

Indiana University Kokomo MBA Association Constitution

Preamble

The Indiana University Kokomo (IU Kokomo) MBA Association is an academic organization with the mission to enhance networking opportunities, enrich benefits of the MBA program, enhance communication between MBA students and Faculty and to encourage social activity and the association of students for their mutual advancement by research and practice.

ARTICLE I Name, Purpose, Recognition

SECTION 1: Name—This organization shall be officially known and designated as the “IU Kokomo MBA Association.”

SECTION 2: Variations in Name—No abbreviations of, departures from, or variations in the name of this organization will be accepted with the exception of the following: “MBAA” and “IU Kokomo MBAA”

SECTION 3: Mission Statement—The MBAA is organized to assist the IU Kokomo MBA Program in its efforts to advance the standing, reputation, accomplishments, leadership, and visibility of the IU Kokomo MBA Program, to promote an association between faculty members and MBA students, to promote an association between MBA students and professionals in the business world, and to promote social interaction among MBA students and faculty members.

SECTION 4: Affiliation—The MBA Association recognizes the IU Kokomo MBA Program as an advisor to the Association.

ARTICLE II Executive Board of Directors

SECTION 1: Executive Board of Directors Positions—The Executive Board of Directors (Officers) shall be composed of three members of the Association. The Officers of the MBAA shall be a President, Vice President, and Secretary. Officers shall be elected by the general membership of MBA Association by majority vote.

SECTION 2: Selection of Officers—The selection of Officers shall be as follows:

A. All active Members of the Association who are students or alumni will be eligible to hold an Officer position.

B. Officer candidates must declare their candidacy in advance of the election. The candidates shall follow the election process that is promulgated by the current Officers. This process shall be communicated in writing to the candidates in advance of the election.

C. Alumni can hold positions on the Executive Leadership Board but shall not be eligible for the Office of the President

D. Additionally, IU Kokomo alumni, faculty and staff may participate as associate members.

SECTION 3: Terms of Office—Officers shall serve for a term of one year coinciding with the MBAA fiscal year. Officers can be reelected.

SECTION 4: Officers' Duties—Officers shall oversee the administration of the Association, remove members from the Board with due cause by majority vote, and be the final interpreter of all Board policies. The Officers include:

A. **President** - The President shall be responsible for the operation of the Association and its Board. Duties include presiding at Association meetings, preparing meeting agendas, and serving as the primary contact of the MBAA with the students, faculty, and external organizations. The President will represent the MBA Association at any function calling for a representative of the Association, unless otherwise designated. The President shall have oversight duties of all the standing and ad-hoc committees of the MBAA.

B. **Vice President** - The Vice President will assist the President in overseeing all Association projects. The VP shall be responsible for calendar and coordination of MBAA events. The Vice President will also be responsible for one externally focused event per semester. Events are generally centered on alumni, corporations, or lecture series and conferences. The VP will work with the MBAA Board, MBA administrative staff, faculty, and corporate sponsors to obtain and manage the appropriate resources for these events.

C. **Secretary** – The Secretary shall be responsible for developing and executing a consistent and easy means for communicating all MBA Association events and activities to its members and provide a way for members to provide feedback to the organization. The Secretary shall be responsible for maintaining and improving Website, all e-mail communications, communicating all MBA Association offerings to all stakeholders, chronicle accomplishments of the MBA Association, Public Relations, communicating all MBA Association activities and accomplishments to Nexis newsletter and magazines, and outside organizations and media.

SECTION 5: Resignations and Vacancies - An Officer may resign by providing written notification of intent to the President of the Executive Board. Also, at the discretion of the Board, any Officer who has missed four consecutive steering meetings may have his position considered vacated as of the fourth meeting. Any vacancy shall be filled by an MBA Association member who has been nominated by a Nominating Committee consisting of the remaining Officers. The nomination shall be confirmed by the Board at its next meeting. The nominated member must meet the same eligibility requirements as that of a regularly elected Officer.

SECTION 6: Officer Meetings and Quorum—

A. **Steering Meetings**—The Officers shall meet for the conducting of regular business not less than three times per year as set by the Board. Notice of all steering meetings shall be given at least one week prior to the meeting. Said notice shall include the time, place, and date of the meeting.

B. All meetings shall be open unless called into executive session by a majority of the Officers present. No actions shall be taken in executive session except those mailers involving personnel, litigation, contracts, property, or other mailers where confidentiality is necessary.

C. A quorum for all meetings shall be a simple majority of the Officers.

**ARTICLE III
Membership**

SECTION 1: Membership—The membership of the Association shall be open to all IU Kokomo MBA students, alumni, and faculty.

**ARTICLE IV
Financial Matters**

SECTION 1: General Guidelines—The MBA Association shall operate as a not-for-profit organization as governed by Section 501 (c) (3) of the Internal Revenue Code and its Regulations as they now exist or may hereafter be amended. All funds collected and expenditures made will be for the advancement of the Association's mission as stated in the Preamble and in ARTICLE I, SECTION 3.

SECTION 2: Fiscal Year—The fiscal year of the MBAA shall be from July 1 to June 30.

SECTION 3: Preparation of Financial Statements—The financial statements of the MBAA will be prepared on an annual basis in accordance with fund accounting principles.

SECTION 4: Prohibition of Salaries or Wage Payments—The MBA Association shall not distribute any money or assets to any member, Officer, or advisor that would constitute a wage.

SECTION 5: Faculty Advisor for Financial Matters—The MBA Association shall have a IU Kokomo faculty member, preferably a member of the accountancy department, act as an advisor to the Association’s financial activities.

ARTICLE V
Amendment and Dissolution

SECTION 1: Amendments—The constitution may be amended by a majority of the Officers provided the proposed amendments have been presented in writing at one meeting prior to voting and are voted on at the following meeting.

SECTION 2: Dissolution—Upon dissolution by operation of law or otherwise, and after payment of all debts and liabilities, all property and assets remaining in its hands shall be distributed exclusively to charitable, religious, scientific, literary, or education organizations which would qualify under the provisions of Section 501(c)(3) of the Internal Revenue Code and its Regulations as they now exist or may hereafter be amended.

ARTICLE VI
Miscellaneous

SECTION 1: Faculty Advisor for General Association Affairs—The faculty advisor shall be the Director of the MBA Program.

SECTION 3: Regular Review and Approval of this Constitution—This Constitution shall be reviewed and revised, if necessary, and approved on an annual basis no later than the last meeting of the Executive Board after the completion of their terms of office. Approval from majority of the Officers is necessary for constitutional approval.

Title VII of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, religion, sex, or national origin. Title VII will be considered by the MBA Association Executive Committee when making all decisions.