ALUMNI BOARD CONSTITUTION

Article I — Name
The name of this body shall be the Goshen College Alumni Board.

Article II — Statement of Purpose
The purpose of the board shall be to strengthen loyalty and friendships between Goshen College and the alumni; to encourage and monitor communication between the college and alumni; to advance the mission of the college by providing information to alumni that encourages active interest and support of the college in finances, advocacy, promotion and enrollment; and to design and plan services to alumni.

Article III — Membership
Section 1. The following groups shall be considered the board’s constituents: all graduates of Goshen College, all former students who have completed at least 24 credit hours of college credits, graduates of the former Elkhart Institute and the Goshen College Academy.

Section 2. Members of the Goshen College faculty and staff who do not meet the requirements of Section 1 above are constituents while they are employed by the college and following employment if they attain emeritus status.

Section 3. All alumni are eligible to hold offices.

Article IV — Organization and Election of the Alumni Board
The board shall be comprised of 15–23 members that represent the alumni body and shall be comprised of at least two officers, 6-14 other members from strategic geographic locations, three members-at-large, a representative of each of the three most recent graduating classes, and one adult degree completion grad.

a. Officers of the Alumni Association Board shall be the president, president-elect, secretary, and past president, when possible. The president shall serve a 2–3 year term. The president-elect shall serve a 1–2 year term. And the secretary shall serve a 2 year term. A member can only serve one term as president. The secretary, however, may serve multiple terms. Officers shall be approved by the board.

b. Two to four members shall be selected each year, each to serve a three-year term. The slate of nominees shall be prepared by the president of the board, with the assistance of the executive secretary. New members shall be ratified at the next board meeting or by other appropriate methods as needed.

c. One at-large member shall be appointed by the board each year, each to serve a three-year term.

d. A representative of the senior class shall be appointed each year by the officers of the association to serve a three-year term.

e. Ratification of new board members and officers shall take place annually by a majority of board members (a) at a board meeting, (b) by electronic communication, or (c) by another appropriate method.

f. A member of the board may serve only two consecutive terms.

g. In the event of a vacancy, the president, with the assistance of the executive secretary, shall appoint a new member to the board to complete the unexpired term. In the event an officer cannot finish out his her term, the board shall select a replacement.

h. The terms of board members shall start at the close of the fall board meeting in the year they are appointed and approved and shall continue to serve until the close of the fall meeting in the year their term expires.

i. An executive secretary shall serve ex-officio and shall be appointed by the administration of the college.

Article V — Duties of Board Members and Officers
Section 1. The Alumni Board shall determine the policies and have charge of the business affairs of the board.

Section 2. The president shall preside at all meetings of the board and chair the executive committee. The president shall have voting rights in case of tie. The president shall exercise general supervision over the affairs of the board. S/He, with the executive secretary, shall sign all official instruments issued by the alumni board and shall annually make a written report to alumni.

Section 3. The president-elect shall serve on the executive committee and perform the duties of the president in her/his absence and shall fulfill any other duties assigned by the alumni board.

Section 4. The secretary shall be responsible for the creation of board meeting minutes and their approval by the board. The secretary shall also serve on the executive committee.

Section 5. The executive secretary shall keep records of all proceedings of the board and shall, with the president, sign all official instruments issued by the board.

Article VI — Committees
Section 1. The alumni board will establish working committees appropriate to meet the needs of the board’s constituents.

Section 2. Each committee may, at its discretion, call on additional alumni to serve as members of the committee.

Section 3. The president and the executive secretary shall be ex-officio members of all committees.

Section 4. A committee may be dissolved by affirmative vote of a majority of the members of the alumni board voting.

Article VII — Meetings
Section 1. The Alumni Board shall meet at least twice annually, with one meeting immediately preceding Homecoming Weekend and the other meeting in the spring of the year. The Alumni Board shall meet at the request of the president or executive secretary or three members. Members shall be notified of the meetings not less than 30 days before the date of the meeting.

Section 2. A majority of members of the board, present either in person or by proxy, shall constitute a quorum.

Article VIII — Finances
Section 1. Members of the board are strongly urged to contribute annually to Goshen College, with priority to the GC Fund.

Section 2. All funds solicited by the college from alumni shall be accounted for, receipted, and reported to the Alumni Association by the college in the Goshen College Annual Report.

Article IX — Amendments
Section 1. This constitution may be amended upon a 90% affirmative vote by the members of the Alumni Board.

Section 2. Any alumni/us may make a request in writing that the Alumni Board consider amendment(s) to the constitution. Proposed amendments shall be submitted to the board for a vote. Copies of the constitution shall be available to anyone. Copies shall be kept in the Alumni Office and also available online.

Changes approved by Goshen College Alumni Board Mar. 8, 2014