

CONSTITUTION  
OF  
THE INDIANA UNIVERSITY SCHOOL OF LIBRARY AND INFORMATION SCIENCE  
ALUMNI ASSOCIATION

ARTICLE I  
NAME

The Name of this organization shall be the Indiana University School of Library and Information Science Alumni Association.

ARTICLE II  
PURPOSE

The purpose of the Association shall be to stimulate the interest of all graduates and former students of the Division of Library Science, Graduate Library Science, and the School of Library and Information Science who are, or have been, actively engaged in the profession so that the Association may be able to further the educational interests of the School of Library and Information Science and the alumni individually and collectively.

ARTICLE III  
MEMBERSHIP

Section 1: Alumni Qualifications. All persons who are either graduates or former students of the Division of Library Science, Graduate Library School, or School of Library and Information Science are eligible for membership in the SLIS Alumni Association.

Section 2: Membership. There are no SLIS Alumni Association membership dues. Membership in the IUAA is not required, but is strongly encouraged. All officers and board members of the SLISAA must be members of the IUAA.

ARTICLE IV  
OFFICERS

Section 1: The Officers. The officers of this Association shall be elected from among the active members and shall consist of a President, Vice President/President Elect, Immediate Past President, and Secretary-Treasurer.

Section 2: Terms of Office. The President, Vice-President and Past President shall each serve a one year term. The Vice President, following completion of a one year term, shall ascend to the office of the President for a one year term the following year. The President, following completion of a one year term, shall move into the role of Past President for a one year term the following year. All other officers shall serve for a two year term.

All terms shall follow the Fiscal Year of the Indiana University Alumni Association (traditionally July 1 – June 30).

Section 3: Responsibilities. The responsibilities of the Officers are those usually associated with their respective offices.

- a. The President shall preside at all meetings of the Board and is responsible for the general oversight of the Association. The President shall appoint and serve as an ex-officio member of all Board committees.
- b. The Vice President shall assist the President with all Board activities; preside in the absence of the President; and serve as President-Elect.
- c. The Past President shall assist the Board as needed and shall serve a one year term following the completion of a one year term as president.
- d. The Secretary/Treasurer shall be responsible for overseeing the minutes of all meetings and for correspondence of the Board. He/She shall also approve disbursements, work with the IUAA Liaison to prepare an annual board budget (to be approved by the Board), and submit financial reports. Financial reports shall be subject to audit.

## ARTICLE V BOARD OF DIRECTORS

Section 1: Membership. The Board of Directors shall consist of the duly elected officers as noted in Article IV, the representative to the Indiana University Alumni Association Executive Council, and at least six active members elected from the membership-at-large. Persons nominated for membership on the Board of Directors shall, to the extent possible, fairly represent geographic areas within and without the State of Indiana and fairly represent a broad range of graduating class years, as well as encourage diversity. Non-voting, ex-officio members shall include the Dean of the School of Library and Information Sciences and/or his/her designee, and a representative from the Indiana University Alumni Association. The President shall retain the right to invite additional ex-officio members to serve on the Board of Directors with the consent of the officers of the Board.

Section 2: Terms of Office. The members-at-large shall serve for three years. Members-at-large terms shall be staggered to avoid turnover of the entire board at the same time. Two members-at-large shall be elected each year.

All terms shall follow the Fiscal Year of the Indiana University Alumni Association (traditionally July 1 – June 30).

Members-at-large shall serve no more than two three-year consecutive terms.

Section 3: Election. Officers and board members shall be elected at the annual meeting with their term as prescribed in Article IV, section 2 and Article V, section 2.

Section 4: Vacancy. In the event that a member-at-large cannot complete his or her term, the Board may select a successor to complete the balance of the term, or the Board may select a successor to a new term.

Section 5: Representative to Indiana University Alumni Association Executive Council. The representative to the IUAA Executive Council shall serve a three year term.

Section 6: Responsibilities. The Executive Board is empowered to transact business on behalf of the Association. The Executive Board will advise the IUAA Executive Council through its appointed member to that Council about matters pertaining to the Association. The Executive Board's actions must be recorded and ratified at the next board meeting and recorded in the minutes.

