



INTERCOLLEGIATE KNIGHT ALUMNI CHAPTER BYLAWS

BSU ALUMNI ASSOCIATION MISSION:

The Boise State University Alumni Association connects, celebrates and engages alumni and friends of the University to build lifelong relationships that support a metropolitan university of distinction.

ARTICLE I - NAME

The formal name of this chapter shall be the Intercollegiate Knights (IK) Alumni Chapter of the Boise State University Alumni Association.

ARTICLE II - PURPOSE

The purpose of the IK Alumni Chapter shall be to support the mission of the BSU Alumni Association and to promote in an organized manner the interests of BSU in establishing closer contact between the University and the constituents of the IK Alumni Chapter.

ARTICLE III - MEMBERSHIP

The membership of the Chapter shall be all alumni initiated into the Golden Plume Chapter of the Intercollegiate Knights, former advisors, duchesses, and those particular persons awarded an honorary membership and who are interested in promoting the goals of the IK Alumni Chapter.

ARTICLE IV – CHAPTER VOLUNTEER LEADERSHIP

Section 1. Officers and at-large members

- (a) The officers of the Chapter shall include a president, president-elect, vice president, secretary, and treasurer. These officers shall perform duties prescribed by these bylaws.
- (b) The Chapter Board will have at least three at-large members who participate in Chapter planning meetings and activities, thus making a volunteer leadership base of seven persons.

Section 2. Qualifications

- (a) To be eligible for nomination as president-elect the candidate shall have served as Chapter vice president or a board member during the previous year.
- (b) To be eligible to serve on the Chapter's board, individuals must be current members of the Alumni Association.

Section 3. Nominations

- (a) The president shall appoint a chapter board member to direct the nomination process to elect new officers and at-large board members. The officers, at-large board members, and the general constituency may nominate candidates.
- (b) At least once during a two-year period, the Chapter will make a call for at-large board member nominations from its constituency.

Section 4. Elections and terms

(a) All eligible voters must receive notification of the ballot at least two weeks prior to elections. Candidates are elected by majority vote of eligible chapter members. Elections will take place as determined at the Chapter's annual meeting. Eligible chapter members are defined as those who are regularly active with the chapter.

(b) Terms of office are two years with two consecutive terms maximum.

(c) No member shall hold more than one office at a time, and no member shall be eligible to serve more than two consecutive terms in the same office, unless the Chapter's board grants an exception.

Section 5. Vacancies

The Chapter's Executive Board shall have the authority to appoint a member to complete a term that becomes vacant between elections. The appointee may be nominated to the same office at the next election.

Section 6. Chapter Executive Board

(a) The officers and at least three appointed at-large members shall constitute the Executive Board.

(b) The Executive Board shall conduct the business of the Chapter and have general supervision of the affairs between its meetings, fix hour and place of meetings and make recommendations to the Chapter.

Section 7. Officer Duties

(a) The duties of the president and/or president-elect shall be to:

- Preside at board meetings and other Association meetings
- Represent the Chapter at BSU Alumni Association Board of Directors meetings (when appropriate)

(b) The duties of the vice president shall be to:

- Preside in the absence of the president
- Perform such duties as the president and Chapter Executive Board shall assign.

(c) The duties of the secretary shall be to:

- Take minutes at the Chapter Board meetings
- Send the minutes to the Chapter Board members and BSUAA staff following the meetings
- Perform such duties as the president and Chapter Executive Board shall assign
- Inform the BSU Alumni Office changes in volunteer contact information.

(d) The duties of the treasurer shall be to:

- Review and regularly reports on the financial operation of the Chapter.
- Approve expenditures in consultation with and in accordance with BSUAA policies.
- Prepare the annual chapter budget in consultation with staff and present to the Chapter Executive Board
- Perform such duties as the president and Chapter Executive Board shall assign.

ARTICLE V - MEETINGS

Section 1. There shall be a minimum of two Chapter leadership meetings, one general alumni meeting, and at least two events during the fiscal year.

Section 2. A majority of the members shall constitute a quorum at any properly called meeting.

Section 3. Any member of the Chapter may attend a Chapter Executive Board meeting.

Section 4. Representatives of the Alumni Association may attend all chapter meetings.

Section 5. Other individuals not identified above may attend board meetings by invitation of the Chapter Board.

ARTICLE VI - COMMITTEES

Committees, special or standing, shall be appointed by the president with the approval of the Chapter Executive Board as deemed necessary to carry on the work of the Chapter.

ARTICLE VII - PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Chapter in all cases to which they are applicable and in which they are not inconsistent with these bylaws.

ARTICLE VIII - AMENDMENTS

These bylaws may be amended at any regular meeting of the Chapter by a two-thirds vote of the members, provided that the amendment has been submitted in writing at the previous regular meeting.

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