

The Norfolk State University Alumni Association, Inc. Constitution

Approved September 18, 2021

ARTICLE I - NAME

The name of the organization shall be the Norfolk State University Alumni Association (NSUAA) hereinafter referred to as the "Association" or "NSUAA".

ARTICLE II -- PURPOSE

The purpose of the Association shall be to organize the alumni of Norfolk State University to develop and promote the educational objectives and activities of Norfolk State University by providing an organization through which alumni of the University may:

1. Provide financial support to Norfolk State University.
2. Assist the University in its efforts to obtain public and private support.
3. Assist the University in recruitment and retention of students, and the development of career opportunities, aided by the awarding of scholarships to deserving and needy students.
4. Communicate with alumni and friends in support of the University.

No part of the net earnings of the Association shall inure to the benefit of any officer or member of this organization. The Association shall not engage in attempts to influence legislation or in substantial lobbying except in support of Norfolk State University as an educational institution.

ARTICLE III -- MEMBERSHIP

The Association shall be composed of three categories of members as defined below:

1. General Members:

All persons who have graduated from Norfolk State University, or any of its predecessors (Norfolk Unit of Virginia Union University, the Norfolk Polytechnic College, the Norfolk Division of Virginia State University, and Norfolk State College); or any person who has attended Norfolk State University or any of its predecessors for a period of at least two semesters; or any person who has not attended Norfolk State University and any of its predecessors but is desirous of supporting the University. General members shall have all member privileges.

2. Life Members:

All persons who have paid in full lifetime membership dues as determined by the Association. Life members shall have all member privileges.

3. Honorary Members:

All persons upon whom the Association or a chapter bestows honorary membership because of distinguished service to the University, Association, and/or Chapter. Honorary members shall not be eligible for member privileges.

ARTICLE IV -- MEMBERSHIP PRIVILEGES

1. May attend all Association's Board of Directors meetings (Annual, Election, and Special).
2. May receive notices of Association's Board of Directors meetings, other Association activities/events, and University activities/events.
3. May be elected as an Association officer, however, must be a graduate of Norfolk State University, or any of its predecessors in order to hold the office of President, First Vice President, and Second Vice President.
4. May be elected to serve as "Ms/Mr Alumni", however, must be a graduate of Norfolk State University or any of its predecessors.
5. May serve on any of the Association's Committees and where appropriate, vote on chapter matters.

ARTICLE V -- BOARD OF DIRECTORS

NSUAA Board of Directors shall consist of the following members: President, First Vice-President, Second Vice-President, Recording Secretary, Corresponding Secretary, Financial Secretary, Treasurer, Chaplain, Immediate Past President, and a designee from each chapter. The Parliamentarian, Historian, NSU Executive Director of Alumni Relations and Annual Giving, and President of the Pre-Alumni Chapter shall be non-voting members of the Board.

ARTICLE VI -- EXECUTIVE COMMITTEE

NSUAA Executive Committee shall consist of the President, First Vice-President, Second Vice-President, Recording Secretary, Corresponding Secretary, Financial Secretary, Treasurer, Chaplain, and Immediate Past President of the Association. The Parliamentarian, Historian, and NSU Executive Director of Alumni Relations and Annual Giving shall be non-voting members of the Executive Committee.

ARTICLE VII -- BYLAWS

NSUAA may adopt such By-Laws as necessary to achieve the purposes for which the Association was established.

ARTICLE VIII -- DISSOLUTION

In the event of the dissolution of the Association, all assets and properties shall be distributed to Norfolk State University *Foundation, a 501(c)3 Organization, or another organization established by Norfolk State University with 501(c)3 status.*

ARTICLE IX -- AMENDMENTS

This Constitution may be amended by the Board of Directors of the Association. Proposed amendments must be submitted to the Board of Directors at least forty-five (45) days before a regular scheduled meeting of the Board.

