

Ball State University
Alumni Association
Natural Resources and Environmental Management Alumni Society
Constitution and Bylaws

Article I

Name

The name of this organization shall be the Ball State University Natural Resources and Environmental Management Alumni Society, a division of the Ball State University Alumni Association.

Article II

Purpose

The purpose of the Society shall be to promote the advancement of the educational, professional, and social interests of the members of the Natural Resources and Environmental Management Alumni Society, individually and collectively, by:

- A. Promoting and assisting the Ball State University Alumni Association in achieving its mission and goals.
- B. Creating a networking opportunity, both professionally and socially, for Natural Resources and Environmental Management (NREM) alumni.
- C. Developing a wider acquaintance with, and fellowship among, the members of the Society and the students and faculty of the Department of NREM.
- D. Providing a forum for the consideration of problems and issues pertaining to natural resources and environmental management and requests for services to the mutual benefit of the NREM faculty and members of the Society.
- E. Taking joint action, when and where appropriate, for the improvement of the status of the profession in the field and the professional offerings and services of the Department of NREM.
- F. Encouraging high standards for the Department of NREM and working for greater recognition of the importance of NREM in society.
- G. Serving as an auxiliary arm of the Department of NREM in:
 - 1. Providing input from the NREM community on what that community views as desirable in graduates and recommending courses and curricula that would achieve that goal.
 - 2. Being involved in the recruitment of students and funding for the Department of NREM.
 - 3. Serving as a sounding board and advisory panel for the chair/faculty of the Department of NREM when consulted.

Article III

Membership

Section 1 . Active Membership. Active membership in this Society shall include Ball State University alumni who were enrolled in programs of the Department of NREM or in other related academic programs at Ball State University and who are, or have been, actively engaged in NREM. Active membership also requires an annual gift to Ball State University through the Ball State University Foundation.

Section 2. Associate Membership. Any individual, recommended by an active member and approved by the board,

who has demonstrated genuine interest in NREM can serve as an associate member. The faculty and professional staff at Ball State University are also eligible for membership.

Article IV
Officers

The officers of this Alumni Society shall be the President, Vice President, Alumni Council Representative, and Secretary-Treasurer and Alumni Coordinator, whose duties are as follows:

- A. The President shall preside at all meetings and shall be responsible for the general supervision of all work of the Society. He/she shall appoint members of committees and shall serve as an ex-officio member of each committee. The President must be a graduate of Ball State University.
- B. The Vice President shall preside in the absence of the President and assist the President in any other way necessary. The Vice President must be a graduate of Ball State University.
- C. The Alumni Council Representative shall attend both the meetings of the Society and the Alumni Council of the Ball State University Alumni Association and shall report and serve as liaison to both boards.
- D. The Secretary-Treasurer and Alumni Association Coordinator shall be responsible for recording and keeping minutes of all meetings, for correspondence pertaining to the duties of the office, for authorizing expenditures and keeping financial reports, for coordinating activities with the Alumni Association, and for submitting reports to the Board.

Article V
Board

All business of the Alumni Society shall be conducted by a board of active members which will consist of the following:

- A. The officers of the Alumni Society: President, Vice President, Alumni Council Representative, and Secretary-Treasurer and Alumni Coordinator.
- B. Twelve active members of the Alumni Society elected at large. (four each for three-year rotating terms). Diversity of the Alumni Society is encouraged and there will be at least two members from the 1970's, two from the 1980's, and two from the 1990's.
- C. The Chair of the Department of NREM.
- D. A member from the Department of NREM faculty, elected by faculty voting.
- E. The immediate past President of the NREM Alumni Society (voting member).

Article VI
Meetings

Section 1. There shall be a minimum of one general meeting of the NREM Society each year with the date(s) to be determined by the Board.

- A. Board action shall be reported and Society business shall be conducted at the meetings. The President shall make reports and provide for such other reports as he/she deems necessary.
 - B. A slate of officers will be presented at a meeting prior to election of officers, as set forth in the bylaws.
- Section 2. Meetings of the Society shall be called at the discretion of the officers of the Board and in consultation with the Chair, Department of NREM.

Article VII
Amendments

This constitution may be amended at any meeting of the Society according to procedures set forth in the bylaws.

Bylaws

Article 1
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 Nomination Committee, composed of the Chair, Department of NREM or NREM faculty elected representative, President, and any other Board members designated by the President, shall consider candidates and potential candidates for membership on the NREM Alumni Board, forwarding a list of such alumni to the Board for consideration and selection.

Article II
Election and Terms of Office

Section 1. The Board shall be composed of at least twelve (12) at-large representatives, each of whom is appointed to serve a three-year (3) term on the Board commencing on January 1 and concluding on December 31. Terms will be staggered so that no more than one-third (1/3) of the members of the Board will conclude their terms of service at any one time.

Section 2. The office of President and Vice President will be elected by the membership of the Board from within the membership of the Board for terms of office of two (2) years. Such election must take place at a regularly scheduled Board meeting prior to December 31 of the year preceding the terms of office.

Section 3. One member of the Board shall be elected by the membership of the Board to serve a two-year (2) term as NREM Alumni Representative to the Ball State University Alumni Council.

Section 4. The Chair of the Department of NREM, or his/her designated representative, and the NREM faculty elected representative, shall serve as voting members of the NREM Alumni Board, by position.

Section 5. The NREM Alumni Coordinator shall serve as a voting member of the NREM Alumni Board, by position, and shall function as Secretary-Treasurer to the Board. The NREM Alumni Coordinator shall be appointed by the Executive Director of the Ball State University Alumni Association in consultation with the Chair of the Department of NREM.

Section 6. The Board is empowered to fill vacancies of unexpired terms of Board members and/or officers. An individual appointed to a vacancy on the Board will complete the term of the Board member he/she replaces.

Section 7. Officers may serve no more than two (2) consecutive elected terms in the same office.

Section 8. Board members may serve no more than three (3) consecutive 3-year (3) terms on the Board.

Section 9. When a Board member is absent for two (2) consecutive meetings, the President shall contact the member prior to the third (3rd) meeting to determine the intentions of the member. The President may request a letter of resignation from the Board member.

Article III

Meetings of Board and Committees

Section 1. The Board shall meet at the call of the President or at the request of a majority of the members of the Board.

Section 2. The Board shall have a least one (1) meeting each academic year for the purpose of conferring with the Chair of the Department of NREM and such members of his/her staff that he/she shall see fit to invite.

Section 3. Committees shall meet at the request of the President or at the call of the respective committee chair.

Section 4. A quorum is not required to conduct an official meeting of the Board.

Article IV

Funding

Funding for the Society's programs and activities will be provided from the Alumni Society's budget, Department of NREM budget, and/or gifts from the Society's members. There will not be membership dues. All activities of the Society are expected to be self-supported, for the most part, from participants' fees.

Article V

Voting Procedures

Voting may be conducted by a simple majority of the members present at board and committee meetings.

Article VI

Amendments

The Constitution and Bylaws may be amended at any meeting of the NREM Alumni Society by a majority vote of the members present provided that:

- A. 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 or amendments are to be acted upon; or
- B. The amendment or amendments shall, prior to their adoption, have been acted upon favorably by written ballot by at least a majority of the members of the Board.

Approved 1/19/95

