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## **ALUMNI ASSOCIATION COMMITTEE CHARTER**

### **A. Purpose**

The purpose of the Alumni Association Committee is to advance the mission and promote the Alabama College of Osteopathic Medicine; to provide useful services and resources to advance osteopathic medical education; to promote collegial interactions among all alumni members, and to support and promote the advancement of future endeavors within the Association.

### **B. Membership**

The committee shall consist of a minimum of eight (8) and not greater than ten (10) voting members. The Alumni Association Committee will include ex-officio members and a minimum of two (2) fourth-year ACOM osteopathic medical student non-voting representatives.

#### **Voting Members:**

- President
- Vice-President
- Secretary/Treasurer
- (5) Members at Large

#### **Non-Voting Members:**

- (2) OMS-IV Representatives

### **C. Membership Terms**

- Any ACOM alum in good standing will have the opportunity to serve a one-year, renewable term under any Alumni Board position. The term shall begin and end with each academic year.
- Nominations will be solicited by the Director of Alumni Affairs during the summer preceding the upcoming academic year. Nominators will be required to complete an application form to nominate a potential candidate. Candidate information will then be sent to all members of the Association by electronic survey, where members will have an opportunity to select their top candidate(s). The top selected candidates will be submitted as recommendations for appointments by the Dean.
- The Dean will recommend the appointment of Alumni Board candidates to the ACOM Board of Directors for approval.

#### **D. Responsibilities**

- Provide communication and networking opportunities among alumni.
- Facilitate communication between alumni and current ACOM students through social media and other networking platforms.
- Provide lifelong learning opportunities through continuing education programs.
- Advancing, reinforcing, and promoting the osteopathic profession.
- Promote alumni and student engagement in recruitment, mentoring, and placement programs.

#### **E. Governance**

The Alumni Association Committee meets on the first Tuesday of each month and requires a quorum for voting purposes.

- A minimum of two (2) meetings of the Alumni Board will be held yearly. Four (4) weeks' notice of such meetings shall be given to Alumni Board members in writing by the Secretary or the Director of Alumni Affairs. Five (5) voting members of the Alumni Board shall constitute a quorum for the transaction of business.
- Additional meetings of the Alumni Board may be called at any time by the President or, upon the written request of three (3) voting members of the Alumni Board, to the President; the matters of the business to come before such meetings shall be given at least seven (7) days prior to any such meeting.
- The rules of procedure at meetings of the Association shall be those set forth in Roberts Rules of Order, unless otherwise provided in these Bylaws.

#### **CHARTER HISTORY**

**Approved by:** *Audrey Bawcum*

<b>Revision Date</b>	04/16/2025
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