*Approved December 9, 2023
Implemented July 1, 2024*

**BYLAWS TO THE CONSTITUTION
NORFOLK STATE UNIVERSITY
ALUMNI ASSOCIATION**

ARTICLE I – CHAPTERS

- A. An official chapter of the Association shall be any regularly organized group of 15 or more financial members as defined in Article III of the constitution and upon approval by the Board of Directors. All chapters shall be committed to the goals and purposes of the Association, be active participants in the programs of the Association, and be empowered to adopt rules and execute plans to these ends. A Chapter's constitution and bylaws shall not be in conflict with the constitution and bylaws of the Association. Chapters with less than 15 financial members will be reviewed by the Board of Directors for discontinuance or suspension. Chapters chartered prior to 2023 are not required to meet the 15 member minimum.
- B. A new chapter is one that is two or less years old and approved by a formal resolution of the majority members of the Board of Directors. The Association President will appoint a mentor(s) to all new chapters for a period of two years. The mentor(s) will advise the chapter on all matters pertaining to the functioning of the new chapter, including, but not limited to, any decisions that are material in nature. The mentor(s) will provide any progress reports, to include recommendations; on a periodic basis to the Executive Committee for their review and approval. The new chapter will be in one of the following categories:
1. Geographic: graduates, former students, and friends of NSU in a specific location.
 2. Academic: graduates, former students, and friends of NSU from a specific discipline, for example, the School of Social Work or Nursing.
 3. Special interest: graduates, former students, and friends of NSU with a common background interest, such as military, cheerleaders, past band members, or fraternities/sororities.
- C. A reorganized official chapter is a chapter that has not been financially active two or more years or has not been able to maintain a minimum of 15 members. The Association President will assign a mentor(s) to any reorganized chapter(s) for a two-year period. The mentor(s) must advise the chapter on the implementation of all major chapter decisions. The chapter's monthly financial transactions including, but not limited to, bank statements, meeting minutes, and proposed contractual agreements will be provided to the mentor(s) by any acceptable delivery system.

Two or more officers of the chapter must sign all contractual agreements. The mentor(s) will report progress to the Executive Committee quarterly. The chapter will receive an evaluation every six months by the Executive Committee. The mentoring period of two years may be extended solely at the discretion of the Executive Committee. The review by the Executive Committee will focus on both fiscal and organizational metrics with final approval by the Board of Directors.

- D. A reactivated chapter is a chapter that has not been financially active for less than two years or has not been able to maintain a minimum of 15 paid members. The Association President will assign a mentor(s) to any reactivated chapter(s) for a two-year period. The mentor(s) will make recommendations on a quarterly basis to the Executive Committee regarding chapter reactivation. The mentoring period of two years may be extended solely at the discretion of the Executive Committee. The review by the Executive Committee will focus on both fiscal and organizational metrics with final approval by the Board of Directors.

ARTICLE II -- BOARD OF DIRECTORS

- A. The Board of Directors shall consist of the following: President, First Vice President, Second Vice President, Recording Secretary, Corresponding Secretary, Financial Secretary, Treasurer, Chaplain, Immediate Past President, and a designee from each chapter.
- B. The Board of Directors shall establish policy and direct the supervision and management of the affairs of the Association in conformity with the Constitution and Bylaws, and parliamentary procedures. It shall receive and approve the reports of all officers and committees. The Board of Directors shall approve all budgets and the annual audit.

ARTICLE III -- EXECUTIVE COMMITTEE

The duties of the Executive Committee shall be to implement and execute programs and policies approved by the Board of Directors as follows:

- A. Actions taken by the Executive Committee shall be ratified by the Board of Directors.
- B. Exercise full authority of the Board of Directors between their meetings.
- C. Monitor, review, and approve all standing and special committee activities.
- D. Establish the Board of Directors meeting schedule and agendas.

ARTICLE IV -- OFFICERS

SECTION I -- TITLES OF OFFICERS

The officers of this Association shall include a President, First Vice President, Second Vice President, Recording Secretary, Corresponding Secretary, Financial Secretary, Treasurer, Chaplain, Immediate Past President, Parliamentarian, and Historian.

SECTION II -- NOMINATION OF OFFICERS

- A. The President, with the approval of the Executive Committee, shall appoint the Chair and four additional members to serve as a nominating committee. It shall be the duty of this committee to solicit nominations of candidates for the offices to be filled at the Election Meeting of the Association.
- B. The nominating committee shall present a slate of officers at the March Board of Directors. Due to the vetting process, no additional nominations from the floor shall be permitted.

SECTION III -- ELECTION OF OFFICERS

The election of officers shall be by secret ballot, either electronically or in person, at the Election Meeting of the Association which is held one hour before the May meeting of the Board of Directors during an election year.

