



Constitution of the Monmouth University Alumni Association

Last Amended: June 17, 2024

Article I. Name

Section 1. The name of this organization shall be the Monmouth University Alumni Association, hereinafter referred to as the “Association”.

Article II. Declaration of Mission and Purpose

Section 1. Mission.

The mission of the Monmouth University Alumni Association is to establish, cultivate, and enhance a mutually beneficial and lasting relationship between Monmouth University, its alumni, friends, and current and future students.

The Association shall work to promote the mission and support the goals of Monmouth University by serving as ambassadors, encouraging volunteerism and involvement, fostering pride in the University, communicating vital messages, inspiring philanthropic support, and celebrating the outcomes of a Monmouth University education.

Section 2. Purpose

The Association will serve as a liaison organization between the University, its graduates and the greater community. The Association will work to cultivate financial support from alumni and other constituent groups, will publish and present appropriate material about and from the University to alumni, will coordinate and implement services and activities on behalf of the Association, , increase engagement amongst alumni and students, and encourage students to pursue their educational goals at Monmouth University and create a network of alumni peers who will support one another as well as their alma mater.

Article III. Relationship to the University and the Board of Trustees

Section 1. Governance

The Association and its Board of Directors, an affiliated group and board of Monmouth University, shall operate within the parameters set forth within the group’s Constitution and Bylaws as well as within the broader parameters of the Division of University Advancement and Monmouth University. The Association, its governing Board of Directors and any affiliate groups are responsible to the Vice President for University

Advancement, and are subject to all rules and regulations thereof, and shall be held accountable to Monmouth University, its administration, and the Board of Trustees.

Section 2. Board of Trustees

The Association, with authorization from the University Board of Trustees (“BOT”), shall be accorded a seat to serve as an ex-officio, full voting member of the BOT. The seat may be held by the current Alumni Association President. The member who holds this seat on the BOT will, at all times, be cognizant of the Associations’ organizing principles as stated in the Mission and Purpose of this Constitution. The term limit of this seat will be 9 years.

Article IV. Membership

Section 1. Categories. Only regular membership will be currently offered:

- (a) Regular. Each alumnus/alumna of Monmouth University, Monmouth College and Monmouth Junior College shall hold regular member status. All regular members shall hold voting status within the Alumni Association.

Article V. Dues

The Association may, if agreed upon by the University and if deemed necessary, assess membership dues to all regular members of the Association.

Article VI. Meetings

Section 1. Scheduled Meetings. Regularly scheduled meetings of the Association Board of Directors shall be specified in the Association Bylaws. There shall be a minimum of three (3) meetings per fiscal year.

Section 2. Attendance. Attendance at all meetings is the responsibility of each Association Board member as specified in the Association Bylaws.

Section 3. Meeting Format. Meetings may be conducted in person, by video conference, telephone, or any other way the representative of the Division of University Advancement or President shall decide.

Article VII. Executive Committee

Section 1. Composition. The Executive Committee shall consist of

- (a) Officers of the Association Board of Directors. Association officers shall include the President, Vice President, , Treasurer and Secretary.
- (b) A member of the Division of University Advancement shall serve as an *ex-officio* member without voting privileges.

Section 2. Officers’ eligibility. An officer shall:

- (a) Be a Regular Member of the Association
- (b) Serve as an elected member of the Board of Directors

Section 3. Term of office. The term of office for all officers shall be one (1) year upon which they may be re-elected to their office position or another office as specified in the Constitution and Bylaws.

Section 4. Duties. Duties of individual officers and the Executive Committee shall be determined as specified in the Bylaws.

Article VIII. Board of Directors. The Board of Directors shall serve as the representation of the Alumni Association.

Section 1. Composition. The Board of Directors shall consist of:

- (a) A minimum of fifteen (15) directors, with a maximum of twenty-one (21) who shall all have voting privileges.
 - (i) A minimum of five (5) elected each year for a term of three (3) years
- (b) The President of the Senior Class or their designee, who shall not be eligible to vote in Board matters.
- (c) The President of the Student Alumni Association or their designee, who shall not be eligible to vote in Board matters.
- (d) The President of the Student Government Association or their designee, who shall not be eligible to vote in board matters.
- (e) Any representative as appointed by the President with approval of the Executive Committee and Board. There may be an unlimited number of representatives appointed who shall not have voting privileges. The term of appointment for representatives shall be for one (1) year.

Section 2. Eligibility. A member of the Board of Directors must be a regular member of the Alumni Association or one of the *ex officio* members identified in Article IX, Section 1(b), (c), or (d).

Section 3. Nomination and Election

- (a) All eligible members of the Board of Directors shall be nominated and elected as specified in the Association Bylaws

Section 4. Term of Office for Elected Board Members

- (a) Members of the Board of Directors shall be elected for three (3) year terms.
- (b) Directors shall serve on the Board for a maximum of three (3) consecutive terms.
- (c) Officers of the board continue as members of the Board of Directors and are subject to the term limits set herein.
- (d) Once a term limit is reached, members must not hold a board seat for one full year prior to being eligible for re-election for another term.

Section 5. Vacancies

- (a) Vacant directorship positions may be filled by presidential appointment subject to the approval of the Board of Directors.

(b) Appointed positions will be assigned to a specific term class and will be held to the election schedule for that term.

Section 6. Duties. The duties of the Board of Directors shall be determined as specified in the Association Bylaws.

Article IX. Release from Duties

Section 1. Any member of the Board of Directors shall be subject to release from duties for good and sufficient cause. Violation of the oath of office, including malfeasance, misfeasance, or nonfeasance, shall constitute good and sufficient cause for release from duties of any such member.

Section 2. Absences. Any office holder shall be subject to release from duties for non-attendance at regularly scheduled meetings as set forth in the Bylaws.

Article X. Committees

Section 1. Standing Committees. The President may designate one or more standing committees as it deems appropriate, including, but limited to the following standing committees (outside of the Executive Committee):

- Recognition and Milestones
- Philanthropic Outreach
- Nominations

- Strategic Engagement

Section 2. Ad Hoc Committees. Special Ad Hoc Committees shall be appointed by the President as deemed necessary by the President, Executive Committee, Board of Directors, and the Division of University Advancement.

Section 3. Committee Members. Membership in Association Committees is not limited to members of the Board of Directors and shall be open to all members in good standing of the Association.

Section 4. Policy and Procedure. The Board will abide by all policies and procedures set forth by the University as it pertains to the work of each committee, specifically as they pertain to awards creation and distribution, social event policies, and those involving students.

Article XI. Fiscal Responsibility.

The Alumni Association and the Board of Directors must comply with all financial regulations, policies and procedures as set forth by Monmouth University. As the funds used for Alumni Association programs and events are University monies, the University maintains control over these accounts and the funds within.

Article XII. Quorum.

A majority of voting members of the Board of Directors shall constitute a quorum to transact business. A majority of the members serving on a committee, excluding *ex officio* members, shall be necessary and sufficient to constitute a quorum for the transaction of business provided, however, that an *ex officio* member, if present at a committee meeting, may be counted in determining the existence of a quorum.

Article XIII. Voting

Section 1. A simple majority at any regular or specially called meeting of the Association or its governing bodies shall be required for action.

Section 2. A simple majority vote of the Association or its governing bodies may be administered through alternative methods as deemed necessary.

Article IV. Amendments

The Constitution of the Monmouth University Alumni Association may be adopted, amended, or rescinded by a majority vote of the Board of Directors.

Article XV. Parliamentary Authority

The latest available edition of Robert's Rules of Order shall govern all meetings of the Association and its Board of Directors.