



**CONSTITUTION AND BY-LAWS OF THE
ALUMNI ASSOCIATION AND THE ALUMNI COUNCIL OF GRINNELL COLLEGE**

ARTICLE I—Name

The name of the organization shall be the Alumni Association of Grinnell College (the “Association”).

ARTICLE II—Association Objectives

The Association shall have as its objectives:

1. To unite the graduates and current or former students of Grinnell College (“Grinnell,” or the “College”) in the cause of education for themselves and for others.
2. To support the President, Trustees, Faculty, Staff, and Students in the advancement of the College.
3. To foster a spirit of fellowship among its members for their mutual pleasure and welfare.

Intercollegiate amity and cooperation shall be fostered by the Association and its members whenever opportunity offers, and the cooperation of other institutions in matters of mutual interest shall be invited whenever circumstances permit.

ARTICLE III—Members

Members of the Association shall include all persons holding degrees or diplomas from Iowa College or Grinnell College, either in course or honorary; all students who have completed at least 16 credit hours at the College; all members of the faculty and staff who are on record as honorary or associate members of College classes; and the Presidents of the College. The term Alumni, when used herein, includes all members of the Association.

ARTICLE IV— Alumni Council

The leadership of the Association shall be vested in the Alumni Council, as defined in Article V (the “Council”).

The mission of the Council is to support purposeful, lifelong relationships among Grinnell Alumni and between the Alumni and College communities.

The objectives of the Council shall be as follows:

1. To aid the Association in achieving its objectives.
2. To work closely with College staff to:
 - a. Foster strong Alumni networks
 - b. Sharpen communications and branding of the College
 - c. Encourage Alumni participation in College activities, whether on campus, international, regional, or virtual
 - d. Enhance stewardship and financial support for the College
3. To assist with Reunion Weekend, including Alumni Award selections and presentations.
4. To work collaboratively with Class Agents, Class Fund Directors, Regional Coordinators, GRASP volunteers and Class Committees in fostering graduating class, reunion cluster, regional, and affinity-based connectivity.
5. To support the College's Career, Life and Services Programs to better serve its students and graduates.
6. To work with the President, Trustees, Faculty, Staff, and Students as needed in order to create strong Alumni connections to the College.
7. To research and benchmark the efforts that other colleges and universities take to proactively and productively engage their alumni.

In all of its actions, the Council upholds the Grinnell College non-discrimination policy: Grinnell College is committed to establishing and maintaining a safe and nondiscriminatory educational and working environment for all College community members. It is committed to a policy of nondiscrimination in matters of admission, employment, and housing, and in access to and participation in its education programs, services, and activities. The College does not discriminate on the basis of race, color, ethnicity, national origin, age, sex, gender, sexual orientation, gender identity or expression, marital status, veteran status, pregnancy, childbirth, religion, disability, creed or any other protected class. Discrimination and harassment on any of the bases covered by state or federal antidiscrimination statutes is unlawful and a violation of Grinnell College policy.

ARTICLE V—Council Members and Officers

Section 1. *Members of the Council:* The Council shall consist of no fewer than 20 and no more than 26 elected members of the Association. The President of the Student Government Association shall be a non-voting *ex officio* member of the Council. Each year, at the spring meeting of the Council, new Alumni Council members as nominated by the Membership Development Committee shall be elected by a majority vote of current members of the Council present and any members voting by absentee ballot as described in Section 8 of this Article V. The newly elected members' two-year terms shall begin immediately following the date

scheduled for the Alumni Assembly during Reunion Weekend. Each new member elected to a position on the Council shall serve for a period of two years, with no more than three terms to be served consecutively, except as specified in Section 2 of this Article V. All Council members are required to attend three full Council meetings within each two-year term. Attendance in person at such meetings is strongly preferred and encouraged, but attendance via electronic or telephonic connection is permitted for reasons such as health concerns or family matters, and if the member is able to effectively participate with the other members for the entirety of the Alumni Council meeting. Upon prior request to the President of the Council, a member may be granted an excused absence, but only for urgent personal or family concerns. An excused absence may also be granted when travel conditions prevent a Council member from reaching Grinnell and the member is otherwise not able to participate by electronic or telephonic connection. Such excused absences, if granted, may allow a member to miss more than one full Council meeting in each two-year term. A member who misses more than two unexcused consecutive Council meetings shall be removed from the Council.

