



**Loughborough  
University**

# **Loughborough University Alumni Association**

## **Constitution**

### **Formal Authority**

1. The Alumni Association is recognised as a membership body of the University in accordance with its Statutes and Ordinances.

### **Membership**

2. Membership of the Alumni Association shall be granted to all graduates of the University, and of the former Loughborough Colleges, former staff of the University and the former Loughborough Colleges, and Honorary graduates. Membership eligibility for former students is based on completion of a minimum period of study of three months.

### **Mission**

3. To promote and encourage engagement with all members of the global Alumni Association in the on-going life of the University; to develop in a mutually beneficial way the relationship that alumni have with the University and each other; and actively support the strategic goals of the University.

### **Aims**

4. To create an informed body of advocates for the University.
5. To facilitate networking and professional development opportunities for our alumni.
6. To take responsibility for sustaining lifelong relationship and communication with the worldwide alumni community.
7. To celebrate, with the University, the achievements of our alumni and seek to inspire the next generation of Loughborough graduates.

8. To support the current student population, in partnership with the Students' Union, and promote access to careers advice, support and mentoring.
9. To aid and actively support the University in its scholarship, research and other engagement activities.
10. To aid and actively support the University in its philanthropy and other fundraising activities.

## **Support**

11. The Alumni Association, through its President and the democratically elected Advisory Board, will be supported by, and work in close partnership with, a dedicated team within the University (The Engagement Team) in furtherance of the Mission.

## **Structure and Principal Officers**

### **Principal Patron**

12. Shall be the Vice Chancellor and President of the University.

### **Vice Patrons**

13. Shall be a person/s of standing within the alumni community, approved by the Patron, who is/are actively supportive of the worldwide Alumni Association and the University. There shall be a maximum of four Vice Patrons with no minimum.
14. Shall act as Vice Patron/s for a term of three years.

### **President**

15. Shall be a former undergraduate or postgraduate member of the Alumni Association elected in accordance with the Alumni Association Operating Procedures.
16. Shall hold office for a term of three years from 1st Day of September in the year immediately following the election.
17. Shall chair, and be a full voting member of, the Alumni Advisory Board and shall chair the Alumni Association General Meeting.
18. Shall be the Alumni Association's nominated representative to the University Council and other appropriate Committees.

### **President Elect**

19. Shall be the person elected to be the future President, in accordance with the Alumni Association Operating Procedures, who has not yet taken up office.

## **Past Presidents**

20. Shall be former Alumni Association Presidents who remain as elected members of the Alumni Advisory Board giving support and guidance to the President and hold this title until they cease to serve on the Board.
21. Shall be eligible, under the Alumni Association Operating Procedures, and if deemed to have given exceptional service to the Alumni Association, to become Honorary Vice Presidents for life of the Alumni Association.

## **Alumni Advisory Board**

22. Shall be democratically elected, in accordance with the Alumni Association Operating Procedures, by the alumni community to guide and support the affairs of the Alumni Association and represent the Alumni in all its dealings with the University, working in close partnership with the Engagement Team.
23. Shall be chaired by the Alumni President or, in his/her absence, by a nominated Deputy Chair.
24. Shall have a maximum of fifteen Board Members. Elected members will hold office for an initial term of three years from 1<sup>st</sup> September in the year of election, but will be eligible to stand for re-election for a further three-year period. The maximum continuous period of office for any Board member will be six (6) years, followed by a break of five (5) years before becoming eligible to stand again for election.
25. The President of the Students' Union and the Director of Marketing and Advancement shall be ex-officio members of the Alumni Advisory Board.
26. The Alumni Advisory Board may at its sole discretion review the nominations for election to the Board and produce a shortlist of candidates for the sole purpose of achieving a representative balance on the Board.
27. Shall meet as a Board at least four times per year, with a quorum of five (5), and hold further meetings as required.
28. Shall present a report of its activities to the members of the Alumni Association at a convened General Meeting in accordance with the Alumni Association Operating Procedures.

## **General Meeting**

29. The Alumni Association President will call a general meeting at least once each year, but may with the agreement of the Alumni Advisory Board, call additional general meetings if deemed necessary. Notice of such meetings will be given on the Alumni Association Website with a minimum of twenty-eight (28) days' notice. A quorum of twenty-five (25) Alumni Association members must be present for a General Meeting to be held.
30. Any member of the Association may, by request to the President through the Engagement Team, submit matters for discussion at a general meeting.

## **Constitutional Approval and Amendments**

31. Members of the Alumni Advisory Board, as elected representatives of the Alumni Association, along with the Engagement Team, will periodically review the constitution to ensure it continues to support the activity, membership and structure of the Alumni Association.
32. Any motion to amend the Alumni Association Constitution must be carried by a two-thirds majority of the elected members of the Alumni Advisory Board before presentation for membership approval at a convened Alumni Association General Meeting.
33. The Alumni Association Constitution will be available to all members and published on the University's Alumni Website.
34. A copy of the Alumni Constitution will be lodged with the University Council.

## **Effective Date**

10<sup>th</sup> September 2017

## **Date Last Amended**

13<sup>th</sup> August 2017