College of Design
Student and Alumni Board
Constitution and Bylaws
updated 7/31/13

ARTICLE I –GENERAL

Section 1: Name:
The official name of this organization is the College of Design Student and Alumni Board.

Section 2: Role:
The Board is a combination of the College of Design Student Board (undergraduate and graduate) and the College of Design Alumni Society Board.

Section 3: The Board shall operate as a non-profit organization.

Section 4: The Board shall abide by the applicable rules and policies of the University of Minnesota.

Section 5: Purpose:
This organization shall exist to:

Enhance the student experience by supporting the transition from college to career, thereby connecting alumni, students, and the professional community in lifelong support of the college, the U, and each other.

ARTICLE II –MEMBERSHIP

Section 1: Current students (undergraduate and graduate) in the College of Design (CDes) programs, and any current member of the University of Minnesota Alumni Association (UMAA) CDes Alumni Society may apply or be nominated to serve on the board.

Section 2: All society and student members of the Board are voting members (students and society members vote separately, and all the voters participating in a student vote will be currently registered University of Minnesota students). A 2/3 majority for student and alumni voting members is required for new member approval. Currently registered students at the University of Minnesota must comprise no less than 2/3 of the total voting membership.

Section 3: Society membership is open to all CDes students, alumni and friends of the U of M and CDes without regard to race, color, creed, religion, national origin, gender, age, marital status, disability, public assistance status, veteran status, sexual
orientation, gender identity, or gender expression.

Section 4: Board membership will consist of student and society representatives from across the disciplines in the college, with every effort made to include as many academic majors and undergraduate and graduate degree programs as possible.

Section 5: **Nominations and Elections:**
Procedures for becoming a Board member: Each spring a call for applications and nominations is put out by the college to the college community, including all faculty, staff, students and alumni society. Application and nominations are reviewed and voted on by current Board members.

Sections 6: Society members are expected to be current members of the UMAA / CDes Alumni Society. Student members will receive complimentary UMAA / CDes Alumni Society membership during their term of service.

Section 7: **Ex Officio Members and Administrative Contacts:** The Assistant Dean for Student Services, the College to Career Coordinator, and the Director of Alumni Relations shall serve as advisers and administrative contacts for the Board. A UMAA designee and UMAA National Board Representative(s) for the College of Design will also serve as ex-officio members. The above members are non-voting except for the UMAA National Board Representative(s).

**ARTICLE III-OFFICERS**

Section 1: The board shall determine leadership structure and officers, and selection processes through a consultative and democratic process.

Section 2: The **officer positions** for the Board are as follows:

**Student and Alumni Presidents:** one member from the student board and one member from the Alumni Society.

**Alumni Vice President (President-elect):** One society board member who will serve as alumni president during the next year.

**Student Officers at Large:** four student members to represent DSAB in its role as a collegiate student board. The student president serves as a fifth officer and primary contact for SAO.

Section 3: **Executive Committee:** the Executive Committee shall consist of the Alumni President, Student President (SAO officer), Alumni Past President, Vice President (President-elect), College to Career Coordinator, and the Director of Alumni Relations.
Section 4: All student officers shall be currently enrolled students at the University and the College of Design registered for 6 credits minimum. Only currently registered students will hold officer positions as part of the College of Design Student Board, sign the officer declaration form and be listed as officers on the University of Minnesota website. The alumni president shall be a current member of the College of Design Alumni Society.

Section 5: Officers shall be elected during the spring term and shall serve for a period of one year. Officers shall be elected, in person or electronically, by a majority vote providing a quorum is present.

ARTICLE IV- COMMITTEES

Section 1: The work of the Board shall be carried out through committees and task forces formed or confirmed on an annual basis to support the strategic initiatives of the board.

Sections 2: Each committee and task force shall identify a chair that leads the group and provides reports and updates to the Board and Executive Committee regarding the status of the groups activities.

Section 3: Role of the Executive Committee:
Helps set meeting agendas, vision, and strategic priorities of the Board. Coordinates human and financial resources for the Board including committee efforts, alumni society membership, nominations and elections, budget, UMAA connections, legislative advocacy, and board development.

Sections 2: Each committee shall have a society or student chair that leads the work of the committee and represents his or her committee on the Executive Committee as needed for planning purposes.

ARTICLE V-MEETING

Section 1: The official meeting schedule shall be established at the beginning of every academic year.

Section 2: Members are expected to attend all official meetings of the board and scheduled committee events. Individuals with two unexcused absences will lose their seat on the board. Student members who study abroad during their term on the board will be required to find an alternate student from their academic program to represent them during their absence.

Section 3: A quorum shall be present in order to conduct official business of the board. A quorum shall consist of 50% of the voting membership plus one.

Section 4: The officers and board facilitators may call special meetings as needed.
ARTICLE VI-FINANCIAL MATTERS

Section 1: Unless otherwise specified by the board members at the time of dissolution of the Board or Society, residual assets shall be distributed to the College of Design scholarship fund.

ARTICLE VII-AMENDMENTS

Section 1: Amendments to the constitution or bylaws may be proposed by any member of the Board. Normally, such proposals must be in writing for review by the board at least one week prior to the meeting at which the proposed amendment is to be voted on.

Section 2: Proposed amendments shall be submitted for a vote by the voting members of the Board providing there is a quorum present. A 2/3 majority in favor shall be required for adoption of amendment.

Constitution ratified: __________/_________/____________

Officer____________________________________________Date_______________

Officer____________________________________________Date_______________

Officer____________________________________________Date_______________

Officer____________________________________________Date_______________

Officer____________________________________________Date_______________

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