By-Laws
of the
Clemson University
Black Alumni Council

ARTICLE I NAME

Section 1. The organization shall be known as the Clemson University Black Alumni Council (CBAC).

ARTICLE II PURPOSE

Section 1. To serve as an advisory group to the Clemson University Alumni Association by conveying the Black alumni perspective to the Association from a variety of backgrounds and locations which will assist the Association in providing higher quality programs and services to all its members; to create and develop programs and services to serve the minority constituency and increase their interest in and support of Clemson University; to create and develop programs and/or services that meet the needs of minority students as they prepare to become alumni and to encourage them to develop a lifelong connection with their university; to encourage minority graduates to pursue leadership roles within the University’s volunteer network; and to assist the Alumni Association in achieving its mission of serving, involving, and informing our alumni, current and future students, and friends of the University.

Section 2. The Clemson Alumni Association does not discriminate against individuals due to gender, age, race, color, creed, handicaps, and religion, national or ethnic origin. Black Alumni Council is recognized as an official Alumni Association Constituency Group, primarily for the benefit of minority graduates and students; however, participation in CBAC programs is open to all alumni.

ARTICLE III MEMBERSHIP

Section 1. Eligibility

The membership of the Black Alumni Council will consist of Clemson University alumni who indicate an interest. Classification of alumni is determined by the Clemson University Alumni Association.
ARTICLE IV

OFFICERS

Section 1.

Selection and Duties of Officers

The officers are:

(a) The CBAC President, President-elect and Immediate Past President. Secretary and Treasurer may be appointed officers of CBAC at the discretion of the CBAC President.

(b) The CBAC President is the presiding officer of the Black Alumni Council. The CBAC President and National CBAC Board perform all duties relevant to the office.

It is the responsibility of the CBAC President to represent CBAC in all aspects including serving as the CBAC representative on the Alumni National Council during his/her 2-year term.

In addition, it is the responsibility of the CBAC President to appoint a representative to Alumni and University committees as needed, including appointing a representative to the Women’s Alumni Council for a one-year term.

(c) The CBAC President Elect (or Past CBAC President at request of the President) acts as CBAC President in the absence of or upon the request of the CBAC President and performs all such other duties as are relevant to the office.

(d) The CBAC President Elect (or Past CBAC President at request of the President) serves in whatever capacity deemed appropriate by the CBAC President and/or National CBAC Board

(e) The CBAC President-elect will be selected by the majority vote of the Nominating Committee and approved by the President and National CBAC Board

Section 2

Terms of Office

(a)President of CBAC shall serve a two (2) year term beginning at the start of the Clemson University Alumni Association fiscal year. At the conclusion of the President’s term, the President-elect succeeds to the Office of the President. Terms of office for any other officers and National Board members commence at the beginning of the President’s term.
(b) Local CBAC chapter presidents' terms shall serve a 2 year term. Consecutive terms are allowable.
(c) Terms of all officers will correspond with the CBAC fiscal year

ARTICLE V. National Board of Directors

Section 1. CBAC Board

(a) The National CBAC Board shall be comprised of alumni and student representative(s) who demonstrate a strong interest in and support of the University. Membership will be comprised of alumni from varying backgrounds, geographical locations and graduating classes. Student representative(s) will be appointed by the CBAC President to serve on the National CBAC Board.

(b) The CBAC Board will govern the on-going operation of the Council with the CBAC President. The CBAC Board has responsibility to govern the Black Alumni Council. Members of the Board will assist the CBAC President in his/her duties.

Section 2. Membership & Size

The National CBAC Board will consist of no more than 10 at large members plus all local chapter presidents and National officers.

Section 3. Appointment to Board

Prior to the end of the CBAC President's Term, the President-elect will solicit nominations for CBAC National Board of Directors membership from past CBAC Board members, CBAC general membership and current Clemson alumni leaders. All nominations must be submitted on an "Indication of Interest" form. Once a nomination is received, the President-elect, in consultation with the President and Past President, will review and appoint new board members as needed.

Section 4. Terms of Office

All alumni board members will be appointed for a two-year term, except those appointed to represent the Clemson Black Alumni Council. These representatives will serve one-year terms, but may serve up to four consecutive one-year terms. Terms begin at the beginning of the fiscal year.

The CBAC President may appoint at-large members onto the national board for 1-year or 2-year terms of office as determined by the CBAC President.
Board Members serving two-year terms may serve consecutive terms under a new CBAC President for an indefinite period of time.

Section 5. Other Committees

The CBAC President of the Black Alumni Council, with the approval of the National CBAC Board, may establish such committees necessary to accomplish the purposes of the Council.

