

Sample Bylaws

Bylaws provide structure and purpose to an Alumni Network. Every Panther Network should have bylaws that will enable them to maintain continuous leadership and seamless transition over time. Below are elements of structurally sound bylaws.

Name: [insert Network Name], a chartered Panther Network of the FIU Alumni Association

Purpose: The purpose of this network shall be to join local FIU alumni together in organized efforts to benefit the each other and help to advance the University in accordance with the provisions and policies stated in the Panther Network Leader Toolkit.

Officers: The network shall have a governing board consisting of the duly elected officers in one of the two structures listed below:

- (1) at least a President, Vice President/President-Elect, Communications Chair, and Treasurer
- (2) a President and at least three committee chairs or leaders (community service chair, social events chair, student engagement chair, membership chair, etc)
- (3) If you have a different idea or need not represented in the two structures above, please consult with the FIU Alumni Association

All officers must be graduates of FIU, commit to an annual gift (of any size) to the FIU Foundation, and sign the Volunteer Code of Conduct.

Meetings: Regular meetings shall be held [insert time frame here].

Term of Office: The network will hold elections [annual or every two years] of officers. The term of office shall be limited to two consecutive terms of [insert time frame here- ex. 1 year or 2 years] each.

Voting: A majority of officers constitutes a quorum. Passage of a motion requires a simple majority.

Membership: All FIU Alumni and friends of the University are considered members of the Network. There are no dues associated with the network.

Amendments: These bylaws may be amended by a two-thirds vote of the network officers at any meeting. A change in the bylaws must be submitted to the FIU Alumni Association in writing for approval.

Date/Signatures: Date of approval by the network officers including signatures of President and second member of the leadership board.

Date of approval: _____

President

Vice President

[Committee name] Committee Chair

...and so on

