**BEREA COLLEGE**

**STUDENT ALUMNI COUNCIL**

Articles of Organization

**Article 1- NAME AND DURATION**

The name of this Council is the “Berea College Student Alumni Council” (referred to in this document as “the Council”) and its duration shall be perpetual. The Council is an unincorporated advisory council comprised of students of Berea College and shall not constitute a department of the College.

**Article II- PURPOSE**

The purposes of this Council shall be to support the development and continued sustainability of Berea College, to encourage fellowship and social activity among the students of the College, to promote communication and provide information among students and while developing opportunities for dialogue between students and other segments of the College community, to assist the College’s developmental efforts with the students and to promote fund raising within the Council, and to support the College’s mission and the Great Commitments of Berea College and other governing document of the institution.

**Article III- BEREA COLLEGE STUDENT ALUMNI COUNCIL**

***Section 3.01 Composition***

The Council shall be composed of the following positions: a President, Committee chairs, a Recording Secretary, the Adviser. All members of the Council shall have vote and voice at meetings.

***Section 3.02 Student Representation***

There shall be one (1) Berea College student government representative ambassadors on the Council in a non-voting capacity. This representative shall be a member of the current student government administration or a designee of the Adviser. Other student representative may be invited at the discretion of the Council.

***Section 3.03 Absences***

Absences from three (3) consecutive, regular Council meetings shall terminate membership on the Council upon ratification by majority vote of executive leaders present at a regularly scheduled meeting. Notification of termination shall be from the Council Adviser.

***Section 3.04 Powers***

The Council shall assume an advisory role of the affairs of the student body consistent to these Articles of Organization and the governing documents of Berea College. The Council shall have power to appoint committees to carry out its purpose.

**Article VI- OFFICERS**

***Section 4.01 Officers***

The officers of the Council shall be a President, three (3) chairperson(s), a Recording Secretary, and the Adviser from the Alumni Relations Staff.

***Section 4.02 President***

The President shall: (i) preside at all meeting of members of the Council and (ii) delegate specific responsibilities to the Chairperson(s), Recording Secretary and perform other duties consistent with these Articles of Organization.

***Section 4.03 Chairperson(s)***

The chairperson of each committee is appointed by the President and the Adviser. Individuals who are serving on each committee picked by a combination of the President and Adviser, as well as expressing their personal preference. This is applicable for all committees except Berea Patrons.

***Section 4.04 Recording Secretary***

The Recording Secretary shall be appointed by President and Adviser. Duties include but are not limited to taking notes at meetings, being able to provide minutes from past meetings in present ones, and to work alongside the President to make sure post on media outlets (Facebook, email, etc.) are sent out in a timely manner and to all members of the Council.

***Section 4.05 Vacancies in the Office of President, Chairperson, or Secretary***

In case of vacancy in the office of the President and/or a chairperson, the Adviser shall appoint a successor.

**Article V- MEMBERS**

***Section 5.01 Eligibility***

Those who demonstrate his or her support of the Council and Berea College consistent with Article II of these Articles of Organization are eligible for membership into the Council. Members must hold at least a minimum of a grade point average (GPA) of 2.75 as well as agree to random labor checks to ensure they are fulfilling their labor hours.

***Section 5.02 Duties***

Members of the Council shall have such duties as are assigned by the Articles of Organization and such additional duties as may be assigned by the President with the consent of the Adviser. In addition to what is listed, members shall attend **half** of the events sponsored by the Council and the committees.

***Section 5.03 Succession to the Office of President***

Upon the expiration of his or her term as President or upon vacancy in the office of the President, the new President will be appointed by the Adviser and the current President.

**Article VI- STANDING COMMITTEES**

***Section 6.01 Standing Committees of the Council***

The standing Committees of the Council shall be the Student Philanthropy Committee, the Networking Committee, and the Public Relations Committee. Other standing committees may be established based on the demand of the organization within the Berea College student community which will be decided on by the Adviser.

