

Bylaws of The Tulsa Alumni Chapter of The University of Tulsa Alumni Association

ARTICLE I – NAME

The name of this organization shall be the Tulsa Alumni Chapter of The University of Tulsa Alumni Association, established on September 17, 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 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 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 Chapter. The Board shall consist of no more than thirty (30) members, plus ex-officio Directors. One-third of the Directors shall be elected each year and shall serve for a term of three 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 three-year terms, provided if the second three-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 three-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 this Chapter shall consist of the President, the President-Elect, Treasurer, and the Recording Secretary. These officers shall be elected for a term of one year. 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.

PRESIDENT-ELECT: 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 will serve the next term as President.

TREASURER: The Treasurer will supervise all receipts and expenditures for all meetings, programs, and events, and will submit appropriate reports to the TU Alumni Association Office in Tulsa.

RECORDING SECRETARY: The Recording Secretary 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 member as its representative to the National Board of Directors for a three-year term. This individual will represent the Chapter and report on Chapter activities to the National Board of Directors at each National Board Meeting.

Section 4 - Committees

The Executive Committee shall consist of the elected Officers and the immediate past president of the Chapter. The Executive Committee should meet regularly to discuss programs of the Chapter and progress being made.

Other committees may include, but are not limited to:

- Athletics
- Development
- Heritage
- Homecoming
- Marketing and Public Relations
- Membership/Records Update
- Nominating

Student Programming and Recruitment
Young Alumni

Section 5 – Elections

At least annually and prior to the end of its fiscal year, the Chapter shall conduct an election of Directors. This election may be conducted by mail, facsimile or electronic email prior to the Chapter annual meeting. Those persons eligible to vote are all Members residing within the Chapter area. Elections for officers shall be held at the first Chapter Board meeting of the new fiscal year. The newly elected officers shall begin their terms of immediately upon election.

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 Tulsa Alumni Chapter and the TU Alumni Association.

Section 2 – Annual Meeting

The Annual Meeting of the General Membership for the Tulsa Alumni Chapter shall be held at least once a year at the date, time, and place designated by the Executive Committee of the Board of Directors. Notice of the annual meeting shall be mailed to each member of the Tulsa 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 17th day of September, 2003

President

National President

379622.1:999914:00014