

**CONSTITUTION  
BALL STATE UNIVERSITY  
FAMILY AND CONSUMER SCIENCES ALUMNI SOCIETY**

**Article I**

The name of this organization shall be the Ball State University Family and Consumer Sciences Alumni Society, a division of the Ball State University Alumni Association.

**Article II  
Purpose**

**Section 1.** The purpose of the Society shall be to stimulate the interest of all graduates and former students of Ball State University who were enrolled in courses of Family and Consumer Sciences programs, majored or minored in any field of Family and Consumer Sciences, or have been or are actively engaged in the field of Family and Consumer Sciences, so that the Society may be able to further the educational, professional, and social interests of the Family and Consumer Sciences Department and its alumni individually and collectively by:

- A. Developing a wider acquaintance and fellowship between the members of the Society and the faculty of the Family and Consumer Sciences Department.
- B. Providing a clearing house for the presentation of problems pertaining to education and requests for services to the mutual benefit of the alumni and the Family and Consumer Sciences Department.
- C. Taking joint action when and where needed for the further improvement of the status of the profession, professional offerings and services of the Family and Consumer Sciences Department.
- D. Encouraging a greater devotion and respect for the high standards which the Family and Consumer Sciences Department has established for itself and working toward a more universal recognition of the importance of the Family and Consumer Sciences alumni in the culture of this country.

**Article III  
Membership**

**Section 1.** Active Membership -- Active membership in this Society shall be limited to former students and graduates of Ball State University who were enrolled in courses of Family and Consumer Sciences programs, majored or minored in one of the fields of Family and Consumer Sciences, and/or are now working in one of the fields of Family and Consumer Sciences. Active membership also requires an annual gift to the Ball State University Foundation.

**Section 3.** Honorary Membership -- Honorary membership may be conferred upon persons, firms, or corporations in recognition of outstanding achievement or contribution to the field of Family and Consumer Sciences upon the recommendation of the Board of Directors. Honorary members shall be entitled to participate in all educational, professional, and social undertakings of the Society, but shall not be entitled to vote or hold office.

**Section 4.** Affiliate Membership -- The Administrative Staff and the Faculty of the Family and Consumer Sciences Department will automatically be affiliate members of the Family and Consumer Sciences Alumni Society and shall be entitled to participate in all professional and social undertakings of the Association but shall not be entitled to hold office (See Article IV).

### **Article III, Membership (Continued)**

**Section 5.** Termination of Appointment shall be completed as follows:

- A. The Board receives notice either written or oral that the member no longer wishes to continue as a Board member.
- B. The Board member has missed three consecutive Board meetings. The President will communicate with the board member after two consecutive absences to inquire about the member's intent to actively remain on the board. In either situation, the President shall send a letter of appreciation to the individual who has ceased to be a member.

### **Article IV Officers**

**Section 1.** The officers of the Family and Consumer Sciences Alumni Society, nominated from the active membership of the Society, shall be President, Vice President, and Secretary, whose duties shall be as follows:

- A. The President shall preside at all meetings and shall be responsible for the general supervision of all the work of the Society.
- B. The Vice President shall preside in the absence of the President and assist the President in any other way necessary. The Vice President shall serve as President-Elect.
- C. The Secretary shall be responsible for recording and keeping the minutes of all meetings, for correspondence pertaining to the duties of the Secretary, for assisting the Alumni Association, and for submitting reports to the Executive Committee of the Society.

### **Article V Board**

**Section 1.** All affairs of the Family and Consumer Sciences Alumni Society shall be conducted by a Board of Directors consisting of the following:

- A. The officers of the Society: President, Vice President, and Secretary (two years).
- B. Thirteen active members of the Family and Consumer Sciences Alumni Society elected at large (three years).
- C. One additional member of the Board elected at large to also represent the Family and Consumer Sciences Alumni Society on the Alumni Council of the Ball State University Alumni Association (two years).
- D. The immediate Past President (two years).
- E. The Chairperson of the Family and Consumer Sciences Department shall serve as an ex-officio member of the board.
- F. A member appointed from and by the Chairperson of the Family and Consumer Sciences Department will represent the Faculty of the Family and Consumer Sciences Department in the proceedings of the Society and serve as an ex-officio member.