## ARTICLE VI MEETINGS

The Board of Directors shall meet at least twice per year. One meeting shall serve as an annual meeting, traditionally in the spring, the exact time to be determined by the Board in conjunction with the Indiana University Alumni Association office. The Board reserves the right to permit its members to participate and vote through electronic devices or means as long as said member's participation is duly noted in the minutes for the meeting.

Except for special circumstances, board members should not be absent from more than one (1) meeting a year. Non-participation at three (3) succeeding meetings may be cause for removal.

## Article VII STANDING COMMITTEES

Section 1: The following standing committees are established, with membership open to any SLIS member and a chairperson as assigned below. Each committee chair has full voting privileges on all matters requiring a vote before the committee. The committee membership including the chair shall not exceed the number listed for each committee configuration listed below. Each member-at-large voting member is required to serve on one of these committees. All standing committee members must be members of the IUAA. The President shall serve as an ex-officio member of all committees with the exception of the Awards Committee.

- a. Alumni Outreach/Program Committee: The Vice President shall serve as Chair of this committee. This committee shall be charged with identifying, developing and maintaining relationships to strengthen the Association and elevate the awareness of SLIS. The committee is responsible for helping to plan and promote events and activities statewide, regionally and in targeted states which promote SLIS and its Alumni Association. Limited to no more than 5 members.
- b. Nominating Committee: The Vice President shall serve as the Chair of this committee. The Nominating Committee shall meet and, after due consideration, prepare one slate of officers which shall be presented at the annual meeting. This slate shall include nominations for the Vice President/President-Elect, the Secretary-Treasurer, and the two Board Members to be elected at large. The committee shall also nominate a representative to the Indiana University Executive Council at the expiration of the term of the current representative. Limited to no more than 3 members.
- c. Student Outreach Committee: The Chair of this committee shall be appointed by the President. This committee shall foster loyalty and community among current SLIS members. This committee shall visit with current SLIS students in the classroom. The group shall assist with identifying young alumni for the board and forward that information to the Nominating Committee Chair. This committee shall identify alumni mentors. The group shall assist with identifying current students or young alumni for the board and forward that information to the

nominating committee. Limited to no more than 3 members, current student membership is permitted and encouraged on this committee.

- d. Communications & Marketing Committee: The Secretary-Treasurer shall serve as Chair of this committee. This committee shall enhance communication opportunities for all alumni by helping to insure content and text for the alumni newsletter, website, social networking site(s) and e-mails. This committee works closely with the IUAA staff liaison and (Sarah's title). Limited to no more than 3 members.
- e. Finance Committee: The Secretary-Treasurer shall serve as the Chair of this committee. This committee shall seek ways to expand the revenue base for the SLIS Alumni Association initiatives (example: sponsorships). This committee shall work with the IUAA staff liaison to maintain council budgets and other financial matters. This committee shall submit and present a financial report to the board at their meetings. Limited to no more than 2 members.
- f. Awards Committee: The Immediate Past President shall chair this committee and appoint its members. This committee shall be charged with recruiting nominees for the SLIS Distinguished Alumni Award. Nomination forms shall be sent to the IU Alumni Association. The IUAA staff liaison will compile the nominations and send them to the Awards Committee members for review. The committee shall review all nomination forms and backup documentation and vote on the winners of both awards. A majority vote is required to determine the winners of both awards. Membership of the award committee will remain confidential, but will include at least one member-at-large. Limited to no more than 5 members.

#### ARTICLE VIII VOTING

The Board of Directors shall reserve the right to permit voting in any format or mechanism available to secure the greatest possible participation of the membership. Each active board member shall have one vote. Proxy voting is permitted as long as written notice is provided to the Secretary-Treasurer 72 hours prior to said vote.

#### ARTICLE IX AMENDMENTS

This Constitution may be amended at any annual meeting of the Association by a majority vote of the active members present provided:

- a. That the amendment or amendments shall have been placed before the members of the Association (for comment) in writing, via the SLIS newsletter or by posting on the SLIS website at least one month before the meeting at which such amendments are acted upon, or
- b. That the amendment or amendments shall, previous to their adoption have been acted upon favorably by at least a majority of the members of the Board.

