

**The University of Iowa
Engineering Graduates of the Last Decade (GOLD) Board**

BYLAWS

ARTICLE I. NAME

The name of this Board shall be the University of Iowa Engineering Graduates Of the Last Decade (hereinafter referred to as the eGOLD Board).

ARTICLE II. BACKGROUND

The University of Iowa College of Engineering Young Alumni Advisory Board (YAAB) began in 2007. In the summer of 2019, restructuring efforts permitted the Board to expand its charge and serve the College in a renewed capacity. The name of the Board was changed to UI Engineering Graduates of the Last Decade, or eGOLD, Board.

The eGOLD Board aims to reconnect, re-engage, and encourage lifelong support from our recent engineering alumni. The Board strengthens relationships with recent graduates and encourages their continued involvement in support of the College via programs, events, and communications geared toward their interests. Further, Board Members give counsel to the College on matters of concern to recent alumni and provide guidance from a recent alumni perspective. The eGOLD Board Members serve as ambassadors of the College through their leadership, enabling the College to connect more meaningfully with its recent graduates across the country and throughout the world.

ARTICLE III. VISION, MISSION, VALUES

Section 1. Vision

Engineering alumni around the world feel informed of and connected to the College and alumni network, and actively advance Collegiate initiatives through service and engagement.

Section 2. Mission

Support the College to enrich the personal and professional lives of students and alumni.

Section 3. Values

Practice and advance alumni engagement through collaboration, service, and innovative strategies. Nurture diversity of thought and perspective. Uphold the integrity and customs of the College and University. Foster an alliance between recent alumni and the College.

ARTICLE IV. MEMBERSHIP

As an organization, the eGOLD Board must recognize responsibilities to and representation of the College of Engineering and The University of Iowa (UI). As such, all members of the eGOLD Board shall have received a BSE degree from the UI within the past 10 years. The College of Engineering strongly encourages engineering alumni from diverse backgrounds to serve on the eGOLD Board, including U.S. and international alumni; those who identify as female, male, and otherwise; underrepresented minority alumni; those who were first-generation college students; veterans, and all other representations of diversity.

Section 1. Composition

The eGOLD Board shall be comprised of up to 20 Members (and no fewer than 10) including a Chair, a Vice-Chair, and a Secretary. The eGOLD Board must consist of at least one (1) member, and ideally two (2), from each of the College's majors. College of Engineering faculty members, staff members, alumni, and others are encouraged to recruit and nominate potential Board members.

Section 2. Appointment

Alumni shall be considered for membership after completing an application. The application period shall be open from September 01 through December 15 each year for electronic submission on the collegiate website. The Collegiate Liaisons(s) will process the applications.

- A Member's election to the Board should take place no longer than 7 years past their undergraduate graduation date from the College of Engineering.
- Unless otherwise agreed upon, new Member elections shall occur at each Spring meeting.
- Election shall be by rank order vote of Members present.
- After each new Member election, the Secretary shall send a welcome email and necessary information to each new Member informing them of their appointment no less than 2 weeks after election. The welcome information shall include all relevant Board documents, resources, contacts, and expectations.

Section 3. Executive Committee Nominations and Election

A Vice-Chair shall be elected each year during the Spring meeting. Candidates for Vice-Chair shall be nominated prior to or during the Spring Board meeting. The Vice-Chair shall automatically assume the role of Chair when the Chair's term expires or the office becomes vacant.

Secretary election shall occur at the beginning of the Fall Board meeting.

Both Vice-Chair and Secretary elections shall be by rank order vote of Members present.

Section 4. Expectations

Each eGOLD Board Member is expected to:

- Create or facilitate opportunities for recent alumni to volunteer their time and talent on behalf of the College and its students.
- Serve as an ambassador, advisor, and advocate for the College.
- Represent and be a contact for the College in their respective area.
- Attend Board meetings.
- Encourage fellow alumni participation at alumni events and programs.
- Participate on at least one Committee/working group or contribute 2+ hours between biannual meetings.
- Create and sustain meaningful connections with graduates and current students.

Section 5. Terms of Office

Terms of office for each eGOLD Board Member shall be three (3) consecutive years from election date, except for members elected to serve as Chair or Vice-Chair. By virtue of office, the Chair and Vice-Chair may serve for up to four (4) years. Officers serve for a term of one (1) year in each position. A vacancy of office shall be filled by election by rank order vote at the next meeting. If possible, an Officer shall continue to serve until the vacancy is filled.

Members who wish to serve a second term must be reelected by the Board.

Section 6. Removal

Any Member may be removed, by a majority vote of the eGOLD Board, in the best interest of the eGOLD Board and its mission.

Section 7. Resignation

Any Member may resign by delivering a signed notice to the Chair. Resignation shall be effective upon receipt by the Chair.

Section 8. Vacancies

Vacancies shall be filled as soon as reasonably possible through the standard application process. When possible, Members shall continue to serve on the Board until the vacancy is filled. An appointment to fill a vacancy is not included when determining Term limits.

ARTICLE V. COLLEGIATE LIAISONS

The Collegiate Liaisons serve as a bridge between the eGOLD Board, the Dean, the College, and the College of Engineering Advisory Board. As such, the Liaisons are charged with sharing information about alumni programs and volunteer opportunities between Boards; communicating the mission/goals of the eGOLD Board to the College, and vice versa; cultivating new alumni relationships and deepening existing relationships; and adding value to the relationship between the University, the College, and its alumni through events, programming, and life-long learning opportunities.

