

**ARIZONA CHAPTER NETWORK
CONSTITUTION AND BYLAWS**

**Ohio University
Arizona Bobcats**

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Drafted: January 1, 2007
Maricopa County, Arizona

ARIZONA CHAPTER NETWORK BYLAWS

Ohio University Alumni Association
Athens, Ohio

We, the undersigned, residents of Maricopa County in the state of Arizona and alumni of Ohio University, have associated ourselves under the following bylaws for the purpose and intent hereinafter stated.

ARTICLE I – Name

The name of this organization shall be the Ohio University Alumni Association Arizona Chapter Network (the Chapter). The organization may also be referred to as the Arizona Bobcats.

ARTICLE II – Purpose

This chapter network is formed as part of the Ohio University Alumni Association (the Association) and is subject to its constitution and bylaws, regulations, policies and procedures. It exists to foster a spirit of camaraderie, loyalty, and support for Ohio University and the Alumni Association among alumni and friends. The chapter network will promote the general welfare of both through activities, projects and advocacy.

ARTICLE III – Membership

This chapter network is intended to serve and be open to all alumni as prescribed by the constitution and bylaws of the Ohio University Alumni Association and all who support its mission and goals. Regular members are all recipients of degrees from the University and all persons who have completed 45 credit hours in good standing. Associate members are all present members of the administrative staff, faculty members, members of the University Board of Trustees, Trustees of the Ohio University Foundation, Inc., and friends who are not regular members. Honorary members are those who have or may render valuable and conspicuous services to the University/Association. Honorary membership is conferred by a two-thirds (2/3) vote of the Ohio University Alumni Association Board of Directors. Regular, Associate, and Honorary members are encouraged to register as such on the chapter website, www.arizonabobcats.com.

ARTICLE IV – Organizational Structure

The offices and organizational structure of this chapter network are determined by consent of the active membership or, upon formation, by the committee with consultation from the staff of the Ohio University Alumni Association. In addition to the described officers herein, the chapter may establish committees as needed to support programs, coordinate events, and plan activities.

1. The officers of this chapter shall be:
 - a. President
 - b. Vice President
 - c. Secretary
 - d. Treasurer
 - e. Webmaster

2. In addition to the officers, there shall be members appointed by the President as Territory Liaisons, who will support programs, coordinate events, and plan activities in specific geographic areas outside of Maricopa County, but within the state of Arizona.

ARTICLE V – Duties of Officers

1. President – Oversees responsibilities of all volunteers, guides the chapter network calendar of events, and acts as the primary liaison to the Ohio University Alumni Association.
2. Vice President – Presides in absence of President, assists with chapter network timelines and ensures event timelines, may ascend to presidency.
3. Secretary – Maintains meeting minutes, event notifications and evaluations and forwards the meeting minutes, event notifications and evaluations to the Ohio University Alumni Association.
4. Treasurer – Maintains chapter network account and reports on at each meeting.
5. Webmaster - Maintains chapter network website.

ARTICLE VI – Committees

Committees formed shall offer feedback and evaluation that direct engaging alumni programming and are structured according to the priorities of the Association's mission and that of the chapter. Suggested committees shall include, but not limited to Alumni Student Recruitment, Mentoring/Career Transition, Networking, Scholarship, Athletics and Community Service. The following criteria shall be used for selection of committee nominees:

- A. They must be willing to provide faithful service to Ohio University
- B. They must have the ability and dedication to attend all meetings of the chapter and committee. Missing three meetings during one term may result in the committee member being replaced.
- C. They must be a credit to Ohio University
- D. They must promote and assist in the implementation of all chapter programs approved and sponsored by the committee.
- E. They must conform to the Constitution and Bylaws of the Chapter.

