

Manchester Community College Alumni Association, Inc.  
**Constitution**

Article I – Name

The name of this organization shall be the Manchester Community College Alumni Association, Inc. and may be referred to as MCCA.

Article II – Mission

The mission of the MCC Alumni Association is to foster a vibrant and diverse alumni group of choice whose membership is representative of the college community; build an effective network of alumni which is capable of providing meaningful financial and volunteer support; provide a vehicle for enhancing political influence and support to the college; provide a conduit for community support in the college's service area.

Article III – Tax-Exempt Organization

It is the intent of the Alumni Association to operate as a non-profit organization within the meaning of Sec. 501 (c) (3) of the Internal Revenue code.

Article IV – Membership

Section I Members: All persons who have completed at least one class at Manchester Community College, express a desire to become members by completing an approved membership form, and pay the current annual fee as stated in the By-Laws.

Section II Current Members: A member who has paid the current membership fee shall be a current member and have voting privileges at General and Special Meetings.

Section III Honorary Members: Honorary membership may be granted, upon recommendation and approval by the Board of Directors. Honorary members may not hold office and do not have voting privileges.

Article V –Board of Directors and Elections

Section I: The Executive Board of the Alumni Association shall be: President, Vice-President, Secretary, Treasurer, and any other member designated by the President. The power and duties of the officers shall be provided in the By-Laws, Article II.

Section II: The liaison of alumni affairs is responsible for the administration of a college-wide alumni program as a staff member of the Office of Institutional Development of MCC. The liaison will maintain a working relationship between the Alumni Association and the College administration and will work closely with the

Alumni Association and its Board of Directors. The Liaison advises the Alumni Association and provides them with tools so that they can be successful.

Section III: The Alumni Association Board of Directors shall be composed of the Executive Board, the liaison of alumni affairs and other Directors. The liaison of alumni affairs shall have no vote. Greater than 50% of the voting directors shall constitute a quorum of the Board of Directors. Members of the Board of Directors must have attended MCC and be voting members of the Alumni Association.

Section IV: Election of the president, treasurer, and expiring and new Directors shall take place at the spring general meeting of each odd-numbered year. The election of vice president, secretary and expiring and new Directors shall take place at the spring general meeting of each even numbered year. All elections shall be by the procedure set forth in the By-Laws, Article III, Section I and II. Terms will begin on July 1 following the election.

Section V: Directors Emeritus. The Board of Directors may confer the distinguished title of "Director Emeritus" to any former director it feels has rendered distinctive service to the Alumni Association. The Director Emeritus shall be allowed to attend all Board of Directors meetings but shall not have a vote on the board.

Section VI: Honorary Directors. The Board of Directors may confer the distinguished title of "Honorary Director" to any retiring director it feels has rendered meaningful service to the Alumni Association. The Honorary Director shall be allowed to attend Board of Directors meetings upon invitation.

#### Article VI – Meetings

The conduct and frequency of meetings shall be determined in the By-Laws, Article VI.

#### Article VII – By-Laws

The MCCA shall adopt By-Laws, which shall set forth the procedures for the internal administration of MCCA, consistent with the provisions of this Constitution.

#### Article VIII – Amendments

Section I: The Constitution and By-Laws may be amended by a majority vote of the Board of Directors. The current membership of the Association will vote to ratify the amendment(s) at the next General Meeting. All current members will be notified of upcoming ratification proposals at least 15 days prior to the date of the meeting.

Section II: Any current member can propose an amendment to the Constitution and By-Laws. Proposals must be submitted to the Board of Directors at least 30 days

prior to the next General Meeting for its review and recommendations. The current membership of the Association will vote on the proposed amendment with or without the Board's approval. All current members will be notified of upcoming amendment proposals at least 15 days prior to the date of the meeting.

#### Article IX – Fiscal Year

The fiscal year of the Alumni Association shall begin on January 1 of each calendar year.

#### Article X – Dissolution

In the event of dissolution of the Alumni Association, the Board of Directors shall make the provision for the payment of all the liabilities of the Alumni Association with available assets. All remaining funds shall be placed in a trust to be used for scholarship purposes. The amount of money awarded in scholarships each year shall not exceed the income earned by the trust during the preceding year. The MCC Foundation will administer the trust. The Foundation shall determine the scholarship recipients based on scholastic and financial need.

*Approved 5/11/06*