

BYLAWS OF THE UNIVERSITY OF MONTEVALLO JUNIOR BOARD OF DIRECTORS

The mission of the University of Montevallo Junior Board of Directors (hereinafter the "Board") is to foster interaction between the University of Montevallo (hereinafter the "University") and those who have graduated from the University in the past fifteen (15) years.

ARTICLE I NAME

- 1.1 The name of the Board shall be the University of Montevallo National Alumni Association Junior Board of Directors and shall serve as a component of the University of Montevallo National Alumni Association.

ARTICLE II PURPOSE

- 2.1 In accordance with the University of Montevallo National Alumni Association's mission and purpose, the purposes of this Board shall be to primarily support the needs and wants of young alumni of the University of Montevallo, and shall include:
 - (a) Serve and support alumni who have graduated from the University within the last fifteen (15) years (hereinafter "Recent Graduates") with programs and activities that are uniquely tailored to their needs;
 - (b) Integrate Recent Graduates into the Alumni Association;
 - (c) Foster communication between the University and its Recent Graduates; and
 - (d) Encourage Recent Graduates to contribute their time, talent, and financial resources to the continued enhancement of the University community.

ARTICLE III BOARD MEMBERSHIP

- 3.1 Each person who has graduated from the University of Montevallo within the past fifteen (15) years is eligible for participation on the Board. A board member is permitted to serve an additional year (16 years from year graduated) to fulfill his/her 2-year commitment to an officer role.

- 3.2 Each member of the Board is entitled to:
- (a) Nominate, vote for, and serve as any officer of the Board; and
 - (b) Propose amendments to these bylaws.

ARTICLE IV JUNIOR BOARD OF DIRECTORS

- 4.1 The Board shall maintain twenty-four (24) members, including a president, president-elect, treasurer, secretary, social chairperson and special events chairperson. Each member shall serve for a two-year term.
- 4.2 A simple majority of voting members of the Board shall constitute a quorum for the transaction of business.
- 4.3 Ex-officio membership on the Board shall include the president of the senior class and the coordinator of the Student Alumni Ambassador (SAA) program, and may be extended to anyone selected by a majority of the Board. Ex-officio members shall be entitled to participate in meetings of the Board; However ex-officio members shall not be entitled to vote on any matter before the Board.
- 4.4 New members of the Board shall assume office on the first day of January following their election to the Board.
- 4.5 A Board member shall be deemed to have forfeited his or her seat on the Board if the member fails to attend two (2) meetings in a twelve (12) month period without a prior request for exemption, or three (3) meetings in a twelve (12) month period, with or without exemption. In addition, a board member may be removed for cause (beyond attendance) by vote of two-thirds (2/3) of the full board.
- 4.6 The loss of a Board member shall result in a slate of one (1) provided by the Nominations Committee to be voted on at the next meeting. Notwithstanding paragraph 4.4 above, the candidate assuming Board membership shall finish the previous Board member's term.
- 4.7 The Council of Past Presidents will serve as an advisory group to the current President and Junior Board of Directors.

ARTICLE V OFFICERS AND DUTIES

- 5.1 The Officers of the Board, also considered the Executive Committee, shall consist of at least a President, a President-elect, a Treasurer, Secretary,

Social Chairperson and Special Events Chairperson. Other offices may be designated from time-to-time by the Board. All officers shall be elected biannually by the Board at the last Board meeting of the calendar year.

- 5.2 All officers shall serve for a term of two (2) years, and shall assume office on Jan. 1 of the year following their election.
- 5.3 Should the President be unable to complete his or her full term in office, the President-elect shall become President for the remainder of the unexpired term.
- 5.4 The President shall supervise the general affairs of the Board and shall preside at all meetings of the Board, and of the Executive Committee, and shall have power to vote on all issues. The President shall have the power to appoint committee chairs and members of committees, to the extent not provided for by these Bylaws. The President shall also serve as an ex-officio member of all standing committees, except for the Executive Committee, which he/she will chair. The President shall make an annual report to the Board, and shall perform such other duties as the Bylaws and the Board shall prescribe. Unless he or she is already a member of the Board of Directors of the University of Montevallo National Alumni Association, the President shall serve as an ex-officio member of that Board.
- 5.5 The President-elect shall assist the President in supervising the affairs of the Board, perform all duties incumbent upon the President during the absence or disability of the President and perform such other duties as the bylaws may require or the Board may prescribe. If the President is unable to complete his or her full year term in office and the President-elect becomes the President for the remainder of the unexpired term in office pursuant to Section 5.4, the Secretary shall assist the President-elect in supervising the affairs of the Board, perform all duties incumbent upon the President during the absence or disability of the President-elect and perform such other duties as the bylaws may require or the Board may prescribe. In addition, the President-elect shall serve as the Chair of the Nominating Committee.
- 5.6 The Treasurer shall be responsible for evaluating and reporting on any income generating programs undertaken by the Board. In addition, the Treasurer shall recommend a yearly budget for the Board and serve as the Chair of the Finance/Development Committee.
- 5.7 The Secretary shall be responsible for keeping accurate and complete records of the proceedings of all meetings of the Board, and of the Executive Committee. In addition, the Secretary shall serve as the Chair of the Communication Committee and organize board development.

