



SCHOOL OF NURSING

University of Medicine & Dentistry of New Jersey

Constitution of the Alumni Association of the University of Medicine & Dentistry of New Jersey - School Of Nursing

ARTICLE I: NAME

The name of the Association shall be the: Alumni Association of the University of Medicine and Dentistry of New Jersey - School of Nursing.

ARTICLE II: OBJECTIVES

The objectives of this Association will be to:

- (1) further alumni interest and involvement with the UMDNJ-School of Nursing;
- (2) facilitate fellowship and ongoing education among its alumni; and
- (3) to promote the interests of the UMDNJ-School of Nursing.

ARTICLE III: MEMBERSHIP

Section I. Membership

The membership of this Association shall be composed of graduates of the UMDNJ- School of Nursing, honorary members, and ex-officio members.

Section II. Honorary Members

Honorary members of this Association shall be individuals who are named as such by the Executive Committee in recognition of their significant contributions which further the objectives of this Association. The Executive Committee may also name current students as Association Members to facilitate their service on Association boards and committees.

Section III. Ex-officio Members

Ex-officio members shall be UMDNJ-School of Nursing faculty, administrators, staff or other individuals who are not UMDNJ-School of Nursing alumni, but who further the objectives of this Association.

ARTICLE IV: ASSOCIATION GOVERNANCE

Section I. Board of Directors

The Association shall be governed by a 12-member board composed of six (6) Executive Officers and six (6) Directors. All members of the board shall have full and equal voting privileges, except for the President, who serves in an *ex officio* (non-voting) capacity. In cases where a vote is tied, the President shall cast the deciding vote. The Board is comprised of elected and appointed members serving either one-year or two-year terms, with some positions staggered to promote continuity of leadership. No member may hold more than one elected position at one time. The powers of the Board of Directors include:

- To perform all duties entrusted to Officers or Directors of an organization;
- To debate and determine Association policy;
- To oversee the Association's business and financial affairs;
- To provide strategic direction for the Association;
- To provide leadership for all Association activities and endeavors.

The Board of Directors is comprised of the following positions:

Executive Officers

- President (1-year term, ex-officio)
- Vice-President/President-Elect (1-year term)
- Secretary (2-year term)
- Treasurer (2-year term)
- Annual Fund Chair (2-year term)
- Immediate Past President (1-year term)

Directors

- Director (2-year term)
- Director (2-year term)
- Director (2-year term)
- Director (2-year term)
- Director (student member--Stratford Campus -- appointed by the UMDNJ-School of Nursing Student Government Association, 1-year term).
- Director (student member--Newark Campus -- appointed by the UMDNJ-School of Nursing Student Government Association, 1-year term).

Section II. Committees

Special Committees may be designated for particular functions by the President of this Association. Appointments to special committees shall be made by the President with the majority approval of the Board of Directors.

Section III. Budget

The budget for this Association shall be derived from member dues and donations made to this Association for the purpose of promoting its objectives. Dues shall be set by the Board of Directors, along with specific membership categories. Additionally, the budget may be supplemented through various fundraising activities conducted by this Association.

ARTICLE V: EXECUTIVE COMMITTEE

Section I. President

The President shall be the presiding Officer at all meetings of the Association and the Board. He/she shall be an ex-officio member of all committees except the Nominating Committee. The President, with the advice of the majority of the Executive Committee, shall have the power to fill any position that becomes vacant before the unexpired term. The term of office for the President is one-year.

Section II. Vice-President/President-Elect

The Vice-President/President-Elect shall perform all duties of the President during his or her absence or disability, and shall succeed to the Office of President in the event of the withdrawal or resignation of the President. The Vice-President/President-Elect shall succeed to the Office of President at the completion of the elected term of the President. The term of office for the Vice-President/President Elect is one-year.

Section III. Secretary

The Secretary shall keep a record of the proceedings of all meetings of the Association and the Board in one or more books provided for that purpose; see that all notices are duly given in accordance with the provision of any existing By-Laws or as required by state or federal law; review and distribute the minutes of the Association and Board meetings to all within thirty (30) days after said meeting. The term of office for Secretary is two years.

