

## **ALUMNI ASSOCIATION BOARD OF DIRECTORS**

### **Purpose:**

Leads the NKU Alumni Association

### **Charge:**

- Lead the NKU Alumni Association in connecting and celebrating NKU's alumni and leading endeavors that further the interests of the University and its supporters

### **Membership Guidelines:**

The Alumni Association Board of Governors consists of the following officers of the NKU Alumni Association:

- President
- President-Elect
- Vice-President
- Secretary/Treasurer
- Immediate Past President

### **Membership Appointment:**

- The Secretary/Treasurer of the NKU Alumni Association shall be the Director of Alumni Programs and shall be appointed by the President of the University with due consideration given to the recommendation of the Alumni Association Board of Governors.
- The other members of the Alumni Association Board of Governors shall be elected by the members of the NKU Alumni Association for terms of three (3) years.

### **Membership Terms:**

- The Alumni Association Board of Governors shall be elected by the members of the NKU Alumni Association for terms of three (3) years.
- No elected member of the Board of Governors shall serve more than two (2) consecutive terms for a total of six (6) years.

**Frequency of Meetings:** Monthly

**Expected Lifespan:** Infinite

**Reporting Requirements:** N/A

**Operating Procedures:**

- The President presides at all meetings of the NKU Alumni Association and performs all duties usually performed by such an officer.
- The President-Elect presides in the absence of the President and assumes the office of President for the expired term should the President no longer be able to discharge the duties. The President-Elect shall have such powers and perform duties from time to time be assigned by the President.
- The Secretary/Treasurer coordinates all activities of the NKU Alumni Association and performs all duties usually performed by such officer. The Secretary/Treasurer shall be directly responsible for carrying out the program of the Association as approved by the Board of Governors and shall be responsible for budget and fiscal policy recommendations.
- The Vice President shall be responsible for developing alumni support and participation regarding NKU Alumni Association activities and programs. The Vice President shall also perform duties as assigned by the President.
- The meetings follow Roberts Rules of Order.

**Relationship to Other Committees:**

This Council models its strategic plan to all Alumni Association Councils. All Councils work with the Alumni Association Board of Governors to accomplish goals.

**Typical Date of Membership Turnover:** Six (6) years

**Responsible Office:** Alumni Relations

**Administrative Contact Name & Position:**

Amy Arbino Wylie, Director of Alumni Programs & Councils ([arbinoa1@nku.edu](mailto:arbinoa1@nku.edu))

**Website:** ???

Haile/US Bank College of Business Alumni Council  
BY-LAWS

ARTICLE I. VISION AND MISSION

Vision

Haile/US Bank College of Business Alumni Council promotes, connects and engages its alumni to strengthen college loyalty and pride.

Mission

Haile US/Bank College of Business Alumni Council promotes a sense of pride and engagement to foster lifelong bonds between the college and its alumni, current students, faculty, staff and the business community.

ARTICLE II. COUNCIL MEMBERS

Section 1. The Haile/US Bank College of Business Alumni Council shall consist of no fewer than fifteen and no more than twenty members, elected by the members of the Council for a term of two (2) years, One (1) elected Haile/US Bank College of Business faculty staff representative, one (1) elected Haile/US Bank College of Business student representative elected by the members of the Council for a term of one (1) year and ex-officio members as provided for in Section 2.

Section 2. The ex-officio members with voting privileges shall be the Haile/US Bank College of Business Dean, the assistant director of college alumni associations who shall serve as the Secretary/Treasurer of the Council, and the immediate past president. The ex-officio members who are non-voting members shall be the Director of Alumni Programs and Licensing and the Haile/US Bank College of Business Major Gift Officer.

Section 3. Any vacancy occurring on the Haile/US Bank College of Business Alumni Council shall be filled by another alumnus by majority vote of the Haile/US Bank College of Business Alumni Council.

ARTICLE III. ELECTION OF COUNCIL MEMBERS

Section 1. Independent nominations for candidates for election to the Haile/US Bank College of Business Alumni Council may be made by a letter, outlining the alumnus qualifications, and delivered to the Secretary/Treasurer. Nominations will be accepted on a continual basis, but will be reviewed only once per year during the spring semester. Council members will be given at least 30 days' notice before this meeting will take place.

Section 2. The Executive Committee will review all submitted nominations during a scheduled Executive Committee meeting. The President will report the final nominations to the Council.

Section 3. The application for candidates to serve on the Haile/US Bank College of Business Alumni Council will be available on the Haile/US Bank College of Business Alumni Council website; nominations are accepted on a continual basis.

Section 4. The student representative and the faculty/staff representative will be elected by the majority vote of Haile/US Bank College of Business Alumni Council members. Nominations will be accepted on a continual basis.

Section 5. The President-Elect automatically assumes the President role at the end of the one-year term. The President automatically assumes the Immediate Past President role at the end of the one-year term. The Vice President and the President-Elect are voted on after each one-year term.

