

PACIFIC LUTHERAN UNIVERSITY NURSING ALUMNI BYLAWS

Article I-NAME

Section 1. The organization shall be known as Pacific Lutheran University (PLU) Nursing Alumni.

Article II -PURPOSE

Section 1. The Nursing Alumni shall cultivate involvement of the graduates by promoting alumni networking and mentoring of current students and alumni. Additionally, it shall support fundraising activities for the PLU School of Nursing, approved by the Executive Board.

Article III -MEMBERSHIP

Section 1. Members shall include all graduates of PLU School of Nursing.

Article IV -OFFICERS

Section 1. The following officers shall constitute the Alumni Board

1. President
2. President-Elect
3. Immediate Past President
4. Secretary
5. Treasurer
6. Historian
7. One (1) Faculty Liaison (non-voting member)
8. Three (3) Members-at-Large
9. One (1) current PLU Nursing student representative from Delta Iota Chi (non-voting member)

Section 2. Members shall be eligible to hold any of the elected offices. The faculty liaison is recommended by the PLU School of Nursing Faculty organization and/or Dean. The Faculty Liaison need not be a PLU Nursing Alumnus. A representative from the Office of Alumni and Constituent Relations will be present.

Section 3. The School of Nursing student member shall be appointed by Delta Iota Chi.

Article V -EXECUTIVE COMMITTEE

Section 1. The Executive Committee shall be composed of the President, President-Elect, Immediate Past President, Secretary, and Treasurer.

Section 2. The duties of the Executive Committee shall be as follows

- A. Appoint and give guidance to all special assignments
- B. Determine the regulations for governing its affairs
- C. Fill by appointment, any vacancies in the membership of the Executive Board
- D. Act for the organization in the interim between meetings
- E. Report the decisions of the Executive Board at the annual homecoming meeting

Section 3. The Executive Committee shall meet as needed at a time and place as designated by at least two (2) of its members or the President.

Article VI -TERMS OF OFFICE

Section 1. The President, the President-Elect, Immediate Past President and the Members-at-Large shall hold office for one (1) year.

Section 2. The term of office for the Secretary and Treasurer will be two (2) years. The Secretary and Treasurer shall be elected.

Section 3. No officer shall hold the same office more than two (2) consecutive terms.

Article VII -ELECTION

Section 1. All officers and Members-at-Large shall be elected by vote, at the annual meeting, and shall take office immediately thereafter.

Article VIII -DUTIES OF THE OFFICERS

Section 1. The President shall preside at all meetings, shall be chairperson for the Executive Board, shall be a member ex-officio of all committees and shall exercise general supervision over the affairs of the organization.

Section 2. The President-Elect shall perform all the duties of the President in his/her absence and will act as official host/hostess of the organization.

Section 3. The Immediate Past President shall review the bylaws and recommend changes, as needed, and prepare the next year's slate.

Section 4. The Secretary shall keep minutes, electronically, of general and Executive Committee meetings. Minutes will be approved electronically and stored at The Alumni and Constituent Relations Office. He/she shall perform general correspondence as needed.

Section 5. The Treasurer shall work with the School of Nursing staff and/or Faculty Liaison to keep an accurate accounting of finances and manage the transactions of the organization.

Section 6. The Faculty Liaison shall assist and advise the officers in maintaining continuity of the organization and will collaborate with the School of Nursing and other PLU departments as needed.

Section 7. The Member(s)-at-Large shall attend meetings and participate in the activities of the Nursing Alumni Board.

Section 8. The School of Nursing student Delta Iota Chi representative shall attend meetings and communicate relevant activity to other PLU Nursing students. She/he will also report Delta Iota Chi activities to the School of Nursing Alumni Board, requesting participation and/or assistance as needed.

Article X -SPECIAL ASSIGNMENTS

Section 1. The Executive Committee shall appoint ad hoc committees/task groups as needed.

Article XI -ORDER OF BUSINESS

Section 1. Alumni Board

A. The Alumni Board shall meet six (6) times a year; or as deemed necessary by the Executive Committee. The Board meetings shall be open to PLU Nursing Alumni. The Executive Board will determine the location and dates of the meetings.

B. A least 50% of the Executive Committee or the Alumni Board must be present at any meeting to constitute a quorum for the group. A simple majority of members present is required to approve any measure.

C. The Executive Committee may meet to conduct its business as its need arises.

Section 2. General Membership -The PLU Nursing Alumni will meet annually with additional meetings called at the discretion of the Executive Committee or at the request of at least five (5) members.

Article XII -ORDER OF BUSINESS

Section 1. The order of business at any regular meeting shall be conducted according to Roberts Rules of Order Newly revised 11th ed. (2013).

Article XIII -AMENDMENTS

Section 1. The rules may be amended at any regular or special meeting by two-thirds vote of the members present. Proposed amendments shall be available for review thirty (30) days prior to meeting where the vote will be taken.

Article XIV -DISSOLUTION

Section 1. Dissolution of the organization may occur with the approval of two-thirds of the regular members at the annual meeting.

Section 2. The Treasurer and the Faculty Liaison will resolve all outstanding accounts.

Section 3. The Historian will turn over all files/artifacts to PLU School of Nursing and PLU Archives.