

TWU FORMER STUDENTS ASSOCIATION BYLAWS

PURPOSE

The Former Students Association (FSA) is organized to promote Texas Woman's University and to provide opportunities to current and former students and friends of the University for lifelong affiliation and volunteer partnership. The Association was established in 1905 as the Alumnae Association of the College of Industrial Arts and incorporated in 1971 as the National Alumnae Association of the Texas Woman's University. The membership approved the change of name from the National Alumnae Association to the Former Students Association in 2002.

ARTICLE I Membership

Section 1. MEMBERS: Any former student in good standing with the University who has completed at least six (6) semester hours of credit work is eligible to become a member of the Texas Woman's University Former Students Association upon payment of appropriate membership dues.

Section 2. ASSOCIATE MEMBERS: Any friend of the University may become an Associate Member of the Association upon payment of Association membership dues. Associate Members shall have all rights and privileges of membership except voting and holding office.

Section 3. SPECIAL MEMBERSHIPS: Special memberships may be established by the Board of Directors.

ARTICLE II Officers

Section 1. The elected officers of the Association and their order of presiding shall be President, President-elect, First Vice President, Second Vice President, Third Vice President, Fourth Vice President, Treasurer, Secretary, and Members-At-Large.

Section 2. PRESIDENT: The President shall preside at the annual meeting of the Association and shall be Chair of the Board of Directors and of the Executive Committee. The officer shall be an ex-officio member of all committees, except the Nominating Committee.

Section 3. PRESIDENT-ELECT: The President-elect shall act as apprentice for one year and thereafter assume the office of President. The officer shall assume the Presidency should the office become vacant between elections.

Section 4. FIRST VICE PRESIDENT: The First Vice President shall assist the President in the development and implementation of strategic plans.

Section 5. SECOND VICE PRESIDENT: The Second Vice President shall oversee existing chapters and the establishing of new chapters.

Section 6. THIRD VICE PRESIDENT: The Third Vice President shall plan and coordinate Association events and programs.

Section 7. FOURTH VICE PRESIDENT: The Fourth Vice President shall oversee class agents.

Section 8. SECRETARY: The Secretary shall record the minutes of all meetings of the Association, the Board of Directors, and the Executive Committee.

Section 9. TREASURER: The treasurer shall oversee the work of the finance committee and financial affairs of the Association.

Section 10. MEMBER-AT-LARGE: The member-at-large shall act as assistants to the President, as consultants to the Association, and as goodwill ambassadors to the University.

Section 11. PARLIAMENTARIAN (non-voting): The President shall appoint a Parliamentarian who shall be present at all meetings of the Association, the Executive Committee, and the Board of Directors. If the Parliamentarian is absent, the President shall appoint someone to act in the absence of the officer.

ARTICLE III Meetings

Section 1. ANNUAL MEETING: The annual meeting shall be held during Homecoming at Texas Woman's University, Denton campus.

Section 2. NOTICE: Notice of all Annual, Executive Committee, and Board meetings shall be communicated to respective members not less than two (2) weeks in advance of the meeting.

Section 3. QUORUM: Twenty-five (25) members of the Association shall constitute a quorum for transaction of business at the annual meeting of the

Association. For transaction of business at the Board of Directors or Executive Committee meetings, a quorum shall consist of the voting members of the board who are present at any meeting after a notice of the meeting has been given. No business may be transacted unless the meeting agenda has been give to each member of the board in writing, by fax, or by email at least five days prior to the date of the meeting.

Section 4. SPECIAL MEETINGS: A special meeting of the Association may be called by the President or shall be called at the written request of twenty-five (25) voting members. Written notice shall be given to all members at least two (2) weeks in advance. The purpose of the meeting shall be stated in the call.

Section 5. MINUTES: The minutes of the annual meeting of the Association shall be on file at the Former Students Association office and available upon request.

ARTICLE IV

Board of Directors and Executive Committee

Section 1. BOARD OF DIRECTORS: The Association shall be governed by a Board of Directors consisting of the elected officers, a representative of the Past Presidents' Council, the chair of the Nominating Committee, and chairs of Standing Committees. The Vice President of Student Life/Director of Alumni Relations, the Parliamentarian, and the President of TWU Student Government Association (elected by student body) shall serve as ex-officio, non-voting members. The Board shall meet at least once in the fall and once in the spring. (Quorum, see Article III, Section 3.)