Section 6. Terms will begin on July 1 and expire on June 30.

#### ARTICLE IV. EXECUTIVE COMMITTEE

Section 1. Executive Committee. The Executive Committee shall consist of the President, President-Elect, Vice-President, Immediate Past President, Haile/US Bank College of Business Dean and Secretary/Treasurer. The President shall be the Chairperson of the Executive Committee. The Dean will serve as an advisory member therefore is not required to attend all meetings. The Executive Committee shall determine its own rules of procedure and shall meet as provided by such rules, and it shall meet at the call of the Chairperson or any member of the Executive Committee. During intervals between meetings of the Haile/US Bank College of Business Alumni Council, the Executive Committee shall possess and may exercise the power delegated by the Council. The Executive Committee is authorized by the Council to manage the direction of the affairs of the Council. All acts of the Executive Committee shall be subject at all times to the control and direction of the Alumni Council and the Executive Committee shall make a report of its acts and transactions to the Alumni Council which shall form a part of the records of the Council.

#### ARTICLE V. EXECUTIVE OFFICER DUTIES

Section 1. Duties of the President: The president will serve as the senior volunteer leader of the association, Presides at all association and executive council meetings, Will represent the Haile/US Bank College of Business Alumni Association on the NKU Alumni Council, serves as the Discovery Team liaison Approves or makes recommendations agenda items for all alumni council meetings, the minutes after each meeting and to the annual report. The President also represents the COB Alumni Council at various events on and off campus

Section 2. Duties of the President-Elect: Serves as the President in his/her absence. Chairs all alumni council membership/recruitment initiatives, is responsible for balloting and elections and for obtaining special guests for meetings. The President-Elect will work with the Vice President and Secretary/Treasurer to prepare the annual report and Represents the COB Alumni Council at various events on and off campus.

Section 3. Duties of the Vice-President: Chairs all awards initiatives, develops content for council meetings, and is responsible for taking meeting minute's at all council meetings and submitting to the

Secretary/Treasurer. The Vice-President works with the President Elect and Secretary/Treasurer to prepare the annual report and represents the COB Alumni Council at various events on and off campus.

Section 4. Duties of Immediate Past President: Represents the COB Alumni Council at various events on and off campus, serves as the NKU Strategic Plan liaison, will educate the council about the NKU Strategic Plan and how council goals meet the needs.

Assists the President as the Discovery Team liaison

Section 5. Duties of the Secretary/Treasurer: Serves as the liaison between the association and the alumni programs office, maintains the chapter's records and contact information. The Secretary/Treasurer is responsible for meeting logistics – ordering food, reserving room, etc. Distributes meeting minutes submitted by the Vice President and manages the annual donation requirement for council members. Monitors and tracks the budget of the association

#### ARTICLE VI. ELECTION OF OFFICERS

Section 1. Nominations will be accepted for executive officer positions at a meeting during the spring semester. Self-nominations will be accepted.

Section 2. A Nominating Committee made up of the president, president-elect, dean, Immediate Past President, and (1) at large member will review the nominations and prepare the slate of officers with at least one (1) name for each position which will be communicated to all voting members of the Haile/US Bank College of Business Alumni Council during the second quarter. At said meeting the Haile/US Bank College of Business Alumni Council shall hold the election.

Section 3. Once elected, the Executive Committee shall serve a one-year term. The officers shall begin immediately following election by the Alumni Council effective July 1.

#### ARTICLE VII. MEETINGS

The Haile/US Bank College of Business Alumni Council shall meet at least quarterly or upon the call of the President of the Haile/US Bank College of Business Alumni Council, or by request or ballot by a majority of its voting members. Alumni and other members of the University community are encouraged to attend meetings of the Haile/US Bank College of Business Alumni Council. It shall be the duty of the Alumni Council members to attend scheduled meetings. The President or the Executive Committee may call for the resignation of any elected Alumni Council member who is absent from 3 (three) meetings between July 1 and June 30 of a given Council calendar year.

#### ARTICLE VIII. COMMITTEES

Section 1. Appointed Committees. Appointed Committees will be established (or discontinued) to assist in Council activities, as deemed necessary or desirable by the President of the Alumni Council. The chairperson of each committee shall be responsible for appointing the members of the Committee. The President shall be an ex-officio member of all committees.

#### ARTICLE IX. CONSTITUENT CHAPTERS/CLUBS

Section 1. The Haile/US Bank College of Business Alumni Council shall stimulate and encourage loyalty in the graduates and former students of the College. They shall establish programs to further the educational, social and charitable interests of the Alumni Association and Northern Kentucky University.

Section 2. The Haile/US Bank College of Business Alumni Council may establish programs and activities and adopt rules and by-laws provided that they shall not conflict with the Constitution and Bylaws of the NKU Alumni Association. The Haile/US Bank College of Business Alumni Council shall not enter into activities for which the Association may become liable without prior consent of the NKU Alumni Board of Directors.