- A. The election of officers shall be determined by a majority vote (50%+1) of the Board of Directors.
- B. Candidates running unopposed must receive at a minimum, 50% +1 of the vote cast to win the position.
- C. The elected officers shall be installed at the May meeting of the Board of Directors, and shall assume office on July 1st.
- D. Transition of duties shall be completed not later than June 15th. Transition of duties include turning over all documents, property, etc. held by the outgoing officers and required for the incoming officers to effectively execute the duties of their position.

SECTION IV -- QUALIFICATIONS:

- A. To be eligible to serve as an officer, the individual must be financial with the Association and have served as an elected officer within an Association chapter. All candidates must adhere to Article XI Code of Ethics.

- B. The individual must have attended the University or one of its predecessors for a period of at least two semesters.
- C. Candidates for the office of President, First Vice President, and Second Vice President must be a graduate of Norfolk State University. Candidates must at a minimum have previously held the position of President or Vice President of an Association chapter.

SECTION V -- TERM OF OFFICE

Officers shall hold office for a term of three years. An officer shall not be eligible to serve in the same office for more than two consecutive terms.

SECTION VI -- VACANCIES

- A. Any vacancy occurring in an office, with the exception of President First and/or Second Vice President, shall be filled by an individual receiving a majority (majority means 50% plus 1) of the votes of the Board of Directors.
- B. If the President is no longer able to serve:
 - 1. The First Vice President shall assume the office of President.
 - 2. The Second Vice President shall assume the office of First Vice President.
- C. The vacancy of the Second Vice President shall be filled by an individual receiving a majority (majority means 50% plus 1) of the votes by the Board of Directors.
- D. Vacancy for all other officers shall be filled by an individual receiving the majority (majority means 50% plus 1) of votes by the Board of Directors.

ARTICLE V -- DUTIES AND RESPONSIBILITIES OF OFFICERS

SECTION I -- PRESIDENT

- A. Serve as the Chief Executive Officer of the Association.
- B. Preside at meetings of the Board of Directors and the Association.
- C. Chair the Executive Committee.
- D. Serve as an ex-officio member of the Association Committees.
- E. The President shall appoint committees, and chairpersons for specific purposes and work with them in achieving their objectives.

F. The President shall work with each officer in planning and administering the program of the Association.

G. The President shall appoint the Parliamentarian and the Historian.

SECTION II -- FIRST VICE PRESIDENT/SECOND VICE PRESIDENT

The First Vice President/Second Vice President shall preside over meetings in the absence of the President. The First Vice President/Second Vice President shall have cognizance over such committees as assigned by the President.

SECTION III -- RECORDING SECRETARY

The Recording Secretary shall be responsible for:

A. Keeping an accurate record of minutes of all meetings of the Association, Board of Directors, and Executive Committee.

B. Sending the minutes to the Board of Directors and Executive Committee following meetings.

C. Performing such duties as the President and Board of Directors shall assign.

SECTION IV -- CORRESPONDING SECRETARY

The Corresponding Secretary shall be responsible for:

A. Ensuring timely notification of meetings of the Executive Committee, Board of Directors, and Association.

B. Conducting the general correspondence of the Association, which is not a function proper to other officers, or committees.

C. Serving as the keeper of minutes and records in the absence of the Recording Secretary.

D. Directing the collection and dissemination of reports by Association Committees and the Board of Directors.

SECTION V-- FINANCIAL SECRETARY

The Financial Secretary must be bonded and shall be responsible for:

- A. Receiving and recording all Association funds and forwarding received funds to the Treasurer.
- B. Preparing financial transmittals of all funds received, provide them to the Executive Committee and the Board of Directors.
- C. Serving as the Registered Agent of the Association.

SECTION VI – TREASURER

The Treasurer must be bonded and shall be responsible for:

- A. Receiving and depositing all Association funds.
- B. Disbursing all Association funds.
- C. Preparing financial statements for all meetings.
- D. Preparing quarterly financial statements and reports for meetings and providing them to the Board of Directors.

SECTION VII -- CHAPLAIN

The Chaplain shall be responsible for:

- A. Performing invocation and closing prayer at all meetings.
- B. Preparing and conducting the memorial service to be held at the Annual meeting of the Association.
- C. Releasing get-well and condolence notices to Association members.
- D. Sending get-well cards/flowers to patients and grieving family members of the Association.

