

BYLAWS

Mission

Continuing the TMCC relationship through mentoring, social activities, and community involvement.

Article I: Name

This organization shall be known as the TMCC Alumni Association, a program administered by the TMCC Foundation/Institutional Advancement office.

Article II: Purpose

Section 1. To serve as the advisory liaison organization to Truckee Meadows Community College representing the TMCC alumni.

Section 2. To generate moral and financial support for TMCC from alumni and other appropriate constituent groups.

Section 3. To aid in keeping the alumni in contact with TMCC through the use of activities, events, programs and publications.

Section 4. To coordinate and implement appropriate professional, vocational, personal, cultural, and educational services for alumni.

Section 5. To encourage students to pursue educational goals at TMCC.

Article III: Membership

Section 1. Members in this Association shall include all persons who have completed a course or workshop at Truckee Meadows Community College, all persons who have received honorary degrees from TMCC, and all emeritus faculty.

Section 2. Voting members of the Association (hereinafter referred to as "active members") shall include only those members registered as members of the TMCC Alumni Association.

Section 3. Honorary membership in the Association may be conferred upon those friends and benefactors of TMCC whose services this Association desires to recognize. Such membership may be awarded by the Association's Alumni Council.

Article IV: Alumni Council

Section 1. The Association's Alumni Council (hereinafter referred to as "Council") shall serve as the governing body of the Association, and shall be composed of representatives elected by Association, and shall be composed of representatives elected by the active members of the Association. The TMCC Executive Director of Foundation/Institutional Advancement or designated staff member shall serve as an ex officio member of the Council.

Section 2. The Alumni Council shall have no fewer than five and no more than twenty-five members.

Section 3. Nominations for membership on the Council shall be requested by the Elections Committee through appropriate publications and other media. All alumni, whether active members or not, may submit nominations to the Elections Committee.

Section 4. The Elections Committee shall present all nominees who officially qualify to the active members of the Association via a mailed ballot in March. The Elections Committee shall abide by the Rules for Nominations and Elections in the current edition of Robert's Rules of Order Newly Revised, unless otherwise stated.

Section 5. Newly elected Council members shall officially take office on July 1 of the year they are elected. The term of office is three years.

Section 6. Any member of the Council who does not attend three consecutive meetings shall forfeit membership on the council, and the seat shall be declared officially vacant by a vote of the Council at the first meeting following the third meeting which said member failed to attend; provided that the Council shall also have the power to reinstate any member by a two-third vote of the Council, whose seat has been vacated because of lack of attendance due to hardship, geographic location, or other proper reason.

Article V: Officers

Section 1. The officers of this Association shall consist of a Chairperson, Chairperson-Elect, and Secretary-Treasurer.

Section 2. The duties of the officers are as follows:

- a. Chairperson: It shall be the duty of the Chairperson
 1. To preside at all meetings of the Association and the Council;
 2. To see that the Bylaws, rules, and regulations adopted by the Council are enforced;
 3. To appoint all committees, with the approval of the Council;
 4. To call such meetings as provided in the Bylaws;
 5. To make or call for reports;
 6. To serve as an ex officio member of all committees except the Elections Committee
- b. Chairperson-Elect: It shall be the duty of the Chairperson-Elect
 1. To perform all the duties and have all the powers of the chairperson when the chairperson is unable to act;
 2. To serve as an ex officio member of all committees except the Elections Committee;
 3. To learn the duties of the chairperson so as to be knowledgeable and experienced upon assuming the position of chairperson upon the completion of the current chairperson's term.
- c. Secretary-Treasurer: It shall be the duty of the Secretary-Treasurer
 1. To keep, with the assistance of the Foundation/Institutional Advancement staff, a correct record of all proceedings of the Council;
 2. To keep and maintain, with the assistance of the Foundation/Institutional Advancement Staff, adequate and correct books of accounts.
 3. To prepare the official correspondence of the Association.

Section 3. The officers of the Council shall serve for a term of one year, and no member shall be eligible for election to the same office for more than two consecutive terms.

Section 4. Immediately following completion of his/her term of office, the Chairperson-Elect takes office as the Chairperson and the Secretary-Treasurer serves as Chairperson-Elect.

Section 5. The Secretary-Treasurer shall be elected at the July meeting of the Council by a simple majority of those present.

Section 6. Nomination and Election procedures for officers shall abide by the guidelines set down in the current edition of Robert's Rules of Order Newly Revised, unless otherwise stated herein.

Section 7. In the event that the Chairperson cannot fulfill the term of office for any reason, the Chairperson-Elect shall assume the duties and title of Chairperson for the duration of the term. If a vacancy occurs in any office other than the Chairperson's a new election shall take place at the next regular Council meeting in order to elect someone to serve for the duration of that term.

Article VI: Meetings

Section 1. The Council will meet as needed to conduct necessary business, at least four times per year.

Section 2. All meetings shall be open to the public.

Article VII: Committees

Section 1. The Chairperson shall appoint committees as deemed necessary for the purpose of directing special projects or events of the Association.

Section 2. The committees of the Association may adopt such rules for the governance of their activities as may be necessary, with the approval of the Council.

Article VIII: Rules and Procedures

Section 1. The official rules of procedure shall be those members designated in the current edition of Robert's Rules of Order Newly Revised.

Section 2. A quorum shall consist of a majority of all Council members. If a quorum is not achieved or is lost, no question can be decided and the Council can only entertain discussion or move to adjourn. No other business can be transacted.

Section 3. A majority vote shall consist of fifty-one percent of Council members present and voting. An abstention does not count for purposes of any vote.

Article IX: Amendments

Section 1. Amendments may be proposed by any active member.

Section 2. The Bylaws of the TMCC Alumni Association may be amended by a two-thirds favorable vote of the Council.

Section 3. A proposed amendment must be presented in written form to the Council at least on meeting prior to the vote.