ARTICLE I - Name
The name of this organization shall be the Michigan State University College of Osteopathic Medicine Alumni Association. Referred to in this document hereafter as the Association. The Association is a constituent group of the MSUAA.

ARTICLE II - Purpose
The purpose of the Association is to assist the Michigan State University College of Osteopathic Medicine (MSUCOM) in meeting its goals and to engage in activities which benefit the MSUCOM Alumni Association. The Association will accomplish this by:

1) Promoting collegiality among graduates, students, faculty and friends of MSUCOM.
2) Fostering a commitment of the alumni of MSUCOM to its programs.
3) Providing a framework to enhance communication between the alumni of both MSUCOM and Michigan State University (MSU).
4) Providing a source of educational and professional programs for alumni, students, faculty and friends.
5) Promoting activities which further the visibility and prominence of MSUCOM.
6) Providing resources - both human and financial - which assist MSUCOM in meeting its needs.
7) Providing counsel to MSUCOM regarding issues of importance to alumni.
8) Assisting MSUCOM and MSU in identifying outstanding prospective students.
9) Establishing local and regional alumni activities.

ARTICLE III- Membership
Section 1 - Regular Membership.
1) Qualifications: All graduates of MSUCOM shall be eligible to become a Regular Member.
2) Rights: A Regular Member in good standing shall have the right to attend all meetings of the Association, to have voice and voting privileges therein, and to be eligible for any office, honor, or privilege, except as restricted elsewhere in these Bylaws.
3) **Dues:**

Regular Membership in good standing shall be on an annual basis. Payment of membership dues will be made to the MSUAA, designating MSUCOM as the constituency to which the alumnus wishes to belong. This qualifies the alumnus for membership in the Association. Membership will be based on combined annual dues for both the MSUAA and the Association. Annual dues for Regular Membership shall be determined from time to time by the MSUAA.

**Section 2 - Associate Membership.**

1) **Qualifications:** All non-alumni friends of MSUCOM shall be eligible for Associate Membership.

2) **Rights:** An Associate member shall have the right to attend all meetings of the Association, to have voice therein, and to be eligible for any honor or privilege, except s/he shall not have the right to vote nor the right to hold office or serve on the Board of Directors of the Association.

3) **Dues:** Annual dues for the Associate Membership shall be determined from time to time by the MSUAA.

**Section 3 - Life Membership.**

1) **Qualifications:** A life membership, paid to the MSU Alumni Association MSUAA, shall be honored by the Association.

**Section 4 - Honorary Membership.**

Honorary Members shall be those who, by virtue of office, accomplishment or outstanding contribution to the field of osteopathic medicine, have been selected by the Board of Directors. Honorary Members shall have the same constituent association rights and privileges as alumni members except they may neither vote, hold office, nor serve on the Board of directors of the association and shall not be required to pay dues.

**Section 5 - Admission to Membership and Duration of Membership.**

All individuals qualifying for Regular or Associate Membership, as stated above shall be so notified by the Association.

**Section 6- Status of Membership.**

A member shall be in “Good Standing” if s/he has paid dues within the previous year. Past unpaid dues are not accountable. A member not in “Good Standing” shall have no right to vote nor shall s/he be eligible to hold office or serve on the Board of Directors of the Association.

**Section 7 - Regional Alumni Clubs**
Regional alumni clubs may be designated by the board on a geographical basis, to help serve the alumni and help promote the objectives MSUCOM.

ARTICLE IV - Meetings of Members Section 1 - Annual Meeting.

A meeting of the members of the Association shall be held annually. The annual meeting is held for the purpose of reviewing the Association’s activities and progress during the previous year, and its plans and programs for the ensuing year, and transacting such other business as may arise.

Section 2— Board of Directors Meetings.

A meeting of the Board of Directors shall be required to be held twice annually. Additional meetings of the board of Directors may be called by the President or by three or more of the Directors. A quorum of the Board is represented by a simple majority of the voting members. No decision of the Board shall be binding upon the Association unless a quorum of the Board is present. Notice of a Board meeting shall be given at least three (3) weeks prior to a scheduled meeting.

ARTICLE V - Board of Directors

Section 1 – Directors Members.

The Directors of the Association shall be designated as the Board of Directors and each member shall have the privilege of voice and vote in all matters that come before the Board. Twelve (12) members shall be selected from among Association members in good standing. The President of the MSUCOM Student Government shall also serve as a Director with voice and voting privilege.

Section 2 - Student Representation.

One student representative from each class of the current student body shall be invited to serve on the Board of Directors and shall have the right to attend all meetings of the Association. Student members shall not have the right to vote. The process of selecting student members shall be the responsibility of MSUCOM.

Section 3 - Ex-Officio Members.

Ex-Officio members of the Board, without the right to vote, shall include the Dean of the College of Osteopathic Medicine and the Associate Dean. The immediate Past President of the Board shall serve as an ex-officio voting member of the Board, if his/her elected term of office has expired.