SECTION VIII -- PARLIAMENTARIAN

The Parliamentarian shall be the official interpreter of the Constitution, the Bylaws, and Robert's Rules of Order for the Association. The Parliamentarian shall be a non-voting member of the Executive Committee and the Board of Directors.

SECTION IX -- HISTORIAN

The Historian shall be the official keeper of the narrative account of the Association's activities and artifacts, which, when approved by the Board of Directors, shall become a permanent part of the organization's official history.

The Historian shall be responsible for the collection of all printed and other artifacts materials related to the Association. All materials will be cataloged and stored in the University Archives. The Historian shall be a non-voting member of the Executive Committee and the Board of Directors.

SECTION X -- GENERAL RESPONSIBILITIES OF OFFICERS

Officers shall perform the duties as prescribed in the Bylaws, governing documents as assigned by the Board of Directors, and in Roberts Rules of Order. Outgoing officers shall deliver all official documents and materials to successors not later than June 15th.

Failure of Association officers to execute their duties or responsibilities shall be subject to discipline or dismissal by the Board of Directors.

ARTICLE VI – MEETINGS

- A. Regular Meetings: The Association will conduct four Regular meetings during the following months: March (MEAC Tournament), May (Spring Commencement), July/August (Association’s Summer Leadership Conference), and December (Fall Commencement). A majority of the Board of Directors shall constitute a quorum. All Association members may attend.
- B. Executive Committee Meetings: Shall be held between Board of Directors meetings and by the call of the President. Executive Committee proposals must be presented to the Board of Directors at least 30 days prior to a scheduled Board of Directors meeting unless deemed necessary by the Executive Committee. A majority of the members of the Executive Committee shall constitute a quorum at any properly called meeting. Members of the Executive Committee shall attend all regular and called meetings. Notification of absences must be received by the President and corresponding Secretary at least three hours prior to the meeting.
- C. Annual Meeting: The Association will conduct an Annual meeting in September. The time and place shall be determined by the Executive Committee. All Association members may attend. The Annual meeting will showcase the Association’s accomplishments and annual reports from officers and standing committees.
- D. Special Meeting: The Association may hold a Special meeting as called by: the President; a majority of the Board of Directors; or by written request of 10 members of the Association. The Board of Directors shall be given at least 30 days notice and the purpose of the meeting shall be stated in the request.
- E. Meeting Location: The Association shall conduct its Regular, Annual, and Special meetings on the campus of Norfolk State University unless otherwise determined

by the Executive Committee.

- F. Attendance: The Board of Directors shall attend all scheduled Regular meetings, Annual meeting, and any called Special meeting(s).
- G. In case of “Force Majeure” or “Acts of God”, Association meetings can be held either telephonic or electronic as determined by the Executive Committee.
 - 1. Telephonic Board of Directors meeting – Meetings of the Board of Directors may be conducted by telephone (a) when the President or First Vice President has obtained written consent for this from a majority of the Board of Directors; or (b) when so directed by the Board; or (c) in the case of special meetings, when so directed by those calling the special meeting. Telephone meetings of the Board of Directors shall be subject to all rules adopted by the Board to govern such meetings, which may include any reasonable limitations on, and requirements for, Board members’ participation. Any such rules adopted by the Board shall supersede any conflicting rules on the parliamentary authority but may not otherwise conflict with or alter any rule or decision.
 - 2. Electronic Board of Directors Meeting - Except as otherwise provided in these bylaws, meetings of the Board of Directors shall be conducted through use of Internet meeting services designated by the President that support anonymous voting and support visible displays identifying those participating, identifying those seeking recognition to speak, showing (or permitting the retrieval of) the text of pending motions, sharing documents, and showing the results of votes. These electronic meetings of the Board of Directors and Executive sessions shall be subject to all rules adopted by the Board of Directors to govern them, which may include any reasonable limitations on, and requirements for, Board of Directors members’ participation. Any such rules adopted by the Board of Directors shall supersede any conflicting rules in the parliamentary authority but may not otherwise conflict with or alter any rule or decision of the Society. An anonymous vote conducted through the designated Internet meeting service shall be deemed a ballot vote, fulfilling any requirement in the bylaws or rules that a vote be conducted by ballot.

ARTICLE VII -- FINANCES

SECTION I -- RECEIPT OF FUNDS

The Association shall have the power to receive real and personal property, and to dispose of it in accordance with the purposes of the Association.

SECTION II -- EXPENDITURE OF FUNDS

The Board of Directors shall approve the manner in which funds of the Association are to be expended.

