ARTICLE 1: NAME

The name of this organization is the EMBA in Energy Program Alumni Association, a non-profit organization.

ARTICLE 2: MISSION STATEMENT

The Michael F. Price College of Business and the EMBA in Energy Program Alumni Association (EMBA Alumni Association) mission is to advance the cause of executive education in the business of energy; to help graduates develop and advance their professional careers through networking events, mentoring, and continuing education opportunities; to further enhance the EMBA Program by being its ambassador and through fundraising; and to promote friendship, fellowship and professional development among current students and alumni of the EMBA Program of the Michael F. Price College of Business.

ARTICLE 3: MEMBERSHIP

Section 1: Membership of the Association shall be comprised of:

(a) All graduates of the EMBA Program of the Michael F. Price College of Business;

And

(b) All current students who have completed at least the first three modules of the EMBA Program of the Michael F. Price College of Business will be eligible to participate as an Associate Member until satisfactory completion of the EMBA in Energy Program.

Section 2: Honorary Membership in the Association shall be comprised of:

(a) All present and past instructors, and EMBA program’s administrative officer.

(b) Any person elected to such a membership by a majority of the EMBA Alumni Association Board of Directors.
Honorary members may not serve on any alumni committee or participate as voting members of the association.

If at any time an alum wishes not to be a member of the Association, he or she may do so by sending a request to the Chair of the EMBA Alumni Association.

**ARTICLE 4: ORGANIZATION**

Section A. Board of Directors

The EMBA Alumni Association will be governed by a Board of Directors (the “Board”), which will have authority in all matters relating to the objectives, management, and operations of the Association. The Board will govern by resolutions passed by a simple-majority vote. Members of the Board are strongly encouraged to attend a meeting to vote on any resolutions, but in any event the Board can assemble through other methods, such as virtual meetings to fulfill voting responsibilities. In the event of a tie, members who are present will either negotiate until an agreement is reached or will table the issue until the next meeting.

The Board will include the offices of Chair, Vice Chair, Immediate Past-Chair, and Representative(s) from each of the energy-centric locations (as determined by the Board).

Section B. Officers

**Chair:** The Chair will preside at all meetings of the Board and the Association. The Chair will have the power to appoint, with the approval of the other members of the Board by simple majority, any committees that may be necessary and valuable for the achievement of organization’s objectives. The Chair will be an ex-officio member of all such committees. The Chair will be responsible for the direction and management of the business of the Association, will see that the orders and resolutions of the Board are carried out, and be the liaison between the EMBA Program and alumni. The Chair will also facilitate with outreach activities such as recruiting and program promotion. The Chair will serve as the intermediary with the Michael F. Price College of Business and be a member of the Energy Institute Advisory Board.

**Vice Chair:** The Vice Chair will serve as an advisor and assistant to the Chair and will assume the duties of the Chair in the absence, resignation, or removal office of the Chair. The Vice Chair will be responsible for the planning and organization of the Annual Meeting (virtual or otherwise) of the Association. The Vice Chair will be responsible for management of all funds accrued and spent by the Association and oversee the EMBA Alumni Association account with The University of Oklahoma Foundation; maintain a roster of Board and committee members; and act as a liaison to the Michael F. Price College of Business Office of External Relations. The Vice Chair will also facilitate with outreach activities such as recruiting and program promotion.
Representatives: Each Representative will help promote networking among alumni and current students in their locations. Each Representative will organize two networking events in their location; facilitate in recruiting events in their location either by participating in-person or coordinating with local EMBA alumni or students to participate; and other activities deemed by the Board to promote the mission of the EMBA Alumni Association.

Removal from Office: Officers may be removed from office with or without cause by a two-thirds vote of the Board at a regular or special meeting of the Council where thirty (30) days previous notice has been given. For the purpose of notice, the notice should be given to all current Board Members, which notice can be delivered via email and/or letter.

Section C. Terms

The Chair, Vice Chair, Secretary and each Representative will serve a 2 year term. New terms will begin on January 1 of each year.

Elections of the Chair and Vice Chair will be held when needed between September 1 and October 31. During the election process, each open position will be listed and described in an online survey to all members at least 30 days prior to the election date. Members will be given an opportunity to nominate candidates (a member may nominate his/herself) for all open positions, nominations should be directed to the nomination committee. At the close of the nomination period, which will be 7 days prior to the election date, a ballot will be sent via an email to all members. Members will be given an opportunity to vote for candidates. At the close of the voting period, the newly elected officers will be announced.

Representatives will be appointed by the Chair in consultation with the Vice Chair and will also serve a 2-year term.

Board Officers cannot serve more than two consecutive terms. In addition, they are not eligible to run again for a seat unless they have been off the Board for two terms.

Section D. Meetings

Meetings of the Association will be held as deemed necessary by the Board, but at minimum twice per annum. The Board will have an Annual Networking Meeting (virtual or otherwise) to be held during the summer, at which time the Board will update members on Association activities. All members will be notified of meetings. Members will be given at least one month’s notice via e-mail about upcoming meetings. Members may request the Board of Directors to call a meeting. Attendance at the meeting is voluntary.
Section E. Funds

Funds received by the Association may include, but is not limited to, annual dues, life membership fees, designated and undesignated contributions, event income, and designated and undesignated bequests.

(a) Annual Dues. Annual membership dues shall be set by the Board of Directors. The board may set various levels of dues based upon criteria of its own choosing. The current dues for the Association will be $125.00 annually, which dues run from January 1 through December 31.

(b) Board of Directors dues: The dues shall be set by the Board.

(c) Life Membership Fees. Life membership fees shall be set by the Board. The board may set various levels of dues based upon criteria of its own choosing.

(d) Contributions. The Association will work in partnership with the Price College Office of External Relations, and may solicit, in conjunction with requests for dues, or at other times, contributions for a specific purpose or for the general support of the Association. Contributions made for a specific purpose shall be so recorded and reported, and used for the purposes described within the solicitation.

(e) Event Income. Unless previously designated for a specific purpose by the Board, income in excess of expense derived from the operation of the events shall be deposited into the Association’s general fund.

(f) Bequests. The Association may solicit, in conjunction with requests for dues, or at other times, bequests for a specific purpose or for the general support of the Association. Bequests and income therefrom not specifically designated for any purpose shall become a part of the permanent endowment fund as either a named scholarship or as part of the general endowment fund, unless an alternative use shall be approved by a 2/3 vote of the Board.

(g) Additional funds for operation of the Association may be made through consultation with the Price College Office of External Relations.

(h) The account for EMBA Alumni Association Funds will be held at the University of Oklahoma Foundation. The account sponsor will be the Executive Director of EMBA Program and overseen by the Vice Chair of the Association’s Board.

ARTICLE 5: AMENDMENTS

These By-Laws may be amended by a two-thirds majority vote of the members.