

Bylaws of the Washington, D.C. Alumni Chapter of The University of Tulsa Alumni Association

NAME

The name of this organization shall be the Washington, D.C. Chapter of The University of Tulsa Alumni Association or "TU Capital City Chapter," established on September 19, 2005. This organization is chartered as an Alumni Chapter by the National Board of Directors of The University of Tulsa Alumni Association.

MISSION

The University of Tulsa Alumni Association is an international organization of affiliated chapters with one mission – bolstering and advancing The University of Tulsa. The Washington D.C. Chapter's mission is in direct correlation with the University of Tulsa Alumni Association.

The Association has as its major emphasis:

- Fostering lifetime relationships between The University of Tulsa and its alumni and former students.
- Actively demonstrating and promoting the value and quality of a TU degree.
- Instilling a sense of history, tradition, and TU pride among students and alumni, and
- Encouraging alumni to contribute their time, talent, and treasure to TU.

MEMBERSHIP

Any person within the Washington D.C. metropolitan statistical area who has either (1) successfully completed sixty (60) or more credit hours at the university, but who is not currently a full-time student at the university, or (2) received a degree conferred by the Board of Trustees of The University of Tulsa is automatically deemed to be a Member of the TU Alumni Association.

DIRECTORS, OFFICERS, AND COMMITTEES

1.1 Board of Directors

The Chapter Board of Directors is the governing body that determines the policy, goals and management objectives of the Washington D.C. Chapter. The Board shall consist of no more than thirty (30) members, plus ex-officio Directors. Directors shall be elected every two years and shall serve for a term of two years. The immediate past president of the Chapter shall serve as an ex-officio, voting member of the Board of Directors. No Director may be elected to serve more than two consecutive full two-year terms, provided if the second two-year term of office of a Director who has been elected and is serving as President or President-elect expires during service as President or President-elect, their term of office as such Director shall be extended for so long as the Director serves as President or President-elect. After serving two consecutive full two-year terms, a Director shall be ineligible for re-election for a period of one year.

1.2 Officers

The Officers of the Washington D.C. chapter shall consist of the President, the President-Elect/Social Programs, Secretary/Treasurer, Director of Communications and the National Board Representative. Their duties are as follows:

PRESIDENT: The President oversees overall Chapter operation. The President shall preside at all meetings of the Chapter and shall be an ex-officio member of every committee. Should an officer or board of director position become vacant, the President may fill the remaining term by appointment, subject to approval by the Chapter Board of Directors. The President appoints committee chairs and performs other duties that generally pertain to the office of the President. The Chapter President is automatically a member of the National Board of Directors.

PRESIDENT-ELECT/SOCIAL PROGRAMS DIRECTOR: In the absence of the President, or at the request of the President, the President-Elect shall perform the duties of the President. The President-Elect should also advise and assist other members of the board in performing their duties. The Event Director will supervise all meetings, programs and events organized for the chapter.

SECRETARY/TREASURER: The Secretary/Treasurer will manage all receipts and expenditures for such meetings, programs, and events, and will submit appropriate reports to the TU Alumni Association Office in Tulsa. They shall keep the minutes of all Chapter meetings, maintain the membership roster and the Board of Directors roster, and submit copies of minutes and appropriate rosters to the TU Alumni Association Office in Tulsa.

DIRECTOR OF COMMUNICATIONS: The Communications Director will work together with the Social Programs Director to disseminate information on upcoming meetings, events and programs.

NATIONAL BOARD REPRESENTATIVE: Upon a chapter election and approval this individual will represent the Chapter and report on Chapter activities to the National Board of Directors at each National Board Meeting. The National Board Representative will serve a two-year term.

PHILANTHROPY CHAIR: The Philanthropy Chair will supervise and plan all philanthropic meetings, programs and events organized for the chapter for the benefit of various local or national charities.

1.3 Committees

The Executive Committee shall consist of the elected Officers and the immediate past president of the Chapter. The Executive Committee will meet on a quarterly basis to discuss programs of the Chapter and progress being made.

Other committees may include, but are not limited to:

- Development
- Marketing and Public Relations

- Membership/Records Update
- Nominating
- Young Alumni
- Student Recruitment

1.4 Elections

Interim officers will be elected for a six month term in December 2005. Subsequent elections will be held beginning the summer 2006 and every 2 years thereafter.

The election may be conducted by mail, facsimile or electronic email prior to the Chapter annual meeting on or around the Fall 2006. All Members residing within the statistical marketing area of Washington D.C. are eligible to vote. The newly elected officers shall begin their terms of office immediately upon election.

PROGRAMS AND ACTIVITIES

1.5 Annual Calendar

The Annual Calendar of programs and activities for one year should be determined before February 1 of each year by the Executive Committee and Board of Directors. The calendar will serve the purposes of the Washington D.C. Alumni Chapter and the TU Alumni Association.

1.6 Annual Meeting

The Annual Meeting of the General Membership for the Washington D.C. Alumni Chapter shall be held at least once a year by the end of October. Date, time, and place will be designated by the Executive Committee of the Board of Directors. Notice of the annual meeting shall be communicated to each member of the Washington D.C. Alumni Chapter.

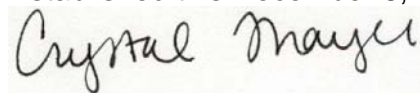
FINANCES

Each Alumni Chapter program and activity should be self-supporting. The TU Alumni Association staff will assist with printing, postage, and mailing needs of the Alumni Chapter. The Board of Directors may levy local Chapter dues at their discretion.

AMENDMENTS

These bylaws may be amended by a vote of a majority of all Chapter Directors at any meeting of the Chapter Board of Directors. The proposed amendment must be E-mailed to every member of the Chapter's Board of Directors and to the TU Alumni Association at least two weeks prior to the meeting at which the said proposed amendment is to be voted upon.

Established this December 8, 2005:



President

National President

APPENDIX A

ADOPTIONS/CHANGES

Philanthropy Chair Addition.....12/2/06

National Board Representative Description Revision.....3/30/07