SECTION III -- DUES

The Board of Directors shall determine Association membership dues. Proposals for changes in dues must be submitted to the chapters for review and recommendations before final approval by the Board of Directors. The annual dues and other funds approved by the Board of Directors shall be used to support the Association's budget. Dues are payable on or before July 1 for the next fiscal year.

SECTION IV -- FISCAL YEAR

The fiscal year of the Association shall be July 1 to June 30.

ARTICLE VIII -- COMMITTEES

SECTION I -- STANDING COMMITTEES

Each standing committee shall be composed of not less than nine members. The chairperson of each committee shall report to one of the Association's Vice-Presidents. Committee reports for all standing committees shall be forwarded to the Corresponding Secretary and the appropriate Vice President. The standing committees' duties and responsibilities are as follows:

Annual Giving Committee--Provide a program of activities that will increase individual alumni giving to student scholarships, academic, and athletic development.

Awards Committee--Develop awards and recognition programs for alumni.

Budget/Finance Committee--Plan and develop a proposed Association budget annually and maintain fiscal practices and programs to support the Association's financial needs. Be responsible for, and authorize internal and external audits and bonding procedures.

Constitution and Bylaws Committee – Responsible for the biennial review and update of the Association constitution and bylaws.

Disciplinary Committee --Be alert to any disciplinary concerns raised. Responsible for investigating identified disciplinary problems, and introduce any proposed findings and suggested resolutions.

Fund-Raising Committee--Plan and develop programs and activities to raise funds for University scholarships and academic programs, with the approval of Board of Directors.

Homecoming Committee--Responsible for the development and execution of all homecoming activities as approved by the Board of Directors. The committee is obligated to manage plans within the approved budget.

Membership Committee--Develop programs and activities to increase and maintain the membership of the Association.

Student Relations Committee--Responsible for the organized support of current University initiatives that have an immediate impact on NSU students.

SECTION II -- NOMINATING COMMITTEE

The Nominating Committee, duties described in Article IV, Section II, shall be appointed by the President. It shall be comprised of five members of the Board of Directors.

SECTION III -- SPECIAL COMMITTEES

The President may appoint special committees for particular tasks as appropriate, including members of Joint Committees to work with the University administration, faculty, and students on special projects, programs and activities.

ARTICLE IX -- VOTING PROCEDURES

SECTION I -- BOARD OF DIRECTORS MEETINGS

During Board of Directors meetings, each chapter and Executive Committee officer shall be entitled to one vote. Members of the Association may address the Board on any agenda item.

SECTION II – ELECTRONIC VOTING

Electronic voting may be used to conduct voting and/or polling on questions and/or elections when paper ballots are not used. Electronic voting may include email voting or voting using apps such as Election Buddy or Survey Monkey. To conduct voting on several questions or offices simultaneously, votes must be cast independently for each question or office.

SECTION III – ROLL CALL VOTING

A vote by roll call has the effect of placing on the record how each member votes. The roll is called starting with the First Vice President and ending with the last chapter alphabetically. The Association President will only vote if there is a tie. When a vote is taken by roll call, all votes

will be counted and recorded including affirmative, negative, and abstentions. Roll call voting is mostly used during electronic and/or telephonic meetings.

ARTICLE X -- ANNUAL GIVING

SECTION I -- ALUMNI FUND

Each alumni chapter shall contribute 5% of its total annual giving to the Alumni Fund of the National Alumni Association.

SECTION II -- LYMAN B. BROOKS SCHOLARSHIP ENDOWMENT

Each alumni chapter will contribute 5% of its total annual giving to the Lyman B. Brooks Scholarship Endowment.

SECTION III -- HARRISON B. WILSON SCHOLARSHIP ENDOWMENT

Each alumni chapter shall contribute 5% of its total annual giving to the Harrison B. Wilson Scholarship Endowment.

ARTICLE XI – CODE OF ETHICS

A Code of Ethics outlines the ethical principles that govern decisions and behavior for an organization. This is a general outline of how Association members should behave, as well as specific guidance for handling certain issues.

Code of Ethics - Each Association member shall:

- A. Communicate with one another as professionals.
- B. Set a good example to live by.
- C. Nurture a belief in an authority higher than yourself.
- D. Cultivate an appreciation for networking and sharing.
- E. Foster a sense of objectivity.
- F. Emulate and seek success.
- G. Refrain from conduct that may bring discredit to the Association and Norfolk State University.