- 5.8 The Social Chairperson shall be responsible for leading the social/programming committee and for developing a calendar of social programs for each year.
- 5.9 The Special Events Chairperson shall be responsible for organizing professional development opportunities and assist with the coordination of UMNAA or University of Montevallo events.
- 5.10 Further detailed information about officer-specific responsibilities may be found under the separate document: Committee Responsibilities.
- 5.11 Vacancies in office: In the event an officer or committee chair other than the president or president-elect is vacated, the UMJAB president, in consultation with the executive committee, will appoint a temporary replacement. At the next UMJAB meeting, the president and executive committee will nominate a permanent replacement to be voted on by the full board.

In the event the president or president-elect office is vacated, the full board will vote on a permanent replacement within 30 days (president) or at the next UMJAB meeting (president-elect).

ARTICLE VI NOMINATIONS AND ELECTIONS

- 6.1 Nominations for election to the Board shall be made by any alumnus of the University or also by self-application.
- 6.2 Those receiving a nomination for election to the Board shall be a Recent Graduate of the University.
- 6.3 The Nominating Committee shall be chaired by the President-elect of the Board, and shall consist of no less than five (5) Directors and no greater than seven (7) Directors.
- 6.4 The Nominating Committee shall meet a sufficient amount of time in order to deliver a slate of nominees to the Board members at least thirty days in advance of the meeting.
- 6.5 Board members shall serve two-year, staggered terms. Every year, twelve (12) new members shall be elected to the Board, and twelve (12) members' two-year terms shall expire. A Board member whose two-year term is expiring may be reelected to a new two-year term.

ARTICLE VII

MEETINGS

- 7.1 The Board shall meet four times a year, preferably in February, April, August and December.
- 7.2 The exact dates shall be set by the Executive Committee and notice shall be sent to each Director no less than 60 days prior to the meeting. Special meetings may be called on ten (10) days notice by the President or a majority of the Board.

ARTICLE VIII COMMITTEES

- 8.1 The Board shall include the following standing committees:
 - (a) Executive Committee;
 - (b) Social/Programming Committee;
 - (c) Finance/Development Committee;
 - (d) Nominations/Awards Committee;
 - (e) Special Events Committee; and
 - (f) Communication Committee.

The Board shall circulate policies and guidelines for the duties and responsibilities of each standing committee.

- 8.2 The Executive Committee shall consist of the President, President-elect, Treasurer, Secretary, Social Chairperson and Special Events Chairperson.
- 8.3 All Committees shall include a chairperson who is a current member of the Board.
- 8.4 All Committees, excluding the Executive and Nominations/Awards Committee, can include an unlimited number of Recent Graduates.
- 8.5 The President shall have the authority to establish and appoint ad hoc committees that are considered necessary for the efficient and effective conduct of the business of the Board.

**ARTICLE IX
ADMENDMENTS**

- 9.1 These bylaws may be amended by the affirmative vote of two-thirds (2/3) of the members of the Board who vote on the proposed amendment at any meeting held in accordance with paragraph 7.1 above.
- 9.2 Board members shall submit any proposed amendments to these Bylaws to the Secretary in a manner that would allow the Secretary to distribute said proposed amendments to Board members at least thirty (30) days before the meeting at which the proposals would be voted upon.
- 9.3 Upon receipt of a proposed amendment, the Secretary shall distribute it to all Board members at least thirty (30) days before the meeting at which the Board is to vote on the proposed amendment.

Adopted this _____ day of August, 2005, at the Organizational Meeting of the University of Montevallo National Alumni Association Junior Board of Directors.

_____, Chairman

_____, Secretary

Amended October 17, 2010
Amended December 13, 2015
Amended April 22, 2018