



THE ALUMNI SOCIETY OF THE COLLEGE OF THE BAHAMAS
BOARD OF DIRECTORS CHARTER

4 **Purpose**

The purpose of The College of The Bahamas Alumni Society is:

- 8 • To encourage the continued engagement and involvement of The College of The Bahamas Alumni with The College.
- To provide a means of continued fellowship and communication between all graduates of The College of The Bahamas.
- 12 • To support The College of The Bahamas in ways that will help enrich the student life experience.
- To support The College of The Bahamas in ways that will help drive College development.
- To support The College of The Bahamas in its mission “to support and drive national development through teaching, research and innovation and service to the community”.
- 16 • To promote an awareness of the work of The College and the importance of higher learning.

Members of the Alumni Society of The College of The Bahamas

20 Basic Membership – A person who has completed at least one of, a certificate course; a diploma programme; a degree seeking programme and received an associate, bachelor or master degree from The College of The Bahamas. This shall also define the term ‘alumni’ as used in this charter.

24 Associate Membership – A person who has attended but not received a certificate, diploma or degree from The College of The Bahamas, or is classified as a Friend of COB, or received an honorary degree. Associate Members may serve and vote on Alumni Society Subcommittees but are not eligible for positions or votes at the Board of Directors or AGM.

28 Full Membership – A person who qualifies for Basic Membership and pays to the Alumni Society a membership fee of \$50.00 annually. Full Membership shall include library membership and privileges, alumni ID card, other rights and privileges as provided by the Alumni Society Board of
32 Directors.

Dues

36 There are no Alumni Society dues.



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Alumni Society Board of Directors

40 The Alumni Society Board of Directors shall consist of eleven (11) members including ten alumni
and The College's director of alumni relations (or designee of the Associate Vice President of
External Affairs), an ex-officio position with unrestricted voting, who shall also serve on the Board's
Executive Committee. The Board shall meet no less than four (4) times per year. Subcommittee
44 meetings and the Annual General Meeting of members at large shall be distinct from Board
meetings. The Board shall be supported by a staff member of The College's Alumni Relations &
Development Office, who shall serve in a secretariat capacity to the Board generally and including
standing subcommittees.

48 Quorum for all regular meetings of the Board of Directors shall be five (5) members of the Board
present.

52 Composition of the Board of Directors

1. Chair – Executive
2. Immediate Past Chair – Executive
- 56 3. First Vice Chair – Executive
4. Second Vice Chair – Executive
5. Grand Bahama Chair - Executive
6. Treasurer - Executive
- 60 7. The College of The Bahamas Director of Alumni Relations, Ex Officio - Executive
8. Director
9. Director
10. Director
- 64 11. Director

Board of Directors Terms & Other Board Membership

68 Members of the Board of Directors may serve a term of two (2) years, with a maximum two (2)
terms served consecutively, and a maximum of eight (8) years of Board service in total.

The terms of alumni members serving on the Board will be overlapping such that a maximum of
72 50% of the Alumni Board members at any given time will be entering a first year of service on the
Board.



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76 Executive Committee positions of the Board shall be elected by Board members to serve a two (2) year term.

The Chair of the Board shall also serve as the Alumni Representative on the College Council.

80 An alumni member of the Board of Directors, or an alternative Board designee, shall serve on The College of The Bahamas Alumni Magazine Editorial Board.

84 In the event of an open seat on the Board of Directors, the Board may approve a replacement to fill the seat up to the next Annual General Meeting.

Removal of Alumni Society Directors

88 The office of Director shall be vacated if the Director

1. Becomes bankrupt, or convicted of a criminal offense by any court of competent jurisdiction; or
2. Resigns office by notice in writing; or
- 92 3. Becomes lunatic or of unsound mind; or
4. Is absent from three (3) successive Alumni Society general meetings without leave and the majority of Directors present at the following general meeting resolve that the office be vacated; or
- 96 5. Is or otherwise becomes disqualified or removed pursuant to the Alumni Society's Charter; or
6. Is removed by a vote of no confidence of eight (8) Directors during a meeting of the Alumni Society Board of Directors.

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Board of Directors Subcommittees

The Board of Directors shall establish and maintain the following standing subcommittees:

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- Executive Committee
 - Nominating Committee
 - Alumni Annual Fund Committee

108 The Board of Directors may at its discretion establish additional subcommittees as may from time to time be deemed necessary.

112 The Board may at its discretion invite other members at large or members of the broader College community, including faculty, students, staff and donors to serve on subcommittees.



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The Executive Committee shall comprise only members of the Board of Directors. Executives shall be nominated and elected from within the Board. The Executive Committee shall:

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- Develop the strategic focus of the Board of Directors.
 - Retain ultimate responsibility for the planning and management of Alumni Society finances.
 - Submit timely reports of Executive Committee findings and conclusions to the Board of Directors.

120 The Nominating Committee shall be chaired by a sitting member of the Board of Directors. It shall comprise no less than three members including at least one other sitting Board member. The Nominating Committee shall be responsible for:

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- Establishing the process for the nomination of Alumni Society members at large to fill vacancies on the Board of Directors.
 - Establishing the process for the confirmation of nominees to fill vacancies on the Board of Directors.
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- Facilitating the confirmation process each year at the Annual General Meeting.

132 The Alumni Annual Fund Committee shall be chaired by a sitting member of the Executive Committee. It shall comprise no less than five members including at least one other sitting Board member. The Alumni Annual Fund Committee shall:

- Assist in the fundraising efforts of The College.
- Play a leadership role in growing The College's Annual Fund.

136 **Annual General Meeting (AGM) of the Alumni Society**

Invitation to the AGM is open to all Basic and Full members of the Alumni Society.

140 The AGM shall be held every twelve (12) months, no later than the fourth Thursday in September and shall be at a College of The Bahamas campus.

Each year at the AGM:

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- The Chair of the Board of Directors shall submit a written Annual Report to members at large.
 - The Nominating Committee shall present and the members at large confirm members to fill vacancies on the Board of Directors.
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- Proposed amendments to the Charter of the Alumni Society Board of Directors shall be presented and confirmed by the majority of voting members in attendance.

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-approved at the AGM, September 2010.

-amended at the AGM, October 2011.

168 -amended at the AGM, September 2012.