



Aquinas Alumni Advisory Council (AAAC)

BYLAWS

Article I

Section 1 -- Members

The Aquinas Alumni Advisory Council (AAAC) acts as an advisory body to Aquinas College. The Advisory Council consists of not more than eighteen (18) members and not less than twelve (12) chosen by the Director of Alumni Relations and the President of the College. The President and Director of Alumni Relations are ex-officio members.

Members must be a graduate of Aquinas College; or any former student who was a candidate for an Aquinas College degree for at least one term and whose class has graduated. Members serve gratis for a three-year term.

The terms of the members of the Council shall be staggered with the terms of one third of the members expiring each year. In order that their terms may expire at different times, four of the original twelve (12) members will be appointed initially for a term of three years; four other members will be appointed initially for a term of two years; and, the remaining four members will be appointed initially for a term of one year. Thereafter, at the expiration of the respective terms of service, successors shall be appointed for a term of three years. Members may serve successive terms of three years at the request of the President.

The President of the Aquinas College Alumni Association shall be an ex-officio member of the AAAC during his/her term of office.

Section 2 – Duties

As an advisory body, the duties of the Council are to:

1. Assist in planning for long-range development
2. Suggest ways and means of increasing revenues and organizing fund-raising projects
3. Assist in recruitment of students to the College
4. Promote good relations with various publics of the College

5. Continually present the image of the College to associates and constituencies
6. Assist in the selection of Distinguished Alumni of the Year to be honored by the College

Section 3 – Meetings of the AAAC

The Advisory Council meets twice a year or more often if the Director of Alumni Relations and the President of the College deem it necessary. Members are notified at least ten (10) days prior to the date scheduled for the meeting. Any member who misses three consecutive meetings of the full Council will relinquish his/her seat on the Council. Committee meetings will not be considered as full Council meetings.

Special meetings of the Council may be called by the President of the College or the Director of Alumni Relations as may be needed. Notice of a special meeting shall be provided by the Director of Alumni Relations in writing not less than five (5) days before the meeting and shall specify the time and place of the meeting.

Section 4 – Leadership Giving

Council members are expected to contribute monetarily to the College at a leadership level, implying that the College is among the top priorities for the Council member's personal giving. Leadership gifts are significantly meaningful to the donor and may even involve a certain amount of sacrifice. Such giving is one expression of the Council member's deep commitment to helping the College develop and flourish.

Article II – Committees of the Alumni Advisory Council

Section 1

Members of the Advisory Council shall serve on at least one of four committees:

- Alumni Association Liaison Committee
- Development Committee (annual, planned and capital giving)
- Marketing and Recruiting Committee
- Medallion of Merit Scholarship Committee

Committee chairpersons may call special meetings for purposes of planning. Members are notified at least ten (10) days in advance of the date scheduled for the meeting. All meeting dates are scheduled with the approval of the Director of Alumni Relations.

Section 2 - Responsibilities of the Committees of the Advisory Council

The members of the Aquinas Alumni Advisory Council (AAAC) provide an overall volunteer leadership through careful stewardship, advisory support and direction for

Aquinas College. The various committees work closely with the Director of Alumni Relations, the President and the administration of the College, as well as, personnel of the Dominican Campus to ensure the support necessary for meeting the needs of the College. All activities of the Advisory Council follow The Dominican Campus Policies and Procedures.

All committees of the Council may, unless otherwise provided, select their own chairman and secretary, and may adopt such rules for the conduct of committee affairs, including rules governing the place, time, and notice of meetings, as shall seem advisable and not inconsistent with these Bylaws.

Section 3 - Aquinas Alumni Association Committee

The major role of the Alumni Association Committee of the AAAC is to guide the Alumni Association and its participation in the life of the College by encouraging events and activities that will stimulate alumni to connect with the College and to participate in social and lifelong learning opportunities. Specific responsibilities of the Aquinas Alumni Association Committee of the Aquinas Alumni Advisory Council are to:

1. Assist the Director of Alumni Relations and the President of the College in providing leadership and guidance to Alumni Association Executive Committee
2. Set a positive and enthusiastic tone for creativity, participation, and execution among members of Alumni Association leadership
3. Help identify alumni volunteers to serve in committee positions
4. Make recommendations and provide ideas for new alumni events/activities/benefits that are consistent with College policies and procedures
5. Attend scheduled meetings

Section 4 – Development Committee

Specific responsibilities of the Development Committee of the Aquinas Alumni Advisory Council are to:

1. Identify prospective donors: individuals, corporations, foundations
2. Coordinate any and all solicitations with The Dominican Campus Office of Development
3. Set a positive and enthusiastic tone for philanthropy among members of the Advisory Council, the Alumni Association and all other constituencies
4. Assist in Annual Giving Campaigns, the Planned Giving Program, Major Gifts Program and Capital Campaign as needed
5. Attend scheduled meetings

Section 5 – Marketing and Recruiting Committee

Specific responsibilities of the Marketing and Recruiting Committee of the Alumni Advisory Council are to:

1. Assist the Director of Alumni Relations, the President of the College, and the Manager of Marketing Communications of Aquinas College, in promoting the special events, projects and achievements of the College.
2. Serve as a representative of the College as needed
3. Make recommendations and give ideas for reaching prospective students and supporters with the Aquinas Story
4. Suggest contacts and make arrangements for College administration and Public Relations personnel to present information about the various aspects of the College to the community
5. Attend scheduled meetings

Section 6 – Medallion of Merit Scholarship Committee

Specific responsibilities of the Medallion of Merit Scholarship Committee of the Alumni Advisory Council are to:

1. Assist in building support among alumni, associates and the community for this alumni-funded scholarship
2. Help identify prospective alumni donors, corporations, and foundations
3. Assist Director of Alumni Relations and President in evaluating scholarship candidates and selecting students to receive available scholarships, as requested
4. Make recommendations and provide ideas for promoting the scholarship program and the achievements of its recipients
5. Attend scheduled meetings

Amendments

These Bylaws may be amended, repealed, or altered in whole or in part by a majority vote of the members to which the Council is entitled, provided the proposed change is submitted in writing to each Council member at least fifteen (15) days prior to the meeting at which such amendment is to be considered.

Unanimously approved and adopted by the Council this 7th day of March 2006.