Section 6. Removal

At the discretion of the CBAC National President, any member who fails to attend 2 consecutive general National CBAC Board meetings or 5 consecutive tele-conferences may be removed from the CBAC National Board. Such vacancy may be filled by appointment of the President for the remainder of the unexpired term.

Section 7. Non-Voting Members

Regular CBAC members will be non-voting on items pertaining to the National CBAC Board. However, regular CBAC members may be voting members in their local CBAC Chapters.

Section 8. Advisory Committee

The Advisory Committee will be comprised of alumni, faculty and/or University officials. The committee will be limited to a max of six members and each will be appointed by the voting members of the National CBAC Board. Members of the Advisory Committee will provide guidance and advice for National CBAC leadership, mentor black alumni to broaden alumni service beyond CBAC, and may participate in CBAC leadership selection.

ARTICLE VI. Executive Committee

The Executive Committee shall consist of President, President-elect, Immediate past president, chair of the Nominating Committee, Secretary and Treasurer.

ARTICLE VII. Nominating Committee and Nomination Guidelines

The election of President is one of the most important duties of the association because effective work depends in large measure on
good leadership. The President should be chosen for their abilities and their willingness to serve the interests of the CBAC.

Section 1. Selection of members: Members of the Nominating Committee will be selected from the CBAC Board members. The Immediate Past President is an automatic member of the Nominating Committee. The current National CBAC president should not be a member of the committee is not eligible to serve on the Nominating Committee. Committee members will be elected by the CBAC Board Members during the fall of year 1 of the President's term.

Section 2. Size
The CBAC Nominating Committee will consist of 2 members in addition to the Immediate Past President. A majority vote of the committee becomes the decision of the committee.

Section 3. Qualifications for members
Only members in good standing shall be eligible to serve.

Section 4. Selecting a chairman
The committee chairman will be elected by the committee members. The committee chair will be responsible for organizing committee meetings and reporting updates to the CBAC Board.

Section 5. Nominations
By the spring of year 2 of the President’s term, the Nominations Committee will begin the process to solicit nominations for President-elect.

Members of the CBAC Board should be invited before the first committee meeting to share their ideas on prospective nominees with the committee. Any member may make suggestions to the committee. These are advisory and not mandatory, and are confidential. The consent of the person is not needed for a suggestion to the committee. Regardless of the number of suggestions received the committee's major responsibility is to secure the best qualified person for each office whether that person was recommended or not.

Section 6. Guidelines of the committee: Committee members should be familiar with the Bylaws and standing rules. Committee members should know who is eligible to hold office and the duties of the officer to be nominated as well as specific duties and obligations of each individual office to be filled.

Section 7. Eligibility of committee members as nominees
Members of the Nominating Committee are not eligible as nominees for office. If it is determined that the best candidate for office is a member of the Nominating Committee, said member is required to resign from the Nominating Committee for consideration of the office.

Section 8. **Report of the committee:** The committee report is signed by all members who concur with it. The report of the Nominating Committee is presented at a General Board Meeting.

Section 9. **Completion of obligations:** The committee’s work is completed when its report has been presented to the board and the selection has been approved.

Section 10. **Deadline for Committee’s Selection**
No later than May 1 of year 2 of the President’s term, the Nominating Committee shall select and report the selection of the incoming President-elect.

**ARTICLE VIII. MEETINGS**

Section 1. **Meeting Schedule**
National Board- One general Clemson National Black Alumni Council board meeting will be held each fall or spring. Additional meetings may be scheduled at the discretion of the CBAC President during the year via conference call or in person.

**ARTICLE IX. Local Chapter Guidelines**

Section 1. **Local Area Chapter Board or Executive Committee**
A local board is recommended for each local chapter/area. Each local chapter is led by a President. Each local chapter shall determine other members of leadership as appropriate.

Section 2. **Number of Events Per Year**
Each local chapter is expected to host at least two (2) events per year.

Section 3. **Requirements to the National Chapter**
The President of each local chapter is required to serve on the National CBAC Board during his/her term.

Section 4. **Coordination with other Local Alumni Groups**
Each local CBAC chapter is expected to actively participate with other Clemson alumni groups, specifically attend and engage in events of the local area Clemson Club, Women's Alumni Council and Young Alumni Council.

Section 5  
**Meetings**  
Local chapter meeting will be held at the discretion of the local presidents and local board members

**ARTICLE X. BY-LAWS**

**By-Laws**  
The By-Laws may only be amended by majority vote of the CBAC Board at a scheduled meeting with 2 weeks advance notice.