### **Article V, Board (Continued)**

- G. An Ex-Officio member (Family and Consumer Sciences Alumni Coordinator) appointed by the Executive Director of the Ball State University Alumni Association to coordinate all activities of the Society with the Ball State University Alumni Association. The Coordinator shall have no voting rights, will assist with distribution of agendas, mailings, and minutes and serve as Treasurer (Liaison with the Department Chairperson and the BSU Foundation).

### **Article VI Meetings**

**Section 1.** There shall be at least one alumni meeting held during each three-year period on or near the campus of Ball State University. The time is to be determined by the Board of Directors of the Family and Consumer Sciences Alumni Society in conjunction with the Ball State University Alumni Association.

- A. The actions taken by the Board of Directors shall be briefly reported at the alumni meeting of the Society. The President shall provide such other reports as deemed necessary.

### **Article VII Amendments**

**Section 1.** This Constitution may be amended at any alumni meeting of the Family and Consumer Sciences Alumni Society by a majority vote of the active members present provided:

- A. That the amendment or amendments shall have been placed before the members of the Society in writing at least one month before the meeting at which such amendments are acted upon, or
- B. That the amendment or amendments shall previous to their adoption have been acted upon favorably by a majority of the members of the Board of Directors.

## **BYLAWS**

### **Article I Committees And Their Duties**

**Section 1.** All committees shall be appointed by the President who shall also be an Ex-Officio member of all committees.

**Section 2.** The Nominating Committee shall meet and, after due consideration, prepare one slate of officers which shall be presented to the Board of Directors at the Fall meeting. This slate shall include nominations for Vice President, Secretary, and Board of Director members to be elected at large. Bi-Annually an Alumni Council Representative will be elected.

### **Article II Elections And Terms Of Office**

**Section 1.** The office of President will be assumed by the current Vice President for a term of two years, effective January 1 of each year. The office of Past President will be assumed by the current President for a term of two years. The Vice President and Secretary shall be elected bi-annually by the Board of Directors for terms of two years.

**Section 2.** All members of the Board of Directors shall be elected as at-large representatives by the Board. Each representative will serve a three (3) year term.

**Section 3.** An additional representative shall be elected to serve on the Alumni Council of the Ball State University Alumni Association for a two year term. This representative will also serve as a member of the Board of Directors of the Family and Consumer Sciences Alumni Society.

**Section 4.** The President may not serve successive terms as President.

**Section 5.** One additional member of the Board of Directors shall be appointed by the Chairperson of the Family and Consumer Sciences Department to represent the Family and Consumer Sciences Department Faculty.

**Section 6.** Members of the Board of Directors may serve an unlimited number of terms.

**Section 7.** The Board of Directors is empowered to fill vacancies of unexpired terms of Board members and/or officers.

**Section 8.** All elected officers and Board members shall take office on January 1 following their election.

### **Article III Meetings Of Board Of Directors And Committees**

**Section 1.** The Board of Directors shall meet at least once each year at the call of the President or at the request of a majority of the members of the Board.

**Section 2.** Committees shall be appointed as needed by the President upon approval of the Board of Directors.

**Section 3.** Committees shall meet at the request of the President or on the call of the Committee Chair.

## **Article IV Funding**

- Section 1.** Funding for the Society's programs and activities will be provided from the Department Budget, and gifts/deposits from the Society's members to the Ball State University Foundation. The activities of the Society are expected to be self-supporting, for the most part, from participants' fees.
- A. In lieu of appointing a Treasurer, the Family and Consumer Sciences Alumni Coordinator, working in close liaison with the Department Chairperson, and in consultation with the FCS Alumni Society Board President, will complete BSU Foundation Trust Fund Withdrawal forms to cover all expenses paid out of the Family and Consumer Sciences Alumni Society Fund, account #3905.
  - B. Departmental funding will be provided through normal University Budget procedures.

## **Article V Amendments**

- Section 1.** These Bylaws may be amended at any alumni meeting of the Family and Consumer Sciences Alumni Society by a majority vote of the active members present provided:
- A. That the amendment or amendments shall have been placed before the members of the Society in writing at least one month before the meeting at which such amendment or amendments are acted upon, or
  - B. That the amendment or amendments shall have been acted upon favorably previous to their adoption by at least a majority of the members of the Board of Directors.

Amended March 21, 2007  
Revised November 7, 2002  
Revised June 10, 2002  
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