

**Constitution and By-Laws  
of the Immanuel Hospital School of Nursing and  
Midland University School of Nursing Alumni Association**

We, the graduates of the Immanuel Hospital School of Nursing and Midland University School of Nursing, hereby associate ourselves and adopt the following Constitution and By-Laws:

**Constitution**

**Article I**

**Name**

This association shall be known as the Immanuel Hospital-Midland University School of Nursing Alumni Association.

**Article II**

**Objectives**

1. To promote good fellowship among the graduates of these schools.
2. To promote the professional and educational advancement of nursing in cooperation with all professional nursing organizations.
3. To financially support projects that will enhance the education of nursing students at Midland University.

**Article III**

**Amendments**

1. This constitution shall be submitted to the Alumni Association Board for approval prior to presentation to the Alumni Association.
2. This Constitution may be amended at any annual meeting by a two-thirds majority vote of the active members present, providing it has been approved by the Alumni Association Board and providing a copy of the proposed amendments is available for review by each member present at the annual meeting.

## **By-Laws**

### **Article I**

#### **Membership**

1. Membership in this Association shall be graduate nurses of the Immanuel Hospital School of Nursing and Midland University Division of Nursing who are eligible for registration in any state or territory.
2. Active members are those with currently paid dues and thus, have full voting and social privileges.
3. Lifetime membership may be conferred upon recommendation of the Alumni Association Board by unanimous vote at any annual meeting upon any graduate who has rendered outstanding service to the nursing profession. A certificate of Lifetime Membership shall be presented granting a fully-paid active membership.
4. Honorary membership may be conferred upon recommendation of the Alumni Association Board by unanimous vote at any annual meeting upon registered nurses or persons other than graduate nurses from either of the schools who have rendered service to Immanuel, Immanuel Hospital School of Nursing or Midland University School of Nursing and whom the members of the Alumni Association wish to honor. Only social privileges are granted and voting privileges are denied. No dues are required of these members. A certificate of Honorary Membership shall be presented.

### **Article II**

#### **Officers**

1. The officers of the Alumni Association shall be President, Vice-President, Secretary/Treasurer, one Immanuel Hospital School of Nursing graduate and one Midland University graduate. These officers shall constitute the Executive Board.
2. Ex Official members with non-voting rights consist of Dean, School of Nursing, two faculty advisors from Midland University School of Nursing, Midland University Alumni Manager and two Midland University Student Nurses Association members.

### **Article III**

#### **Elections**

1. All active members are eligible to vote. A majority of all votes of active members at the annual meeting shall constitute an election.

2. In case of vacancy in the office of President, the Vice-President shall assume the duties and privileges of the office until the end of the term. In case of vacancy in any other office or committee, the Executive Board shall appoint a member to hold such position until the next annual meeting.
3. The election of officers shall be held at the annual meeting, every two years on even years, and will assume office at that time. If any position is unopposed, the office will be filled by acclamation.

## **Article IV**

### **Duties of Officers**

1. The President shall preside at all meetings. She/He shall be Chairman of the Alumni Association Board.
2. The Vice-President will preside at board meetings in the absence of the President. Also, she/he will assist the President in ways that may be necessary throughout the year.
3. The Secretary/Treasurer shall be responsible for meeting announcements and for the minutes of all meetings of the Alumni Association. The Secretary/Treasurer shall maintain a list of addresses and telephone numbers for members of the Alumni Board. She/he shall assume other secretarial duties as appointed by the President. The Secretary/Treasurer shall be responsible to keep in touch with Midland University for monies held by the Association.
4. The Alumni Association Board shall be responsible for coordinating the special project applications. The Alumni Board shall be responsible for distributing the special project applications to students at Midland University School of Nursing through the Nursing Page on Canvas. The Alumni Board shall review special project applications and make their recommendations.
5. The Board shall be responsible for annually reviewing the Constitution and By-Laws. This Board shall make needed revisions and submit their amendments at annual Board meeting.
6. The Midland University Alumni Manager shall keep a file of all graduates and their current addresses.
7. The Dean of the School of Nursing and faculty advisors from Midland University will be there to represent the School of Nursing program and be the liaison between the Alumni Board and Midland University.
8. Following the election, all property of the Alumni Association shall be placed in the hands of the incoming officers by the outgoing officers.

## **Executive and Alumni Association Board Members**

The functions shall be:

1. Coordinate the affairs of the Alumni Association with Midland University.
2. Act upon applications for associate membership.
3. Supervise affairs of the Alumni Association.
4. Transact the business of the Alumni Association in the interim between meetings.
5. Act upon recommendations of all candidates for honorary and lifetime memberships to the Alumni Association.
6. To review, approve, and act upon applications of projects in financial support. The board has the authority to approve expenditures of up to \$3,000 per school year. Any projects expenditure for more than 25% of annual sum of account balance reported by the Treasurer at the April annual meeting must be approved by the Alumni Association.

### **Article VI**

#### **Dues**

1. The annual dues for active membership shall be \$25.00. First year dues will be waived for new graduates.
2. Dues must be paid in order to attend the Alumni Banquet and exercise the privilege of voting.

### **Article VII**

#### **Fiscal Year**

The fiscal year shall be April to April.

### **Article VIII**

#### **Fiscal Year**

1. The annual meeting shall be the last business meeting of the fiscal year and incorporated with the annual banquet.

2. Regular meetings shall be held quarterly in January, April, July, and October.
3. Special meetings may be called by the President or on request by ten members of the Alumni Association.
4. Notice of the annual meeting shall be mailed by the Midland University Alumni Manager.

## **Article IX**

### **Parliamentary Authority**

The rules of parliamentary procedure comprised in “Robert’s Rules of Order” shall be the authority of all meetings of this Association and of the Alumni Association Board, subject to special rules which may be adopted at any time.

## **Article X**

### **Quorum**

1. Two officers and members in attendance shall constitute a quorum for the transaction of business of any annual meeting.

Revised: 1962, 1965, 1978, 1980, 1982, 1985, 1987, 2016, 2018.