Section IV. Treasurer

The Office of the Treasurer shall oversee the collection and, by the order of the Executive Committee according to the Constitution, shall review the disbursement of all funds of the Association. Regular accounts of all income and expenditures shall be kept by the treasurer and will be open to inspection at all times by members of the Executive Committee. The Treasurer shall present a quarterly report of the finances of the Association. The term of office for Treasurer is two years.

Section V. Annual Fund Chair

The Annual Fund Chair will be appointed by the Vice-President/President-Elect with advice and consent of the Executive Committee. He/she will provide leadership and advice for the Annual Fund Campaign, in cooperation with the Foundation of UMDNJ. He/she will chair the Annual Fund Committee, review monthly reports of alumni giving, and be responsible for the management and investment of all Annual Fund monies. The term of office for Annual Fund Chair is two years.

Section VI. Immediate Past-President

The Office of Immediate Past-President will be filled by the outgoing President of the Alumni Association. He/she will continue to be a voting member of the Alumni Association Board and Executive Committee, and will serve as advisor to the President. The term of office for Immediate Past-President is one year.

Section VII. Eligibility

Those members eligible for election to the Executive Committee consist of Active Members and Members who are in good standing with this Association and comply with the rules set forth by this Association. The Executive Committee shall meet at intervals determined by the President, but no less than twice a year.

Section VIII. Reports

The Officers of the Board shall render a periodical report to the Membership. Transcripts from this report may be published in the Alumni Association newsletter.

ARTICLE VI: MEETINGS

Section I

This Association shall have an annual meeting for the transaction of Association business in accordance with this Constitution. The time and place of this meeting and any other meetings shall be determined by the Executive Committee.

Section II

Special business meetings of this Association may be convened by a majority of the Executive Committee. Members shall be notified of special meetings of this Association at least thirty (30) days in advance of such meeting.

Section III

Robert's Revised Rules of Procedure shall be the parliamentary authority at all meetings. The presiding officer at any meeting may, at his/her discretion, appoint a parliamentarian.

Section IV

A majority vote of the voting members present in person or represented by proxy at a meeting is required to pass a resolution. Each "voting member" shall be entitled to one (1) vote for each Director position to be filled and shall have one (1) vote upon any question coming before any meeting of the members. Voting members are defined as all Officers of the Board, excluding the President, and all Directors including the student members. In the case of a tie, the President shall cast the deciding vote.

ARTICLE VII: NOMINATION AND ELECTION OF BOARD MEMBERS

Section I

At least ninety (90) days before the annual meeting, the President shall appoint a Nominating Committee, which shall consist of the Immediate-Past President and three Directors who are in a position to serve in this capacity. Nominees for any Board office do not need to be current members of the Board at the time of their nomination

Section II

The incumbent President-Elect/Vice President shall become President at the annual meeting of the Association and shall remain as President until succeeded by an incoming Vice President/President-Elect.

Section III

Nominations for expiring terms of office will be made by the nominating committee, which will prepare a slate of candidates to present to the membership.

Section IV

At least sixty (60) days before the annual meeting, the nominating committee's proposed slate shall be presented to the general membership of the Association together with a notice that independent nominations will be accepted from the membership when received by the Secretary thirty (30) days in advance of the annual meeting.

Section V

The slate of Board candidates shall be elected by simple majority vote at the annual meeting. Mail, online and email proxies will be counted in the election.

Section VI

The Annual Fund Chair will be appointed by the Vice-President/President-Elect with the advice of the Executive Committee at the same time the elected Board is installed. The student members will also be announced at that time.

Section VII

Two student members (one from Stratford Campus and one from Newark campus) shall be appointed to the Board of Directors by the UMDNJ- School of Nursing Student Government Association. The student members will each serve a one-year term, acting as liaison between the Alumni Association and the Student Government Association.

ARTICLE VIII: AMENDMENTS

Section I

All proposed changes in this constitution shall be submitted in writing to the Executive Committee for its approval.

Section II

If passed by two-thirds of the members of the Executive Committee, the proposed changes shall be presented to the general membership at the annual meeting and passed by two thirds majority vote. Amendments to the constitution for the first term (two years) shall be ratified by a two-thirds simple majority vote.

Section III

Amendments shall take effect immediately upon adoption.

Date Ratified: July 30, 2009

By: