

## **Bylaws of the Kansas City Alumni Chapter of The University of Tulsa Alumni Association**

### **ARTICLE I – NAME**

The name of this organization shall be the Kansas City Alumni Chapter of The University of Tulsa Alumni Association, established on February 25, 2003. This organization is chartered as an Alumni Chapter by the National Board of Directors of The University of Tulsa Alumni Association.

### **ARTICLE II – 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 Kansas City Alumni 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.

### **ARTICLE III – MEMBERSHIP**

Any person within the Kansas City 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.

### **ARTICLE IV – DIRECTORS, OFFICERS, AND COMMITTEES**

#### **Section 1 – Board of Directors**

The Chapter Board of Directors is the governing body that determines the policy, goals and management objectives of the Kansas City Chapter. The Board shall consist of no more than thirty (30) members, plus ex-officio Directors. The Directors shall be elected every **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 to the Board of Directors for a period of one year.

## **Section 2 – Officers**

The Officers of the Kansas City chapter shall consist of the President, the Vice President, Event Director (Treasurer), and Communications Director (Secretary). Their duties are as follows:

**PRESIDENT:** The President oversees overall Chapter operations. 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.

**VICE PRESIDENT:** In the absence of the President, or at the request of the President, the President-Elect shall perform the duties of the President. The Vice President should also advise and assist other members of the board in performing their duties.

**EVENT DIRECTOR (TREASURER):** The Event Director will supervise all meetings, programs and events organized for the chapter. As well as manage all receipts and expenditures for such meetings, programs, and events, and will submit appropriate reports to the TU Alumni Association Office in Tulsa.

**COMMUNICATIONS DIRECTOR (SECRETARY):** The Communications Director will work together with the Event Director to disseminate information on upcoming meetings, events and programs. In addition, 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.

## **Section 3 – Representation on the National Board of Directors**

The Chapter Board of Directors shall elect one person to serve as a voting Member of The National Board of Directors for a designated term . Upon approval this individual will represent the Chapter and report on Chapter activities to the National Board of Directors at each National Board Meeting.

Regarding National At-Large Members - The number of Directors (members) elected at large shall be identical to the number of Directors elected by the Alumni Chapters." Although the Kansas City Chapter may nominate someone to serve as an at-large member, the entire Alumni Association votes for the at-large representatives. These at-large members may serve a 1, 2, or 3 year term(s) depending on the available at-large position.

## **Section 4 - 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

## **Section 5 – Elections**

Elections will be held prior to the end of a **two**-year term beginning on June 1, 2003. Subsequent elections on or before June 1, of 2006, 2008, 2010, 2012 etc.

The election may be conducted by mail, facsimile or electronic email prior to the annual Chapter meeting on or around May 15th. All Members residing within the statistical marketing area of Kansas City are eligible to vote. The newly elected officers shall begin their terms June 1<sup>st</sup> of the election year.

## **ARTICLE V – PROGRAMS AND ACTIVITIES**

### **Section 1 – Annual Calendar**

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

### **Section 2 – Annual Meeting**

The Annual Meeting of the General Membership for the Kansas City Alumni Chapter shall be held at least once a year by the end of May. 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 Kansas City Alumni Chapter.

## **ARTICLE VI – 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.

**ARTICLE VII – 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 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 25th day of February, 2003

\_\_\_\_\_  
President

\_\_\_\_\_  
National President

The Bylaws were ratified on February 24<sup>th</sup> 2006 by vote of the Board of Directors. Changes include:

1. Change term office from three-years to two-years
2. Modified the language in Section 3 to be more in line with the National Board and other Chapters.

\_\_\_\_\_  
President

Date \_\_\_\_\_

\_\_\_\_\_  
National President

Date \_\_\_\_\_