Society of MBA Alumni Bylaws

1. Article I. Name, Purpose, Mission and Goals
   1. Section 1. The name of this organization shall be the Society of MBA Alumni.
   2. Section 2. The purpose is to provide a means for alumni and friends to engage for the pursuit of their interests and the advancement of the Iowa State University MBA.
   3. Section 3. The mission is to support and strengthen the relationship between the Iowa State University MBA and its network of alumni and friends.
   4. Section 4. The goals are:
      - To connect the Iowa State University MBA with alumni through communication, activities and events
      - To link Iowa State University MBA students with business professionals for the purpose of networking and creating opportunities for internships and jobs
      - To foster networking relationships among alumni
      - To support the Iowa State University MBA program fundraising efforts
      - To serve as a channel for identifying future Iowa State University MBA students
      - To increase membership and active participation in the Society of MBA Alumni and the Iowa State University Alumni Association

2. Article II. Membership
   1. Section 1. The Society of MBA Alumni is open to all alumni, faculty, staff and students of the Iowa State University MBA program.
   2. Section 2. Members of the Society of MBA Alumni are not required to pay dues for membership.

3. Article III. Leadership Board Officers
   1. Section 1. The Society of MBA Alumni is directed by the Iowa State University MBA program. It is organized and guided by a volunteer leadership board.
   2. Section 2. The leadership board officers must be Iowa State University MBA alumni.
   3. Section 3. Initial leadership board officers will be nominated by the Iowa State University MBA program. The officers will be appointed based on nominations. At the first leadership board meeting, officers will be appointed to one-year terms. Thereafter, the Iowa State University MBA program will appoint leadership board officers following a nomination process by faculty, staff, students, and MBA alumni.
   4. Section 4. After the appointment of the initial leadership board, officers will have the possibility of reappointment.
5. **Section 5.** Leadership board officers may not serve more than three consecutive one-year terms.

6. **Section 6.** Appointment of new board members will occur each year at the first spring meeting of the Society of MBA Alumni.

7. **Section 7.** Leadership board officer positions include:

   - **President** - work with the Iowa State University MBA program administration and the Iowa State Alumni Association to create a strong relationship between the Society of MBA Alumni and the MBA program; provide vision and direction for the Society of MBA Alumni; and coordinate the activities of the Society of MBA Alumni leadership board officers
   
   - **Vice President** - perform the duties of the President in his/her absence; work with the President to coordinate the activities of the Society of MBA Alumni leadership board officers; and assist all leadership board officers as needed
   
   - **Secretary** - maintain records of Society of MBA Alumni communication activities and meetings; assist the Iowa State University Alumni Association in updating alumni contact information
   
   - **Treasurer** - manage the funds of the Society of MBA Alumni and keep record of all expenses as well as income generated
   
   - **Leadership Chair** - work with the Iowa State University MBA program administration to coordinate and promote leadership and professional development events
   
   - **Social Chair** - work with the Iowa State University MBA program administration to coordinate and promote social and networking events
   
   - **Iowa State University MBA Student** - a current Iowa State University MBA student will serve as a liaison between the Society of MBA Alumni and the student body in the Iowa State University MBA program

8. **Section 8.** A leadership board officer position may go unfilled when agreed upon by the Iowa State University MBA program administration and a simple majority of leadership board officers.

9. **Section 9.** Additional leadership board officer positions may be created when agreed upon by the Iowa State University MBA program administration and a simple majority of leadership board officers.

4. **Article IV. Committees of the Board**

1. **Section 1.** Society of MBA Alumni leadership board officers will establish committees to assist with marketing and communication and event coordination.
2. **Section 2.** The Leadership Chair and Social Chair will oversee the work of their respective committees and will report the work of their committees to leadership board officers.

3. **Section 3.** Leadership board officers will appoint committee members.

4. **Section 4.** The number of committee members in each area will vary depending on needs.

5. **Section 5.** Committee members do not hold voting rights for official Society of MBA Alumni business.

6. **Section 6.** Additional committees may be created when agreed upon by the Iowa State University MBA program administration and a simple majority of leadership board officers.

5. **Article V. Meetings and Decision Making**

   1. **Section 1.** Leadership board officers will meet quarterly or as needed via conference call.

   2. **Section 2.** The President or the Iowa State University MBA program administration may call special meetings.

   3. **Section 3.** A quorum of leadership board officers is required to conduct official business. Five leadership board officers will constitute a quorum.

   4. **Section 4.** A simple majority of leadership board officers is required for all votes related to official business.

   5. **Section 5.** The Iowa State University MBA program administration will decide tie votes.

   6. **Section 6.** Committee members are welcome but not required to participate in officer meetings and special meetings.

   7. **Section 7.** The President will give updates at each meeting.

   8. **Section 8.** The Secretary will provide the Iowa State University MBA program administration with a copy of all meeting minutes.

6. **Article VI. Member Tracking**

   1. **Section 1.** The Society of MBA Alumni will assist the Iowa State University Alumni Association and the Iowa State University Foundation in updating alumni contact information. All contact information will be maintained by the Iowa State University MBA program administration. The Iowa State University MBA program administration will share alumni records with the Iowa State University Foundation. The Iowa State University Foundation maintains all alumni and donor contact information for Iowa State University.
2. **Section 2.** Participant lists will be created for all Society of MBA Alumni events and activities. Lists will be provided to the Iowa State University MBA program administration.

7. **Article VII. Communication with Members**

   1. **Section 1.** The Society of MBA Alumni will regularly communicate with members through channels such as:
      - A website
      - E-mail blasts
      - E-newsletter
      - Social media (Facebook, Twitter, LinkedIn)

8. **Article VIII. Events**

   1. **Section 1.** Leadership board officers will work with the Iowa State University MBA program administration to coordinate and execute events such as:
      - MBA Alumni Tailgate (Fall)
      - MBA Women’s Basketball Game Watch (Spring)
      - Alumni gatherings in cities throughout central Iowa

9. **Article IX. Fundraising**

   1. **Section 1.** All fundraising efforts for the Iowa State University MBA program and the Society of MBA Alumni will be prioritized by the Iowa State University MBA program administration in coordination with the College of Business and the Iowa State University Foundation.

10. **Article X. Amendments to the Bylaws**

    1. **Section 1.** Amendments to the bylaws may be made when agreed upon by the Iowa State University MBA program administration and a simple majority of leadership board officers.