

BRISTOL COMMUNITY COLLEGE
ALUMNI ASSOCIATION
BYLAWS

Approved by the Alumni Association
October 23, 1985
Amended: March 11, 1988
March 28, 1992
March 27, 1993
December 16, 1998
March 24, 1999
September 25, 1999
March 21, 2001
September 22, 2001
December 15, 2004
March 6, 2007
September 15, 2007

**BRISTOL COMMUNITY COLLEGE
ALUMNI ASSOCIATION
BYLAWS**

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BRISTOL COMMUNITY COLLEGE

ALUMNI ASSOCIATION

BYLAWS

ARTICLE I: NAME

The name of the organization shall be Bristol Community College Alumni Association, hereinafter called the Association.

ARTICLE II: PURPOSE

The mission of the Bristol Community College Alumni Association is to provide information and services to alumni and the community through educational, social, cultural, and networking activities.

ARTICLE III: MEMBERSHIP

A person would become a voting member of the Association if he/she satisfies the following qualifications:

- Section 1: A graduate of a degree and/or a certificate program of the College.
- Section 2: One who has satisfactorily completed one (1) year of study (the equivalent of thirty (30) credit hours), but not currently enrolled as a full-time student at the College.
- Section 3: One who has been nominated for honorary membership by three-quarters (3/4) of the members of the Board of Directors present and voting.

ARTICLE IV: ANNUAL MEETING

- Section 1: An Annual Meeting of the Association shall be held in September each year. All members of the Association shall be given at least thirty (30) days notice of the Annual Meeting.
- Section 2: The quorum of the Annual Meeting shall consist of the members present.

ARTICLE V: BOARD OF DIRECTORS

- Section 1: The Board of Directors shall govern and transact the business of the Association, solicit contributions to the Association, and expend funds in a manner consistent with the purpose of the Association.
- Section 2: The membership of the Board of Directors shall be as follows:
- a. The Board of Directors shall consist of no more than twenty-five (25) and no less than fifteen (15) members and each shall serve for no more than six (6) years
 - b. The board shall be elected for terms as follows; one-third for one year, one-third for two years, and one-third for three years.
 - c. Staff liaison to Alumni, ex-officio
 - d. Staff liaison to BCC Foundation, ex-officio
 - e. Appointed student representative
 - f. The Alumni Trustee will serve as an ex-officio member of the Alumni Board until the completion of the maximum term set by state law to serve as a Trustee.
- Section 3. All members of the Board shall be voting members, with the exception of those serving ex-officio.
- Section 4. At a meeting of the Board of Directors, excluding the annual meeting, one-third of the board members shall constitute a quorum.
- Section 5. The Board shall hold at least four (4) regular meetings per year, and written notice shall be given at least ten (10) days prior to the meeting. In addition, special meetings shall be called by the President, or upon petition of three members of the board, with forty-eight (48) hours notice.
- Section 6.
- a. Any Director may resign by delivering a written resignation to the President.
 - b. Any Director who should absent him/herself from two (2) scheduled meetings may be subject to removal from the Board.
- Section 7. The Board shall fill vacancies in its own membership. A person so chosen shall fill the unexpired term of the member being replaced. In filling vacancies, the Board shall endeavor to choose the person who received the highest number of votes in the previous election without being elected to the Board before selecting any other individual.

ARTICLE VI: OFFICERS, TERMS AND DUTIES

- Section 1. The Officers of the board shall be: President, Vice President, Immediate Past President, Recording Secretary, and Treasurer.
- Section 2. The Board shall elect the Officers for a one (1) year term at the Annual Meeting. The Board at the next scheduled Board meeting following the declaration of vacancy shall fill any vacancy among the officers. The person elected shall hold office until the next scheduled election of officers.
- Section 3. The President shall preside at all meetings of the Association and serve as an ex-officio member of all Association committees.
- Section 4. The Vice President shall assume the duties and responsibilities of the President in his/her absence and will be responsible for any communications which must be handled expressly by a Board member.
If for any reason the President shall not be able to serve his/her complete term, the Vice President shall become President.
- Section 5. The Recording Secretary shall record the minutes of all meetings, and assure timely distribution of this information to the Board's members. The office of Recording Secretary may be added to any officer position.
- Section 6. The Treasurer shall record and oversee the fiscal matters of the Association. The office of Treasurer may be added to any officer position.

ARTICLE VII: COMMITTEES

- Section 1. a. There shall be an Executive Committee composed of the Officers of the Association and the Staff liaison to the alumni. They shall transact the necessary business of the Association between Board meetings.
b. The President, unless it shall be otherwise determined by the Board, shall create such committees, as it may consider advisable.
c. At meetings of the Executive Committee, a majority of the sitting Executive Committee members shall constitute a quorum.
- Section 2. There shall be a Nominating Committee composed of no less than four (4) and no more than seven (7) appointed by the President. The President of the Association shall appoint the chairperson who will be responsible for all committee reports. A majority of the committee membership shall constitute a quorum at all Nominating Committee meetings.

ARTICLE VIII: ELECTIONS

- Section 1. The members of the Board shall be elected by ballot solicited from the Board of Directors of the Association.
- Section 2. A tie vote shall be resolved by vote of the Executive Committee.
- Section 3. The Board, by majority vote, shall elect the Alumni Trustee Nominee member of the Bristol Community College Board of Trustees.

ARTICLE IX: PARLIAMENTARY AUTHORITY

- Section 1. Robert's Rules of Order, Revised, shall be the parliamentary authority governing all official meetings of the Association.

ARTICLE X: AMENDMENTS

These Bylaws may be amended at any meeting of the Board of Directors by a 2/3 vote of the then members of the Board of Directors, provided that notice of the proposed change shall have been mailed to all Board of Directors at least thirty (30) days prior to the vote on the proposed amendment. Notice of any ratified amendments shall be given to the membership within ten (10) days following said ratification.