

GRADUATE SCHOOL OF EDUCATION ALUMNI ASSOCIATION  
STATE UNIVERSITY OF NEW YORK AT BUFFALO

**BYLAWS**

**ARTICLE I - Name**

The name of the association shall be the "Graduate School of Education Alumni Association, State University of New York at Buffalo." The GSEAA is organized as a constituent of the UBAA.

**ARTICLE II - Purpose**

The purpose of this association shall be to engage in activity designed to extend the reputation and influence of the Graduate School of Education of the State University of New York at Buffalo as an institution devoted to the highest standards of learning and ethics in education; to cooperate with the governing body of the State University of New York; to assist the GSE in providing effective programs of research, teaching and preparation for practice; to assist worthy students in their studies of education; to facilitate employment of GSE graduates; to stimulate the interest of the alumni and community in the GSE and to create a close intellectual bond among the alumni, faculty, and students.

**ARTICLE III - Membership**

- 3.01 All persons having attended or holding a degree from the GSE shall be eligible for membership in the GSE Alumni Association.
- 3.02 All members of the faculty and teaching staff and former members of the faculty and teaching staff of the GSE shall be eligible for membership even though they do not hold degrees from the GSE or the State University of New York.
- 3.03 Dues for the GSE will provide combined membership in the UB Alumni Association and the GSE Alumni Association and shall be established by the Board of Directors.
- 3.04 The annual dues of each member of the Association shall be determined from time to time by the Resolution of the Board of Directors.
- 3.05 Any member who shall be more than ten months in arrears in payment of dues shall be ineligible to vote at any meeting of the Association.

**ARTICLE IV - Meetings**

- 4.01 An annual meeting of the members of the Association shall be held in the spring, at a date and time to be fixed by the Board of Directors. Notice of the annual meeting shall be given either personally or by mail, or in the Association's official publication, or in such other manner prescribed by the Board of Directors, not less than seven days before the date of said meeting.
- 4.02 Special meetings may be called by the President or by order of the Board of Directors at any time, provided that reasonable notice thereof shall be mailed to each member, stating the object of and the business to be transacted at such special meeting.
- 4.03 At each meeting of the Association, members present in person and in good standing may vote. Each member shall be entitled to one vote.
- 4.04 Twenty members shall constitute a quorum at any annual or special meeting.

**ARTICLE V - Board of Directors**

- 5.01 The Board of Directors shall consist of 21 members of the Association who shall be elected by the members of the Association. The term of office of a member of the Board of Directors shall be three years, to commence on June 1 following the annual meeting at which the member was elected and to expire three years thereafter on May 31. Seven directors shall be elected each year, at the annual meeting, two alumni each from each department in GSE (Counseling and Educational Psychology, Educational Organization, Administration and Policy, and Learning and Instruction) and one at-large member selected from each department on a rotating basis.

- 5.02 Each year seven candidates for election for the Board of Directors shall be selected by a Nominating Committee consisting of five members of the Association appointed for such purpose by the President, of whom two shall be members of the Board of Directors and two shall be non-directors, and the fifth shall be the President-elect of the Association. The names of the nominees selected by the Nominating Committee shall be furnished to the membership of the Association at least 30 days prior to the annual meeting. Additional nominations may be made by petition signed by at least 25 members in good standing, which petition shall be presented to the President not later than five days prior to the scheduled annual meeting. The Board of Directors shall be elected at the annual meeting from the names of those nominees selected by the Nominating Committee, and those members properly nominated by petition, and there shall be no nominations from the floor at the annual meeting of the membership.
- 5.03 The Board of Directors of the Association shall hold an annual meeting at a time and date to be designated by the President of the Association. Special meetings of the Board of Directors shall be held at the call of the President. At least five days notice in writing shall be given to the members of the Board of Directors as to both the annual meeting and special meetings.
- 5.04 Seven members of the Board of Directors shall constitute a quorum.
- 5.05 The Board of Directors shall make appropriations for specific purposes, direct all expenditures, audit the accounts of the Treasurer, act on applications for membership, interpret the Bylaws of the Association and have general supervision and conduct of the affairs of the Association.
- 5.06 The Dean of the GSE shall be an ex officio member of the Board of Directors, but shall not be entitled to vote. The Dean may also appoint a special liaison with the GSE who shall also be an ex officio member, but who shall not be entitled to vote.
- 5.07 Appointment of representatives to the General UB Alumni Board shall be made by the Board of Directors.

#### ARTICLE VI - Officers

- 6.01 The officers of the Association shall be a President, a President-elect, Vice-Presidents (not to exceed four), a Secretary and a Treasurer.
- 6.02 The terms of office of each officer shall be for one year, and shall commence at an election at the annual meeting of the Board of Directors, and shall expire one year thereafter at the annual meeting of the Board of Directors, or until a successor is duly elected.
- 6.03 The officers shall be elected by the Board of Directors at the annual meeting of the Board of Directors except that the President-elect shall automatically become President.
- 6.04 Each year candidates for election as officers shall be selected by a Nominating Committee consisting of five members: the immediate past-President, the current President, the President-elect and two directors appointed by the current President. The names of the candidates shall be furnished to the Board of Directors prior to the annual meeting of the Board. The officers shall be elected from the names of those nominees selected by the Nominating Committee, and from any additional nominations from the floor at the annual meeting of the Board.
- 6.05 When an office shall become vacant for any reason, it shall be filled by an appointment by the Board of Directors, and the appointee shall hold office for the unexpired term.
- 6.06 It shall be the duty of the President to preside at all meetings of the Association and of the Board of Directors. He/she shall be an ex officio member of all committees and perform such other duties as pertain to the office of President. He/she shall make a report in writing of the affairs of the Association at its annual meeting.
- 6.07 It shall be the duty of the President-elect to assume the duties of the President in the case of his/her absence. It shall also be the duty of the

- President-elect to assist the President in the performance of the duties of his/her office as he/she may request.
- 6.08 It shall be the duty of the Vice-Presidents to assist the President and the President-elect, and to perform such other tasks as are assigned them from time to time by the Board of Directors.
- 6.09 It shall be the duty of the Secretary to record the minutes of all meetings of the Association and of the Board of Directors and give reasonable notice to members of the Association of all meetings.
- 6.10 It shall be the duty of the Treasurer to collect all dues and keep an accurate account of the financial transactions of the Association. He/she shall deposit all funds in such bank or other depository as may be designated by the Board of Directors. At the annual meeting of the Board of Directors and whenever required by the Board of Directors, he/she shall report on the finances of the Association and shall perform such other duties as may be prescribed by the Board of Directors.

#### **ARTICLE VII - Standing Committees**

- 7.01 Membership and chairmanship of standing committees and special committees shall be designated by the President with the advice of the Board of Directors.
- 7.02 There shall be a standing committee to be known as the President's Committee which shall be composed of all former presidents of the Association, and the current past-president of the Association shall be the chairman thereof, and shall be an ex officio member of the Board of Directors, but shall not be entitled to vote.

#### **ARTICLE VIII - Amendments**

These Bylaws may be amended at any meeting of the Association at which a quorum is present by a two-thirds vote of the members present.

#### **ARTICLE IX - Fiscal Year**

The fiscal year of the Association shall begin on the first day of September in each year, and end on the 31st day of August of the following year.

#### **ARTICLE X - RATIFICATION**

The Bylaws take effect with the approval of a majority of those members-responding by mail-in ballot.

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\*except for the first time where the group will be divided into thirds and assigned one, two and three year appointments.