

University of Minnesota
Institute of Technology Alumni Society
Board of Directors Bylaws
10/31/07 Version
Revised 5/21/09

ARTICLE I - ORGANIZATION

Section 1 The name of the organization is the Institute of Technology Alumni Society (ITAS).

Section 2 ITAS is a constituent group of the University of Minnesota Alumni Association (UMAA).

ARTICLE II – VISION AND MISSION

Vision

The Institute of Technology Alumni Society (ITAS) will advance its position as:

- A strong, vibrant alumni organization of alumni members and friends who are engaged with the Institute of Technology
- A vital and valuable resource to alumni, friends, and employees of the Institute of Technology and its departments
- A key resource for science, technology, and engineering industries
- A leader in providing information and support for the future STEM (science, technology, engineering and math) workforce

Mission

Cultivate an engaged community of alumni and friends to advance education, research, and outreach activities at the University of Minnesota's Institute of Technology.

ARTICLE III - MEMBERSHIP

Section 1 Membership in ITAS is open to all students, graduates, and friends of the Institute of Technology (IT) who otherwise meet the requirements for membership in the University of Minnesota Alumni Association.

ARTICLE IV - DUES

Section 1 Dues are set by and paid to the University of Minnesota Alumni Association (UMAA) under a combined membership plan.

ARTICLE V - BOARD OF DIRECTORS

- Section 1 Governance
The business of ITAS is conducted by the board of directors, who must be members of ITAS in good standing.
- Section 2 Membership Limits
The board will consist of no more than 26 members. Of those, up to 21 members will be elected to serve in a voting capacity, including: officers, immediate past-president, UMAA national board representative, IT faculty representative, IT student representative, and regular board members.
- Section 3 Ex-Officio Members
Five non-voting (ex-officio) members will be appointed by the Institute of Technology to include: the dean of IT, the executive director of UMAA, the external relations director for IT, the director of alumni relations for IT, and a representative from IT Student Affairs. Former presidents of ITAS may also attend board meetings as non-voting members.
- Section 4 Term of Office
- A. President: One year as president; three year total commitment (1 year as president-elect, one year as president, and one year as immediate past-president.).
 - B. Vice presidents: One year (Vice presidents may succeed themselves once).
 - C. Special representatives:
 - 1. UMAA national board representative: Three years.
 - 2. IT faculty representative: Three years.
 - 3. IT student representatives: One year (on same schedule as appointment/election as IT Student Board president).
 - D. Board members: Regular board members are elected to serve a three-year term beginning September 1 and ending August 31 with the option to continue for one additional term. The maximum term will be two consecutive terms.
- Section 5 Induction of New Members
The slate of officers and new members are approved annually by majority vote of the ITAS membership present at the annual meeting. New members, plus officers nominated to fill vacancies, may be nominated and elected during the course of the year by a majority vote of the board at a regular board meeting.
- Section 6 Representation
The board must represent the diversity of constituencies of IT to include engineering, the physical sciences, mathematics, as well as age, gender, and ethnicity.

ARTICLE VI - OFFICERS

- Section 1 Election of officers
ITAS is governed by the officers who are nominated by the Board Development Committee and elected annually at the annual meeting or under special circumstances at any regular board meeting (to fill immediate vacancies, etc.)
- Section 2 Roster of officers
Officers are designated as follows:
- A. President
 - B. Past President (also serves as Vice President of Board Development Committee)
 - C. President-elect
 - D. Vice President, Alumni Engagement
 - E. Vice President, Industry Engagement
 - F. Vice President, K-12 Outreach
 - G. Vice President, Student Enrichment
 - H. Vice President, Communications
 - I. Vice President, Regional Members
- Section 3 Eligibility of officers
Qualifications for holding an officer position will include: at least one year of previous service as a board member (need not be consecutive with election), be a current member of ITAS/UMAA, and be an established member of the professional community. Officers should be supportive financially of the University and/or IT. Due to the highly visible and representative nature of the duties of president, the president must also be a senior member of the professional community and possess skills in public speaking, leadership, and volunteer management.

ARTICLE VII - SPECIAL REPRESENTATIVES

- Section 1 Roster of special representatives
Special representatives are appointed by the Board Development Committee and are designated as follows:
- A. UMAA national board representative
 - B. IT faculty representative
 - C. IT student representative(s)
- Section 2 Eligibility of special representatives
The UMAA national board representative must have previously served a full term on the ITAS board (not necessarily immediately before appointment). The IT faculty representative is a current member of the IT faculty as recommended by the dean. The IT student representative is the current president of the IT Student Board. The current vice president of the IT Student Board may also participate.

ARTICLE VIII - COMMITTEES AND THEIR DUTIES

Section 1 Committees

- A. Executive Committee: consists of the officers of ITAS, together with the immediate past-president and the UMAA national board representative. The president of ITAS chairs the executive committee. The committee will conduct the business of ITAS between regularly scheduled board meetings, as required. The committee also oversees membership recruitment, plans the annual meeting, conducts liaison with the dean and faculty, and performs other functions not assigned to one of the other committees. It will meet during the months in which the full board of directors does not meet, and at other times as determined by the president.
- B. Alumni Engagement Committee: responsible for activities that increase alumni engagement with the Institute of Technology and the University Of Minnesota community. It consists of regular board members and others appointed by the president, is chaired by the vice president for alumni engagement, and will meet as required.
- C. Industry Engagement Committee: responsible for activities that encourage industry partnerships with the Institute of Technology. It consists of regular board members and others appointed by the president, is chaired by the vice president for industry engagement, and will meet as required.
- D. K-12 Outreach Committee: responsible for activities that increase the interest of K-12 students in STEM (science, technology, engineering and math) to enhance the economic growth of Minnesota and the image/reputation of the University of Minnesota. It consists of regular board members and others appointed by the president, is chaired by the vice president for K-12 outreach, and will meet as required.
- E. Student Enrichment Committee: responsible for activities that support Institute of Technology students and enrich their University experience to create lifelong affinity for the college. It consists of regular board members and others appointed by the president, plus the IT student and faculty representatives, is chaired by the vice-president for student enrichment, and will meet as required.
- F. Board Development Committee: responsible for developing a vital, progressive board. Identifies, recruits, and nominates officers and new board members. It consists of the current president, past president, president-elect, and others appointed by the president, is chaired by the vice-president for the board development committee, and will meet as required.
- G. Communications Committee: responsible for coordinating the communication of activities and volunteer opportunities to the ITAS constituency. It consists of regular board members and others appointed by the president, is chaired by the vice president for Communications, and will meet as required.

- H. Regional Committee: responsible for providing a central communication mechanism for board members not located within the Twin Cities area. Coordinates regional activities and events, interfaces with the dean of IT, and acts as a conduit for sharing information throughout the country on specific ITAS activities. It consists of representatives from regional areas who can be regular board members and others appointed by the president. They may elect a chair as needed and will meet as required.

ARTICLE IX - MEETINGS

- Section 1 The ITAS Board meets four to six times during the academic year with the schedule to be determined by the Executive Committee, with an additional annual meeting held in either June or July. Committees will meet as needed and are called by the committee chairs.

ARTICLE X - AMENDMENTS

- Section 1 These bylaws may be amended at any regular board meeting where more than fifty percent of eligible voting members are present. An amendment is passed by a 2/3 vote of those eligible voting members present. Proposed bylaw changes must be announced in advance of the meeting where the changes are to be voted on.