- The Associate Dean for Academic Programs or a faculty member appointed by the Associate Dean.
- A member of the Engineering Student Success Team (eSST).
- The Assistant Director of Alumni Relations and Events.

ARTICLE VI. MEETINGS

Section 1. Board Meetings

The eGOLD Board shall meet collectively twice per academic year; once during the Fall semester and once during the Spring semester. The Fall meeting will be held in Iowa City, generally on or around Homecoming weekend, while the Spring meeting may be held elsewhere. The Executive Committee, in consultation with the Collegiate Liaisons and relevant Board Committees, will determine the location of the Spring meeting. At least one (1) Collegiate Liaison must be present at each Fall and Spring Board meeting.

Section 2. Sub-Committee Meetings

- Between Board meetings, the eGOLD Board will host conference calls or otherwise meet with Collegiate Liaisons and/or Administrators at least twice annually – preferably once during summer and once between the fall and spring semesters.
- In between Board meetings, Committee Leads will host conference calls with their respective Committees and the Collegiate Liaisons, where applicable, to advance the eGOLD Board initiatives.

Section 3. Attendance

- Members shall make meeting attendance a high priority.
- Members who are unable to attend the meeting in person may join electronically, although in-person attendance is preferred. Joining electronically shall count toward meeting attendance.

- If a Board Member misses a meeting, the Member shall complete one activity (from an approved list of activities maintained by the Board) in coordination with the appropriate Committee or a Collegiate Liaison before the next meeting and report to the Board on the outcome thereof.
- If a Member misses two (2) consecutive Board meetings or more than three (3) Board, Executive Committee, or Committee meetings in an 18-month period, they shall be removed from the Board unless reversed by vote of Members present at the Board, Executive, or Committee meeting triggering the removal consideration.

ARTICLE VII. OFFICERS, COMMITTEES, AND RESPONSIBILITIES

Section 1. Executive Committee

- The Executive Committee is responsible for planning the Fall and Spring meetings and conference lines, setting the agenda, and coordinating any logistics with assistance from the Collegiate Liaison(s) and relevant Committees.

The elected Executive Committee Members include:

- **Chair**

The Chair is responsible for leading the Executive Committee and for the overall success of the mission of the eGOLD Board . It is the responsibility of the Chair to:

- lead meetings;
- collaborate with the Collegiate Liaison(s) in preparing the agenda for the Board meetings;
- serve as the official spokesperson for the eGOLD Board;
- maintain relationships with alumni volunteer and community leaders;
- review the performance of the eGOLD Board and take steps to improve its performance and ensure that it has fulfilled its responsibilities; and
- transition the Vice-Chair into the Chair position.

- **Vice-Chair**

The Vice-Chair works in partnership with the Chair to learn the role of the Chair, become familiar with the programs of the eGOLD Board and its mission, and develop and facilitate Member transition. The Vice-Chair assists and supports the Chair as needed. It is the responsibility of the Vice-Chair to:

- review agenda and supporting materials prior to Board and Committee meetings and conference calls;
- represent the Board on behalf of the Chair as needed; and
- establish relationships with alumni volunteers and community leaders.

- **Secretary**

The Secretary is responsible for record-keeping during both the Fall and Spring Board meetings, as described in Article VIII.

- It is recommended that the Secretary attend each Board meeting in person.

Section 2. Standing Committees

- Events and Engagement (including fundraising)
- Professional Development (including networking and mentoring)
- Membership and Elections

Section 3. Ad Hoc Committees

The Chair, upon approval from the Board, and in consultation with the Collegiate Liaison(s), may create additional Committees as necessary to carry out the purpose of the Board.

ARTICLE VIII. RECORDS

- The Secretary will be responsible for taking notes and maintaining the conference line during each Board meeting. A brief summary should then be emailed to the Board members no later than 2 weeks after the meeting.
- The Secretary will be responsible for taking attendance during each Board meeting, and for maintaining these records,
- All other Committee leads will be responsible for appointing an individual on their Committee to take minutes during each meeting or conference call and distribute afterwards. A brief summary should then be emailed to the Board no later than 2 weeks after the meeting.
- The eSST Liaison and Alumni Relations Liaison shall work with the Secretary to keep a correct and complete list of names and contact information of eGOLD Board members.
- The eSST Liaison and Alumni Relations Liaison will keep digital copies of the aforementioned records at The University.
- The Secretary will make eGOLD Board Member contact information accessible to all Board Members..

ARTICLE IX. MODIFICATIONS / AMENDMENTS

The procedure for amending or modifying the bylaws, in order to better achieve the mission of the eGOLD Board, are as follows:

- Proposed amendments to the bylaws must be submitted to the Board in writing at a meeting or by electronic communication for a comment period of at least two (2) weeks;
- Following the comment period, and approval via majority vote of Board members at the next Board meeting, changes will go into effect upon distribution of the revised bylaws to the Members.

ARTICLE X. ADOPTION

These bylaws shall become effective on October 14, 2019. These bylaws supersede all previous collegiate Young Alumni Advisory Board operational documents and policies, either written, verbal, and/or inferred.