neglect or default on the part of one or more other officers or directors in the absence of specific knowledge on the part of such officer or director of such neglect or default, and knowledge that harm would or was likely to result there from.

Section 3. The Association shall defend and hold harmless each officer and director from all claims, actions and suits of every nature growing out of, or in any way arising in connection with, service as an officer or director of the Association except only for such person's willful neglect or default.

## **Article XII - Administration, By-Laws and Amendments**

Section 1. Robert's Rules of Order shall govern at all meetings of the Association and its Board of Directors.

Section 2. The fiscal year of the Association shall begin on October 1 each year unless otherwise established by the Board of Directors.

Section 3. To meet temporary conditions as they arise, By-laws may be adopted by the Board of Directors at any regularly called meeting. A majority vote of the Board of Directors at any regularly called meeting shall be sufficient to adopt By-laws.

Section 4. This Constitution may be amended by affirmative vote of two-thirds of the members who are present at any regular or duly called meeting of the general membership provided that the proposed changes are presented in writing to the Board of

Directors by submission to the Executive Director at least ninety (90) days prior to the general membership meeting.

**As Amended** \_\_\_\_\_, **2009.**

**ATTEST:**

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**President**  
Troy University Alumni Association

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**Executive Director**  
Troy University Alumni Association