***Section 6.02 Student Philanthropy Committee***

Berea Patrons will be serviced from this committee. Members of the Council will educate the student body on the importance of giving back as a student. They will coordinate events in conjunction with fundraising and philanthropy. This committee will have a great focus on stewardship of each Berea Patron as they become a member. The Coordinator of Student, Young Alumni, and Volunteer Engagement Programs will work with the committee to set forth goals and implementation of philanthropy events.

***Section 6.03 Networking Committee***

This committee will work to gain a meaningful partnership with alumni and campus organizations to bring together students and alumni with similar interests and career aspirations. The Networking committee will help design programs that have a career oriented focus for the students. The goal of the committee is to create small events that will lead into the large Homecoming event of Great Conversations. This committee will also focus on alumni mentoring and students will invite alumni with the help of the Alumni Relations staff back to campus to participate in such events.

***Section 6.04 Public Relations Committee***

This committee will work with the Student Philanthropy and the Networking committees as well as the Alumni Relations Office to connect students and alumni. They will be responsible for campus and public outreach and all advertisement of events sponsored by the council and committees.

**Section VII-MEETINGS**

***Section 7.01 Regular Meetings***

The Council shall hold meetings once a month. Attendance is **mandatory**. Meetings will be held in the location of the President’s choice and the most convenient for the Council as a whole. Should meetings be cancelled or moved elsewhere, it will be the President’s responsibility to notify all Council members via email, Facebook, etc.

***Section 7.02 Leadership Meetings***

The president of the council and all chairpersons shall meet biweekly (every other week) to update each other on activity amongst committees. Attendance is mandatory and meetings will be held at the most convenient location for the leadership. Should meetings be cancelled or moved elsewhere, it will be the President’s responsibility to notify all Council members via email, Facebook, etc.

***Section 7.03 Special Meetings***

The President and/or Adviser may call special meetings of the Council. Members shall be given reasonable notice of the date and time of a special meeting. Special meeting location will also be indicated.

***Section 7.04 Conduct of Meetings***

A majority of the members of the Council present in person shall constitute a quorum. In the absence of a quorum at the time and place set for a meeting, the Council member(s) present shall adjourn the meeting until a time that a quorum is present. The President and/or Adviser shall send each Council member, by regular or express mail, fax, email or other generally accepted means of electronic communication, notice of time and place of the adjourned meeting, said notice to be transmitted in a reasonable amount of time in advance of the reconvening of the adjourned meeting.

Upon determination that a quorum exists, a majority of those present and voting may pass any measure. As presiding office, the President of the Council shall rule on all questions of parliamentary procedure and order. Such rulings may be overruled by majority vote of the voting members of the Council.

**Article IIX- CONSTRUCTION**

These Articles of Organization shall be constructed in a manner consistent the Articles of Incorporation and By Laws of Berea College. In the event of any conflict, the College’s Articles of Incorporation and By Laws, in that order, shall control over these Articles.

**Article IX- AUTONOMY OF THE COUNCIL AND THE COLLEGE**

The Council, as an unincorporated organization, shall be autonomous from Berea College and the actions, view and opinions of the Council, as expressed by its chairperson (s), the President, and the members of the Council shall not constitute the actions, view or opinions of Berea College. The College shall, at all times, be in charge of and responsible for the Office of Alumni Relations, the Direction of Alumni Relations, and the staff of said office and all property and fund of said office. The Council shall not own property or hold funds in its own name; rather all property and funds contributed by the Council and its members for the benefit of Berea College shall be the property of Berea College.

**Article X- AMENDMENTS**

These Articles of Organization may be amended by an affirmative vote of a majority of the voting members of the Council thirty (30) days after notice of the proposed changes.

**Article XI-EFFECTIVE DATE AND TRANSITION**

***Section 10.01 Effective Date***

These Articles of Organization shall be effective immediately upon passage by the Council.

Revision 1, August 28, 2015

Revision 2, August 24, 2016