Section 2. *Officers*: The officers of the Council shall be the following: President, President-Elect, and Past President. The President-Elect shall be elected annually. The term for the President shall be one year, after which they become Past President for one year.

(a) If there is a single candidate: The candidate is elected by a majority vote of members of the Council present at a duly convened meeting of the Council and any members voting by absentee ballot as described in Section 8 of this Article V.

(b) If two candidates exist: The President-Elect is elected by a majority vote of the members of the Council present at a duly convened meeting of the Council and any members voting by absentee ballot as described in Section 8 of this Article V. If the vote ends in a tie, the President-Elect shall be determined by the toss of a coin.

(c) If more than two candidates exist: Voting will occur with each Council member present at a duly convened meeting of the Council and any members voting by absentee ballot as described in Section 8 of this Article V casting one vote. If one candidate receives a majority of the votes, that candidate will be President-Elect. If no candidate receives a majority of the votes, the top two vote recipients will enter into a final voting round. Only members of the Council present at a duly convened meeting of the Council may vote in this final round. If the final round vote ends in a tie, the President-Elect shall be determined by the toss of a coin.

The President-Elect shall succeed in sequence annually to the offices of President and Past President upon the annual completion of the terms of their prior office. The terms of each officer shall begin immediately following the date scheduled for the next Alumni Assembly during Reunion Weekend. Any member of the Council who has completed one year of service on the Council and is in their first or second term shall be eligible to be elected an officer provided that they are able to fulfill all of the responsibilities of the offices of President-Elect, President, and Past President. Among the responsibilities for the President-Elect and President is to attend all Board of Trustee meetings and incur the related expenses of cost, time, and travel, without conflict of interest or without need to recuse themselves from Trustee discussions. Members who may face challenges in fulfilling this responsibility include but are not limited to employees of

the College, executives at companies competing for College business, or members who cannot be absent from employment during times of Trustee meetings. Members who may face challenges in incurring the related financial expenses should explore options in advance of running for office with the then current Council President and senior staff liaison. The Council term of any member elected as an officer shall be extended, if necessary, to allow such member to complete the term of office to which they have been elected. No member shall be eligible to be elected as an officer if, in fulfilling such term of office, their time on the Council shall exceed seven consecutive years.

The President of the Council shall also serve as President of the Association. The President of the Council shall preside over the meetings of the Council and shall serve as a voting *ex-officio* member of the Board of Trustees of the College. The President of the Council shall also preside over meetings of the Executive Committee, as defined in Section 4 of this Article V. The President-Elect shall serve in place of the President if the President is absent or unable to perform the duties of the office. The President-Elect shall also attend meetings of the Board of Trustees of the College as an invited guest.

Section 3. *Standing Committees:* The permanent standing committees of the Council are the Alumni Awards and Membership Development Committees. The president may establish such other as hoc committees from time to time as they deem necessary or desirable, upon consultation with the Executive Committee. Each member of the Council, except the President, President-Elect, and Past President, shall be a member of at least one standing or ad hoc committee. The Chairs and Vice Chairs of the standing and ad hoc committees shall be appointed by the President-Elect in consultation with the Executive Committee. Once appointed, Chairs are encouraged to serve two consecutive years, if possible. The standing and ad hoc committees may meet in conjunction with the full Council at a duly called meeting of the Council or may meet independently at a time and location to be designated by the committee chair. In addition to members of the Council, the committee membership may include other members of the Association and currently enrolled students, as determined by the members of the Council serving on that committee.

Section 4. *Executive Committee:* The President, President-Elect, Past President, and the chairs of the standing committees of the Council shall constitute the Executive Committee.

