

CONSTITUTION **Draft Amendments, November 5, 2011**

Architecture ~~Affiliate Program~~ Alumni Group

Department of Architecture

H. Campbell and Eleanor R. Stuckeman School of Architecture and Landscape Architecture

College of Arts and Architecture

The Pennsylvania State University

Article I -- Name

The official name of this organization shall be the Architecture ~~Affiliate Program~~ Alumni Group ~~(ArchAPG)~~ (ArchAG) ~~until formally amended~~. For the purposes of this document, the name shall be known as and remain ~~ArchAPG~~ ArchAG. [See Article IX for amendment procedures]

Article II -- Purpose

The purpose of this ~~ArchAPG~~ ArchAG shall be to stimulate the continued interest of all graduates and friends of the Department, to act as an advisory board to the Department and to provide a means whereby alumni and friends may have enhanced relations and interactions with the Department.

Article III -- Membership

Membership in the ~~ArchAPG~~ ArchAG is open to all alumni and friends of the Architecture Department, regardless of their membership in the Penn State Alumni Association. ~~Membership will be conferred with the payment of annual dues, the rate for which will be established by the ArchAPG Board of Directors.~~ Membership will be free to all graduates ~~for the first year~~ following their graduation.

Article ~~VI~~ IV -- Board of Directors

Section 1: The affairs of the ~~ArchAPG~~ ArchAG shall be conducted by a Board of Directors consisting of fifteen ~~to sixteen~~ members, of which ~~twelve~~ eleven are voting members:

- A. Seven Board members are to be elected at large from the department alumni.
- B. Two Board members are to be appointed by the department head from the department alumni.
- C. ~~If the term of the~~ The immediate Past President of the ~~ArchAPG~~ ArchAG has expired, he or she shall be permitted to continue to serve on the Board for one additional year as an ex-officio member.
- D. A current faculty member to be appointed by the department head shall serve on the Board.
- E. A recent graduate from the previous year graduating class shall be elected by his/her graduating class for a one-year term.
- F. The Department Head and Assistant Department Head, ~~if applicable,~~ shall serve as ex-officio members.
- G. The President, or his/her designee, of the Arts and Architecture Alumni Constituent Society shall serve as an ex-officio member.
- H. ~~The Director of the School of Architecture and Landscape Architecture shall serve as an ex-officio member.~~

Section 2: The Board will elect the ~~ArchAPG~~ ArchAG officers: President, Vice President, Secretary and Treasurer.

Section 3: All actions of the Board of Directors shall be decided by a majority vote. A majority vote shall be defined as a simple majority of those present at any regular or duly called meeting of the ~~ArchAPG~~ ArchAG Board of Directors when a quorum is present. A quorum shall consist of ~~seven~~ six voting members of the Board of Directors.

Section 4: When a Board position becomes vacant, it will be filled via appointment by the Board of Directors. The appointee will serve the remainder of that term until the next scheduled election for that office. If the replacement member fills a vacant Board position for one year or less, he or she will be eligible to serve the full number of consecutive allowable terms upon reelection or reappointment as if elected or appointed anew.

Article VII V -- Election of the Board of Directors

Section 1: All voting Board members shall be elected or appointed to the Board of Directors for ~~two-year~~ three-year terms, with the exception of the recent graduate member, who shall serve a one-year term. The terms of the ten voting members with three-year terms shall be staggered to end over three consecutive years as follows:

- A. Year 1: Two "at large" members and one member appointed by the department head.
- B. Year 2: Two "at large" members and one member appointed by the department head.
- C. Year 3: Three "at large" members and the faculty member appointed by the department head.

The exception to this is when the Board is initially constituted, at which time the designated "Year 1" members shall serve an initial term limited to two-years, the "Year 2" members shall serve a standard three-year term, and the "Year 3" members shall serve an initial four-year term. All three initial groups shall subsequently be eligible for one consecutive full three-year term. The Board shall determine the "Year" designations of the initial Board members. ~~one half of the Board members will be appointed to a two year term and the rest appointed to a three year term.~~

Section 2: The seven at large members can self-nominate, be nominated by the Board, by the department, or by any ArchAPG ArchAG member. Elections will occur ~~every two years~~ annually by email ballot to all ArchAPG ArchAG members. The recent graduate member can self-nominate, be nominated by the department, or by any student enrolled in that year's graduating class (Undergraduate or Graduate).

Section 3: With the exception of ex-officio members, the recent graduate member, replacement members serving one year or less, and the immediate Past President, no officers or other Board members may be elected or appointed for more than ~~three~~ two consecutive ~~two-year~~ three-year terms. Upon termination of his or her one-year term, the recent graduate member shall be eligible to serve one consecutive three-year term in an elected or appointed Board position. After serving two consecutive three-year terms, a former member shall be eligible for re-election or re-appointment to the Board after an absence of three years.

Article IV VI -- Officers

Section 1: The officers of the ArchAPG ArchAG shall be President, Vice President, Secretary and Treasurer.

Section 2: Terms of all officers shall be for ~~two years~~ one year, commencing on the first of July following the time of election. The ArchAPG ArchAG Board of Directors shall elect the officers.

Section 3: When an office becomes vacant, it will be filled via appointment by the Board of Directors. The appointee will hold the office until the next scheduled election for that office.

Article V VII -- Duties of Officers

Section 1: The President shall preside at all meetings and shall be responsible for general supervision of all activities of the ArchAPG ArchAG.

- A. All committees shall be appointed by the President with the approval of the Board of Directors.
- B. The President shall serve on all committees as an ex-officio member.
- C. The President, or his/her designee, shall serve as the ~~ArchAPC's~~ ArchAG's delegate to the College of Arts and Architecture Alumni Constituent Society Board of Directors. The delegate to the College Alumni Society Board of Directors must be a member of the Penn State Alumni Association in order to have voting privileges on the Alumni Society Board, but absent of that membership, a non-member may serve as a delegate without vote.

Section 2: The Vice President shall preside in the absence of the President and shall perform such duties as may be assigned by the President.

Section 3: The Secretary shall be responsible for the recording and reading of minutes of all meetings and take care of correspondence.

Section 4: The Treasurer shall be responsible for reviewing and reporting on the finances of the ~~ArchAPC~~ ArchAG.

Article VIII -- Meetings

Section 1: At least one regular meeting of the ~~ArchAPC~~ ArchAG shall be held each year to be known as the annual meeting, and shall be held on the date and at the place fixed by the Board of Directors.

Section 2: Special meetings of the ~~ArchAPC~~ ArchAG shall be called at the direction of the President. Written notices of the annual meeting and of the special meetings shall be sent out by the Secretary-Treasurer at least four-weeks in advance of the meeting.

Section 3: The Board may meet at the direction of the President or at the request of the majority of the members of the Board.

Section 4: Committees shall meet at the direction of the committee chair, or at the request of the President.

Section 5: With the exception of the annual meeting, any meetings of the Board of Directors may be conducted via conference call if desired by a majority of the members of the Board.

Article IX -- Amendments

Section 1: This Constitution may be amended by two-thirds vote of ~~APC~~ ArchAG members present at the annual meeting provided (1) the amendments shall have been placed before the Board of Directors at least two months before the meeting at which such amendment is acted upon; and (2) the amendment(s) have been acted upon favorably by a majority of the Board.

Section 2: This Constitution and its amendments must not be in conflict with the constitution of the Arts and Architecture Alumni Constituent Society, or the rules and regulations for the constituent societies as established by the Executive Board of the Penn State Alumni.