

LOYALIST COLLEGE OF APPLIED ARTS & TECHNOLOGY ALUMNI ASSOCIATION CONSTITUTION

ARTICLE 1 - NAME

- 1-1 The Association shall be named "Alumni Association of Loyalist College of Applied Arts & Technology," hereinafter referred to as the "Association. "
- 1-2 Loyalist College shall hereinafter be referred to as "College."
- 1-3 Alumni shall mean and include both Alumni and Alumnae.

ARTICLE 2 - OBJECTS

- 2-1 To encourage and develop mutually beneficial professional relationships between current students and alumni, and act as ambassadors for the College.
- 2-2 To promote and encourage current students and alumni to fully participate in social and professional development activities.
- 2-3 To contribute to the growth and prestige of the College.

ARTICLE 3 - MEMBERSHIP

- 3-1 Regular membership shall be granted to any person who has received a diploma or Ministry approved program certificate from the College.
- 3-2 Associate membership, honorary membership and other classifications may be granted in accordance with the By-Laws.

ARTICLE 4 - OFFICERS

- 4-1 The Officers of the Association shall be:
 - President
 - Vice President
 - Immediate Past President
 - Elected Officers (maximum seven)

ARTICLE 5 - COUNCIL

- 5-1 The Association shall be governed by a Council, the primary purpose of which shall be:

- a) To legislate policies and procedures in accordance with the objects of the Association.
- b) To administer funds accruing to or generated by the Association.
- c) To act as primary channel of communication for the Association both inside and outside of the College.

ARTICLE 6 - FISCAL YEAR

- 6-1 The fiscal year of the Association shall coincide with the same time period as the College.

ARTICLE 7 – FINANCES

- 7-1 The College shall keep a bank account or accounts in the name of the Association.
- 7-2 The financial statements of the Association for the previous fiscal year shall be published at the Annual Meeting.

ARTICLE 8 – AMENDMENTS

- 8-1 Amendments to the Constitution and By-Laws may be made at any regular or special meeting of the Association by a 2/3 vote of the members present. A notice of intention to change the document must be presented to Alumni when notice of the Annual General Meeting is given. Copies of the proposed changes must be made available to all interested alumni.

ARTICLE 9 – ACCOUNTABILITY

- 9-1 The Constitution and By-Laws of the Association, and any revisions or amendments, shall be subject to the approval of the President of Loyalist College.
- 9-2 The Association shall be accountable to the President of Loyalist College, through the Executive Director, College Advancement, for the management of its affairs.

BY-LAWS

MEMBERSHIP

- 1-1(a) Associate membership may be granted to a student who attended Loyalist College but did not graduate from a program at Loyalist College, or to any person or past member of the College Support Staff, Faculty, Administration and Board of Governors who requests membership to the Association.
- 1-1(b) Associate members shall be ineligible to serve on Council or to vote on matters brought before the membership of the Association.
- 1-1(c) Associate members can serve as full voting members on any committee but cannot hold the office of Chair.
- 1-2(a) Honorary membership may be conferred upon persons who by reason of their interest in and contribution to the purposes of the Association merit such recognition.
- 1-2(b) Persons who are members of the Association of Friends of Loyalist College and those who have received an honorary diploma will be automatically designated as honorary members.
- 1-2(c) Honorary members will have no voting privileges.

COUNCIL

- 2-1 The Council shall consist of the following members:
- (i) The Officers of the Association
 - (ii) One member of the Loyalist Student Government Executive
 - (iii) Alumni Officer
 - (iv) Executive Director, College Advancement or designate
- 2-2 All members of Council with the exception of the Alumni Officer and the Executive Director, College Advancement or designate shall have voting privileges.
- 2-3
- i. Officers shall be elected for a two-year term with all elections being held at each Annual Meeting.
 - ii. Chapter Chairpersons shall be elected annually by the membership of the Chapter.
 - iii. The Alumni Officer and the Executive Director, College Advancement are employees of the College.
- 2-4
- i. Vacancies arising in the Council during the fiscal year shall be filled for the unexpired term as follows:

1. The office of the President shall be assumed by the Vice President.
2. Other Officers shall be selected by the majority vote of the Council.
3. Loyalist Student Government member by the current Student Government.

2-5

- i. Councillors wishing to resign during their term of office must submit their request in writing to the President of the Association.
- ii. Any member of Council who fails to attend three successive meetings without contacting the president shall be considered to have resigned; if challenged, the acceptability of reasons shall be judged by the full Council.
- iii. Any member of Council who consistently demonstrates negligence in fulfilling his/her commitments and responsibilities will on majority vote of Council be required to resign immediately.

2-6

- i. Any member of the Association may attend regular meetings of the Council, as an observer.
- ii. Observers shall be granted speaking privileges by majority vote of Council.

MEETINGS

3-1

- i. Regular meetings of the Association shall be called by the President at least once per year upon 90 days notice to the membership.
- ii. For the purpose of transacting business, two thirds of the members in attendance shall be in agreement.

3-2

- i. Council meetings shall be held at least bi-monthly at such time as the President shall deem appropriate.
- ii. A quorum for Council and Committee meetings shall be 50% of the members with voting privileges.

3-3

Except as otherwise specified in the Constitution and By-Laws, the outcome of motions presented at any regular meeting shall be decided by a majority vote for or against the motion.

MEMBERSHIP FEES

4-1

Changes to the basic fee for Association membership shall coincide with the % increase in tuition fees (rounded to nearest dollar).

OFFICERS

5-1 The President

- i. Chief Executive Officer of the Association.
- ii. Chair of the Council and preside over all meetings.
- iii. Responsible for the management and supervision of the affairs and operation of the Association in conjunction with the Council.
- iv. Prepare and submit, for presentation at the Annual Meeting, a consolidated report of the Association's activities.

5-2 Vice President

- i. Assumes the duties of the President in the latter's absence.
- ii. Succeeds to the office of President for the unexpired term should the office become vacant.
- iii. Provide guidance to standing or ad hoc committees or chapters.
- iv. Evaluate proposals for formation of chapters.

5-3 Immediate Past President

- i. Advise the President in the management of the affairs of the Association.

5-4 Elected Officer

- i. Assist with various committees and objectives.

COMMITTEES

6-1 Committees may be appointed by the Council as deemed necessary to assist with special projects. The responsibilities of these committees will lapse upon completion of the assignment or at the end of the Association's fiscal year, whichever occurs first.

6-2 The majority of the members on any committee must be full members of the Association.

VOTING PRIVILEGES

7-1 Voting at all Annual Meetings will be restricted to full members.

7-2 Associate members may be a member of any committee and will be eligible to vote on committee business only.