



# Union Theological Seminary Alumni Council

## Council Bylaws

### **Preamble:**

The Union Alumni Council is committed to advancing Union's mission by connecting alumni to Union through various initiatives, programs, and volunteer opportunities. Council members serve as ambassadors for Union's extensive community and collaborate closely with the Development Alumni Relations Department to ensure the fulfillment of this mission.

These documents encompass the Covenant of Engagement and Bylaws, outlining the mission, purposes, membership structure, and engagement commitments of the Council.

### **Mission and Purposes:**

The Alumni Council is committed to fostering a vital partnership that informs, upholds, and promotes Union's mission. The Council engages in sustaining institutional relationships, providing service and support, offering advice on Union's alumni engagement, and establishing diverse networks and affinity groups among alumni.

### **Terms:**

1. The Council comprises up to 15 members, reflecting diversity in geography, degree program, graduating years, race/ethnicity, and affinity group.
2. Members are recommended by a Nominations Committee, elected by the full Council, serving two-year terms with a maximum of three consecutive terms.
3. A seat is reserved for a student representative, a member appointed by Union's Student Senate.

### **Officers:**

1. The Council elects a chair or co-chairs, a vice-chair, a secretary, and a liaison to the Board of Trustees.
2. Officers serve one-year terms, renewable up to three terms, responsible for moderating meetings, chairing committees, recording minutes, and liaising with the Board of Trustees.

### **Terms/Term Limits:**

Elected Council members take office on July 1st, serving two-year terms, with a limit of three consecutive terms. A term is defined as two years, commencing on July 1. No Council member may serve more than six consecutive years.



## **Covenant of Engagement**

### **Members of the council commit to the following:**

Council members are expected to:

- Embrace and uphold the principles and mission of Union's Alumni Council
- Attend all four annual council meetings.
- Actively engage on at least one Alumni Council committee.
- Make an Annual Fund contribution to Union.
- Adhere to the code of ethics, conflict of interest policies, and maintain confidentiality, as outlined by Union Theological Seminary.

### **Committees:**

#### **1. Student Life and Admissions**

- a. Have a committee member deliver greetings at commencement and welcome the graduates to the Alumni community.
- b. Assist in developing the UTS Connect mentorship program between alumni and students, in collaboration with the Director of Alumni Relations.

#### **2. Alumni Relations and Development**

- a. Work with Development and Alumni Relations team to organize Union-related regional gatherings to foster connections with fellow Alumni.
- b. Help develop strategies to engage Alumni, including inviting new members to join the council and encourage all alumni to participate in UTS Connect.

#### **3. Events and Awards**

- a. Assist in the planning for reUnion.
- b. Assist with Alumni related events.
- c. Assist with planning the Unitas Awards ceremony and nomination process.

### **Duration and Review:**

This Covenant and Bylaws are reviewed periodically to align with the evolving needs of Union Theological Seminary.

### **Meetings:**

The Council meets virtually four times annually, with the June meeting as the annual meeting for electing officers. Regular and special meetings are scheduled in advance, with written notices and agendas sent to members.