ARTICLE XII -- DISCIPLINARY ACTIONS

SECTION I -- CHAPTERS

- A. The Board of Directors must take disciplinary action against a Chapter, including, but not limited to, suspension, censure, reprimand, or restriction of privileges as an affiliate of NSUAA whenever it is determined that the Chapter's actions are detrimental to the Association.
- B. Chapters that fail to adhere to the provisions of the Association Standing Operating Procedures are subject to suspension or termination.
- C. In the case that a Chapter is suspended or terminated by the Board of Directors, a recommendation by the Executive Committee shall be necessary.
- D. Upon notification of the action of the Board of Directors, the Chapter shall cease immediately to function and its officers shall transmit all records and monies to the Association President within five days.

SECTION II – ASSOCIATION MEMBERS

- A. Disciplinary action may be taken against any member who does not conform to the principles, aims, and purposes of the Association as set forth in this constitution and bylaws and is guilty of conduct that is not in the best interest of the organization.
- B. A complaint against an Association member must be initiated by three or more members of the Board of Directors. All complaints should contain supporting documentation. Upon receipt thereof, the President shall forward a copy of the complaint by registered mail to the Association member involved. Said Association member shall have 15 calendar days to respond.
- C. The Executive Committee reserves the right to hear and act upon the charges and the member is entitled to a hearing before the Board of Directors, if desired.
- D. The Board of Directors shall be the final level of appeal in disciplinary action. Its determination of the matter shall be binding upon the parties to the matter.

SECTION III – ASSOCIATION OFFICERS

- A. Association Officers must attend at least three consecutive regularly scheduled Executive Committee and Board of Directors meetings. Failure to do so will result in disciplinary action by the Board of Directors upon the recommendation of the Executive Committee.
- B. A complaint against an Association Officer must be initiated by three or more members of the Board of Directors. Upon receipt thereof, the President shall forward

a copy of the complaint by registered mail to the Officer involved. Said Officer shall have 15 calendar days to respond.

- C. The Executive Committee reserves the right to hear and act upon the charges and the Officer is entitled to a hearing before the Board of Directors, if desired.
- D. The Board of Directors shall be the final level of appeal in disciplinary action. Its determination of the matter shall be binding upon the parties to the matter.

ARTICLE XIII - INDEMNIFICATION

SECTION I - ASSOCIATION

Subject to the provisions of this Article, the Association, upon recommendation of the Board of Directors, may indemnify an individual who is a party to a proceeding because he or she is a director against liability incurred in the proceeding if (a) (i) the director conducted himself or herself in good faith; (ii) the director reasonably believed that his or her conduct was in the best interests of the Association or that his or her conduct was at least not opposed to the best interests of the Association; and (iii) in the case of any criminal proceeding, he or she had no reasonable cause to believe his or her conduct was unlawful. The termination of a proceeding by judgment, order, settlement, or conviction, or upon a plea of nolo contendere or its equivalent, is not, of itself, determinative that the director did not meet the relevant standard of conduct described in this section.

SECTION II - CHAPTERS

Chapters are prohibited from instituting or instigating any legal action against another member in the Association based upon business that pertains to the Association (this would exclude legal matters that are personal in nature and that do not pertain to Association business). Furthermore, any legal action contemplated by a chapter must be first approved by the Board of Directors before any conclusive decision regarding moving forward on the action is undertaken.

ARTICLE XIV -- HEADQUARTERS

The headquarters of this Association shall be determined by the Board of Directors.

**ARTICLE XV -- THE EXECUTIVE DIRECTOR
OF ALUMNI RELATIONS AND ANNUAL GIVING**

The Norfolk State University Executive Director of Alumni Relations and Annual Giving is the official liaison officer between the Association and Norfolk State University (including the Administration). The Executive Director shall be a non-voting member of the Board of Directors and the Executive Committee, including when the Board of Directors or the Executive Committee is in executive session. The Executive Director assists the Board of Directors with its strategic planning and direction; and fosters relationships to achieve the NSUAA's mission and goals.

ARTICLE XVI -- AMENDMENTS

The Bylaws to the Constitution shall be amended by the Board of Directors of the Association. Proposed amendments must be submitted to the Board of Directors at least 45 days before any regular scheduled meeting of the Board.