Section 5. *Composition and Duties of the Alumni Awards Committee:* The Past President, a senior staff liaison to the Council, and appointed members, shall constitute the Awards Committee. The committee shall annually present to the Council a slate of up to fifteen Alumni Awards recipients (and alternates, if any were identified), for approval by a majority vote of the members of the Council present at a duly convened meeting of the Council. The Committee may also take on additional tasks related to the Alumni Reunion as directed by the President and Executive Committee.

Section 6. *Composition and Duties of the Membership Development Committee.* The chair of the Membership Development Committee shall be President Elect of the Council. The Committees responsibilities are as follows:

1. The Committee shall annually present to the Council a slate of new potential Council members for approval by a majority vote of the members of the Council present at a duly convened meeting of the Council.
2. The committee shall also be responsible for overseeing the election of the next President-Elect according to the process in Section 2 of this Article V. The committee, working with appropriate College staff shall seek to encourage interest among Alumni Association members in seeking Council election and shall arrange for training of newly elected Council members.
3. The committee shall be responsible for the review of attendance of Council members. A chair of this committee shall give notice to any Council member who has failed to meet the attendance requirements described in Section 1 of this Article V and shall report to the Council present at a duly convened meeting of the Council those members failing the attendance requirement.
4. The Committee shall be responsible for providing education, training, and guidance around principles of diversity, equity, and inclusion for all of the Council's work.

Section 7. *Vacancies*: In the case of a vacancy in the office of President, the President-Elect shall become President for the remainder of that year and the term for which they were originally elected. An eligible member of the Council shall be appointed by the Executive Committee as President-Elect *pro tem* to serve until the spring meeting. In the case of a vacancy in the office of President-Elect, an eligible member of the Council shall be appointed by the Executive Committee as President-Elect *pro tem* to serve until the spring meeting. At the spring meeting an eligible member of the Council shall be elected as President-Elect. In the case of a vacancy in the office of Past President, the President shall appoint either a member of the Executive Committee or a former President of the Council to serve the completion of the term as Past President *pro tem*.

Section 8. *Council meetings; absentee and proxy voting*: The Council shall meet on campus or elsewhere, at such time and place as determined by the President in concert with the alumni relations staff. Regular meetings shall be scheduled at least three months in advance and generally occur in the fall and the spring. Special meetings may be called by the President with reasonable advance notice. Council members not present at a meeting may vote by absentee ballot for the election of President-Elect according to Section 2 of this Article V.

Section 9. *Quorum*: A majority of the Council shall constitute the quorum for that meeting.

Section 10. *Removal of members*: A Council member missing more than one meeting in person or by electronic or telephonic means during a two-year term, without an excused absence, shall be automatically removed from the Council. A member missing more than two consecutive meetings shall be automatically removed from the Council, regardless of whether an excused absence has been granted for one of the meetings. However, the member may appeal one's removal according to the procedure set forth in this Section 10. A Council member may also be subject to a removal vote at the Executive Committee's discretion. The Executive Committee must make its reasoning for any removal vote available to the Council at the regular meeting or fifteen days prior to a special meeting of the Council. Any Council member subject to removal

shall also be given fifteen days' notice in advance of the meeting by a chair of the Membership Development Committee and may appeal the decision of the Executive Committee in writing to the chair of the Membership Development Committee, who will bring the appeal to the Council. A two-thirds majority vote of Council members present is required to re-instate the Council member.

Section 11. *Operating rules*: The Council and its standing committees shall adopt such operating rules as the members from time to time deem necessary.

ARTICLE VI—Amendments

Once approved by the Council as initially constituted and upon its publication to the members of the Association, the Constitution and By-Laws may be amended by a vote of two-thirds of the Council at any regular or special meeting of the Council. Any Council member may make a motion to amend the Constitution and By-Laws in accordance with the procedures in this Article VI. The Constitution and By-Laws may be amended thereafter after notice to members of the Council in writing at least 10 business days prior to the meeting at which a vote on the amendment is proposed.

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