Section 4 - Elections.

A nominating committee shall be appointed by the President of the Association by September 1 each year. The nominating committee shall present to the Board of Directors the names of nominees from recommendations solicited from the total membership. New members to the Board will be elected by the Board of Directors. Initially, twelve Directors shall be elected to the Board of Directors, each to serve a
three (3) year term of office. Thereafter, three members of the Board shall be elected each year with terms to be staggered so that three (3) directors retire from the Board each May. The term of office of each newly elected Director shall begin June 1st. No Director may serve more than two (2) consecutive terms without leaving the Board for at least one year.

Section 5 - Executive Secretary.

The Board of Directors shall have an Executive Secretary representing the staff of the External Programs Unit of MSUCOM. The Executive Secretary shall not have the right to vote.

Section 6 - Vacancies.

In the event of death, resignation or disqualification of an officer, the Board of Directors shall elect another Director to fill the vacancy for the unexpired term. The Vice President shall succeed to the office of President in the event a presidential vacancy occurs.

Section 7 - Meetings and Quorum.

Meetings shall be held as provided in these Bylaws. A quorum shall be declared present when a majority of the voting members of the Board of Directors is present for a scheduled meeting. A vote by mail may be taken on any matter when, in the judgment of the President, a special meeting is not feasible.

Section 8 - Duties.

1) The Board of Directors shall be vested with the management of the affairs of the Association, including responsibility for planning, financial management, and policy development.

2) The Board may formulate rules governing the expenditure of monies to meet the necessary expenses of the Association.

3) The Board shall conduct all elections and shall have such other powers and duties as may be provided hereinafter.

4) Board members shall participate in at least two (2) functions per year promoting MSUCOM other than Board meetings. Functions may include, but are not limited to student interviews, social activities at MSUCOM, the MOA Convention or the AOA Convention, legislative activities or other activities promoting MSUCOM and its mission. Activities may be in the state of Michigan or the Board members home State.

ARTICLE VI - Officers

Section 1 Names of Officers, Election of Officers, and Terms of Office.
1) The officers of the Board of Directors of the Association shall consist of a President, Vice President and an Executive Secretary. The term of President shall last for two years.

Section 2 - Removal.

A Board member who is absent from two consecutive board meetings without being excused may be replaced upon a majority vote of the Board.

Section 4 - Duties of the President.

1) The President shall be the chief executive officer of the Association, and, as such, shall carry out the expressed will of the Board of Directors and of the Association in all matters not in conflict with the Bylaws of the Association and MSUCOM. S/he shall preside at all meetings of the Association and the Board of Directors. S/he shall appoint all committees, subject to the approval of the Board of Directors, and shall be an ex-officio member of all committees. S/he shall submit, at the regular annual meeting of the Association, a comprehensive written report of all the activities of the Association during the past year and future directions. This report also shall be submitted to the Executive Board of MSUAA.

2) The President shall perform such other duties as custom and parliamentary usage requires, or the Board of Directors may elect.

Section 5 - Duties of the Vice President

The Vice President shall assist the President as requested. In the absence or incapacity of the President, the Vice President shall temporarily assume the duties of the President.

Section 6 - Duties of the Executive Secretary.

The Executive Secretary shall attend all meetings of the Association and the Board of Directors, and shall keep minutes of their respective proceedings in a book provided for such purpose. All administrative duties and records shall be maintained by the External Programs Unit of MSUCOM.

Article VII - Miscellaneous

Section 1 - Rules of Order.

All meetings of the Association and the Board of Directors shall be governed by the parliamentary rules and usage’s contained in the current edition or Robert’s Rules of Order, when not in conflict with the Association’s Bylaws.

Section 2 - Order of Business.

I) The order of business of the Board of Directors shall be:

A) Roll call

B) Reading of the minutes and financial report
C) Report of the Committees  
D) Unfinished business  
E) New business  
F) Adjournment  

ARTICLE VII - Amendments to Bylaws Section 1 - Proposals.

Any amendment(s) or repeal of any of these Bylaws may be proposed by resolution to the Board of Directors for consideration at any regular Board meeting and adopted by the affirmative vote of a majority of the voting members present when a quorum is declared. Consideration of any amendment(s) or repeal of any of these By-laws by the Board of Directors may be proposed in writing when signed by not less than fifty members of the Association entitled to vote, and which are then filed with the Secretary.

Section 2 - Submission.

The proposed amendment(s) shall be provided in an appropriate MSUCOM publication, or mailed to all members in good standing.

Section 3 - Suspension of the Rules

The rules of order of business shall govern any meeting when a quorum has been declared. These rules may be suspended only by a unanimous vote of the Board of Directors.

The effective date of the Bylaws September 2005.

The proposed changes to the By-Laws have been submitted May 2010.