Section 2. EXECUTIVE COMMITTEE: There shall be an Executive Committee composed of the elected officers, and a representative of the Past Presidents' Council, and the chair of the Nominating Committee. The Vice President of Student Life/Director of Alumni Relations, the Parliamentarian, and the President of TWU Student Government Association (elected by student body) shall serve as ex-officio, non-voting members. Between meetings of the Board of Directors, the activities of the Association shall be managed by the Executive Committee. They shall meet on call by the President or by four (4) members of the Executive Committee. (Quorum, see Article III, Section 3.)

Section 3. REMOVAL FROM OFFICE. The Executive Committee shall have the power to remove officers and/or committee members who are not performing their duties.

ARTICLE V

Committees and Councils

Section 1. STANDING COMMITTEES: Standing committees of the Association shall be as follows: Chapter Formation and Maintenance, Membership Promotion and Processing, Finance, Scholarship Programs, Communications Technology, and Alumnae Delegate Council. The office manager of the Association may serve as an ex-officio member of all standing committees.

Section 2. SPECIAL COMMITTEES may be appointed by the President as deemed necessary.

Section 3. PAST PRESIDENTS' COUNCIL: The Past Presidents' Council shall be comprised of the Past Presidents of the FSA. The Council shall meet at least once a year and shall elect one representative to the meetings of the Board of Directors as well as to the meetings of the Executive Committee.

Section 4. CLASS AGENTS COUNCIL: Representatives from each class year shall compose the Class Agents Council which shall meet at least once each year. The Fourth Vice President shall serve as chair and as liaison between the council and the Board of Directors.

ARTICLE VI

Elections

Section 1. OFFICERS AND STANDING COMMITTEE CHAIRS: The officers and standing committee chairs shall serve for a period of two (2) years with the exception of the President-elect who shall serve for one (1) year only. Officers and standing committee chairs may not succeed themselves more than once. Installation of officers and standing committee chairs shall be held at the annual meeting of the Association.

The year of the election for the offices of Third Vice President, Treasurer, Secretary, and the standing committee chairs of Alumnae Delegate, Communications Technology, Scholarship Programs, and Membership Promotion and Processing and two members of the nominating committee shall alternate with the year of election for the offices of the President-elect, First Vice President, Second Vice President, Fourth Vice

President, and member-at-large and for the standing committee chairs of Chapter Formations and Maintenance, Finance, two members of the Nominating Committee, and Chair of the Nominating Committee.

Section 2. NOMINATING COMMITTEE: The Nominating Committee shall consist of five (5) voting members of the Association who shall serve for staggered two (2) year terms; in addition, the immediate Past President shall be an ex-officio member. The committee shall present to the Board of Directors a slate of (a) nominees for officers for each office of the Association and standing committee chairs to be filled and (b) nominees for required members of the Nominating Committee, and shall file the names with the Director the third week in January. Consent of members must be obtained before their nomination.

Section 3. QUALIFICATIONS: Only voting members of the association may hold office and no one shall be eligible for the office of President-elect who has not been a member of the Association for three (3) years preceding the election.

Section 4. VOTING: Elections shall be by regular mail or electronic mail. Officers shall be elected by a majority of those members casting ballots, provided the members have received the ballot at least thirty (30) days prior to the required date for the ballot's return to the Association office.

Section 5. VACANCIES: Vacancies of elected offices shall be filled by the Executive Committee.

ARTICLE VII

Indemnification and Limitations of Liability

All officers or other elective or appointed representatives of the Association shall be indemnified and their liability limited to the fullest extent authorized by the Texas Non-Profit Corporation Act, Article 1396-2.22A, Vernon's Annotated Civil Statutes, as it now exists or hereafter may be amended.

ARTICLE VIII

Amendments

These Bylaws may be amended by two-thirds (2/3) vote of those members casting ballots, provided the members have received the proposed changes at least thirty (30) days prior to the required date for the ballot's return to the Association office.

ARTICLE IX

Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with the Bylaws and any special rules of order the Association may adopt.

Organized June, 1905; Constitution adopted June 2, 1919; Association chartered and Constitution adopted 1971; Constitution renamed Bylaws and amended 2004. Bylaws amended 2005, 2006 and 2008.