Section 3. The Haile/US Bank College of Business Alumni Council shall be represented on the NKU Alumni Board of Directors by the president or designee of the Haile/US Bank College of Business Alumni Council. The representative shall be a full member with voting privileges.

#### ARTICLE X. AMENDMENTS

The By-laws of the Constitution of the Haile/US Bank College of Business Alumni Council may be amended by a two-thirds (2/3) vote of the Alumni Council at any meeting provided a notice of the amendment to be considered, with a copy thereof, has been contained in the notice of the meeting to be given at least 14 days prior to the meeting date. A written proxy vote will be accepted and must be received by the Secretary/Treasurer of the Haile/US Bank College of Business Alumni Council prior to the meeting. A non-vote will be considered an abstention.

**2018-2019 NKU Alumni Board of Directors Roster:**

***Michael J. Adriatico***

**'91 / History**

Fidelity Investments Corporate Services  
Senior Manager

***Lauren M. (Stieritz) Ashley***

**'11 / Music**

**Young Alumni Council, President**

**'14 / Master of Public Administration**

PublicSchoolWORKS

Program Management Coordinator

***Lisa K. Blank***

**'82 / AAS - Nursing**

St. Elizabeth Healthcare

**'01 / BSN - Nursing**

System Director Organizational Development/  
**Industrial/Organizational**

**'06 / MS - Psychology-**

Education and Engagement

***Caroline Broscheid***

**Student Alumni Council, President**

NKU University Housing

Student Marketing Specialist

***Niki Clare***

**'09 / Public Relations**

Citi

Vice President, Communication & Public Affairs

***Joseph Combs (Joe)***

**'07 / MS - Computer Science**

**College of Informatics Alumni Council, President**

Systems Evolution, Inc.

Principal Consultant

***Rochelle E. Deavy (Shelly)***

**'00 / Theatre Arts, English**

The University of Cincinnati Foundation

Assistant Vice President of Development, West Campus

***Kevin Donnelly***

**'12 / International Studies**

Regional Economic Development Initiative **'15 / Master of Business Administration**

(REDI) Cincinnati

Senior Manager, Business Development and Project Management

***Paul Eaglin***

**'03 / Management**

Carlisle Interconnect Technologies

Director of Supplier Relations

***John Jay Fossett (Jay)***

**'87 / J. D.**

Strategic Advisers, LLC  
**Change**

**'10 / Master of Exec. Leadership & Organizational**

Partner

***Crystal Gibson***

**'01/ Speech Communication**

***Josh S. Heuser***

**'01 / Speech Communication**

Agar, LLC

Founder/CEO

***Erika T. Jay***

**'14 / MA-Integrative Studies**

**NKU Staff Representative**

Northern Kentucky University

ADA Coordinator/Equal Opportunities Coordinator

***Ken Johnson***

**'12 / Integrative Studies**

Midwest Railcar Corporation

Vice President

***Jessica Johnston***

**'99 / Radio/Television**

**Immediate Past President**

Spotlight 360 Events & Promotions

Executive Director & Partner

***Rebecca MacDonald (Becky)***

**'97 / Journalism**

Humana

Commercial Sales – Agency Relationship Manager

***Michael McKeown (Mike)***

**'85 / Marketing**

**President**

Huff Realty, Inc.

Senior Sales Vice President

***Gregory D. Moore (Greg)***

**'09 / Organizational Systems Technology**

**Black Alumni Council, President**

University of Cincinnati

Community Coordinator

***Serena R. Owen***

**'98 / Pre Business Sts., Speech**

**Communication/English**

Community Heroes, LLC

**'04 / MA - Teaching**

President, CEO

***Randy Poe***

**'83 / Business Education**

Boone County School District

**'85 / Masters Secondary Education**

Superintendent

**'13 / EdD, Educational Leadership**

***Maria Reynolds***

**'87 / Computer Information Systems**

**President Elect  
Change**

**'18 / Master of Exec. Leadership & Organizational**

The Procter & Gamble Company, Retired

N.A. Home Care Demand and S & OP Leader

***Christina A. Rogers (Christie)*** '04 / History

Northern Kentucky Chamber of Commerce

Vice President, Special Events

***Tiah L. Schwarberg*** '08 / Management

**Haile/US Bank College of Business Alumni Council, President**

Eagle Realty Group (Western and Southern)

Field Service Coordinator

***Ronald Lance Vaught (Lance)*** '04 / Assoc Liberal Arts

Penn Station, Inc.

'06 / Management

Vice President of Operations

***Emma K. Walker*** '11 / Marketing, Public Relations,  
**Communications**

Northern Kentucky University

'14 / MA-Public Relations

Assistant Director, Alumni Programs

***Wade Williams*** '97 / Public Administration

**Vice President** '01 / Master of Public Administration

Tri-County Economic Development Corp

Senior Vice President, Business Development