ARTICLE VII – Terms of Office

Terms of office are for a period of up to two years and Board of Directors/Committee terms are for a period of up to six years. Chapter networks may set terms for a shorter period (but not for a longer period). Officers are eligible for re-election to one (1) additional two-year term at the end of their original commitment. After two consecutive terms (four years) the officer will only be eligible for re-election provided he/she waits two years or holds another position for this period.

ARTICLE VIII – Removal from Office

The Alumni Association shall have discretionary authority to request resignations or if necessary, remove from office any person(s) violating the constitution and bylaws, or wrongfully seeking personal financial gain through programs, products, and mismanagement of Alumni Association or chapter network property, such as mailing lists, facilities, or funds.

ARTICLE IX – Elections

The alumni office leaves the process of elections (nominations, slates, volunteers, and rotation) to the discretion of the chapter network's standing President, as long as the terms of office stipulation is followed:

1. At least 30 days prior to the date of the Annual Meeting, the President shall appoint an Elections Committee of five active chapter members, excluding officers and members of the Board of Directors, who will solicit the names of candidates for the Board of Directors for presentation at the Annual Meeting.
2. The notice of the Annual Meeting shall contain the names of candidates for the offices compiled by the Elections Committee.
3. At the Annual Meeting, nominations for all offices may be motioned from the floor, individually, or as a slate.
4. Whenever there are two or more candidates for one office, voting shall be executed by secret ballot, upon which each person entitled to vote shall cast a ballot. The candidate receiving the majority of votes for each office shall be declared elected, including the seven candidates receiving the highest numbers of votes of membership on the Board of Directors.

ARTICLE X – Meetings

1. Board of Directors/Committee meetings shall be at least two (2) times each year and at more frequent intervals as is deemed proper.
2. The chapter network must sponsor at least two alumni programs/activities per year, in order to remain in good standing. This is the minimum required for chapter networks as it is expected that activities will occur at more frequent intervals, as is deemed proper by the officers and Board of Directors/Steering Committee.

ARTICLE XI – Annual Report

Per the Ohio University Alumni Association Constitution and Bylaws, minimum requirements for chapter network activities and reports may be prescribed from time to time by the Association's Board and/or Executive Director. A written annual report, in the format provided by the Ohio University Alumni Association, must be submitted for a chapter network to retain its charter.

ARTICLE XII – Chapter Discontinuance

The Alumni Association retains the discretionary authority to discontinue chapter networks for lack of activity or willful violation of charters, bylaws, and other restrictions or laws which may apply. If a charter is discontinued for any reason, the chapter network bank account is to be closed and the balance sent to the Ohio University Alumni Association for deposit by the Ohio University Foundation to hold in the event that a discontinued chapter network is reorganized.

ARTICLE XIII – Dues

The Ohio University Alumni Association Arizona Chapter Network will not require nor collect dues from active members.

ARTICLE XIV – Liability

The chapter network cannot endanger, legally imperil, or hold liable, the Ohio University Alumni Association, its Board of Directors, and staff through misconduct, insufficient funds, or mismanagement of said chapter network programs, events, or activities. Neither can the chapter network, its officers, and committee/board accept liability for the actions and behavior of alumni families, and friends who elect to participate or attend such functions.

ARTICLE XV – Confidentiality

No chapter network officer, member, constituent, or friend shall have permission to utilize mailing lists, membership directories or labels other than for their intended use in alumni programming and activities. Violation of such information may result in removal of officers and/or chapter network discontinuance.

ARTICLE XVI – Adoption and Amendment

1. Bylaws shall be approved and adopted by a majority vote of all active chapter network members in attendance at the annual meeting.
2. The Bylaws may be amended by majority vote at any annual meeting of the chapter network or at any special meeting provided that the proposed amendment shall have been submitted in writing to each member at least thirty (30) days prior to the date of such meeting.

Date: _____

Signature: _____
Chapter Network President

Date: _____

Signature: _____
Chair, Ohio University Alumni Association

Date: _____

Signature: _____
Assistant Vice President, Ohio University Alumni Relations