

CONSTITUTION OF THE CORNELL UNIVERSITY CLASS OF 2001

Article I: General Provisions

Section 1 The name of this organization shall be known as the "Cornell University Class of 2001." This organization may be referred to as the "Class of 2001" or the "Class" for purposes of this and supporting documents.

Section 2 The purpose of the Class shall be to promote the interests and address the concerns of its members, the Class as a whole, and Cornell University; to foster a sense of Class identity and Cornell spirit; to provide a forum for the exchange of information and ideas among and between members of the Class, other alumni classes, and Cornell University; and to sponsor programs and activities that support Class unity and encourage good will towards Cornell University.

Section 3 The Class shall maintain an association with the Cornell Association of Class Officers (CACO), Alumni Affairs and Development, and other Cornell University alumni-sponsored organizations.

Section 4 This Constitution shall take precedence over any by-laws, motions, or resolutions of the Class, notwithstanding any and all rules and regulations governing the actions by units of Cornell University.

Article II: Membership

Section 1 Any person listed on the official records of Cornell University as having entered with, transferred into, graduated as, or affiliated with the Class of 2001 is automatically a member of the Class.

Section 2 A member may affiliate with another class organization upon notification of Cornell University. No member of the Class shall also be a member of any other Cornell class.

Section 3 Alumni Affairs and Development staff, who are assigned to the Class, shall serve ex-officio in a non-voting, advisory capacity.

Article III: Class Assembly

Section 1 The Class Assembly shall exist to represent the interests of all members of the Class for general purposes and other duties appropriate thereto. The duties and responsibilities of the Class Assembly shall consist of, but not limited to, considering and conducting all legislative business, approving amendments to the Constitution, and electing officers.

Section 2 The Class Assembly shall be composed of all members of the Class in attendance and all other members authorized to participate in Class Assembly matters.

Section 3 All members of the Class shall have the right to vote at Class Assembly meetings that they attend.

Section 4 In case of absence, only current dues paying members shall have the right of voting by proxy.

Section 5 The President of the Class Officers must call a meeting of the Class Assembly at least once every five years that shall coincide with the University-sponsored Class reunion in Ithaca, New York or in other such place as Cornell University should designate. The Secretary of the Class Officers shall publish the necessary details regarding the meeting at least fourteen days prior to its commencement.

Section 6 Quorum for a meeting of the Class Assembly shall be twenty members or one-third of the membership, whichever is less.

Article IV: Class Governance

Section 1 Between meetings of the Class Assembly, the Class shall be governed by executive officers consisting of at least the President, Vice-President, Reunion Chair, Secretary, Treasurer, Publicity Chair, Webmaster, Cornell Fund Representative and Correspondent (collectively "Class Officers").

Section 2 The Class Officers shall have a meeting at least once a year and shall be responsible for all policy matters affecting the Class including, but not limited to, setting the agenda for all Class Assembly meetings, planning and overseeing all Class programs and activities, confirming all interim appointments, regulating the work of committees, advising the President, approving disbursements from the Class treasury, amending the Constitution, maintaining all Class associations, and executing all others duties as described herein or devolving from business conducted by the Class.

Section 3 To assist in their programs, the Class Officers may appoint additional Class members or establish additional positions on the basis of interest, need and special abilities.

Section 4 The Class Officers may establish regional organizations to coordinate Class activities with the appropriate regional office of the University.

Section 5 The Class Officers may establish and staff additional committees to assist with Class activities.

Section 6 The Class Officers may establish bylaws for their operations.

Section 7 Quorum for the Class Officers shall be a simple majority of the members.

Article V: Class Officers

Section 1 All officers are responsible for attending meetings, performing duties assigned to them by the Class Assembly, Class Officers or otherwise devolving from their office, notifying the Class Officers of their progress, adopting election procedures, assisting in the transition to a

succeeding officer, performing the enumerated duties provided herein, and advising the Class President of any inability to perform their duties.

Section 2 All positions may be filled by more than one individual, based on the interests and abilities of prospective candidates and needs of the Class,

Section 3 The President shall:

- A) Serve as the Chief Executive Officer of the Class;
- B) Preside over Class Assembly and Class Officer meetings;
- C) Oversee Class activities;
- D) Ensure that Class Officers are performing their respective duties;
- E) Interpret the Constitution and other documents of the Class;
- F) Nominate members to fill vacant Officer positions or committee positions; and
- G) Execute or assign for execution other duties consistent with the work of the Class.

Section 4 The Vice-President shall:

- A) Assume the duties and responsibilities of the President when he or she is unable to do so;
- B) Serve as an ex-officio representative to all standing and ad-hoc committees;
- C) Encourage and work to increase participation in among Class members;
- D) Coordinate regional and other Class organizations and their activities for the purposes of Constituent Relations;
- E) Assist the Reunion Chair with reunion planning.

Section 5 The Cornell Fund Representative shall:

- A) Encourage and work to increase Class member participation and involvement in fundraising activities, both to Cornell generally and to Class fundraising objectives;
- B) Provide leadership and recommend goals for all fundraising campaigns;
- C) Work with Alumni Affairs and Development staff to organize each campaign and develop strategies to meet campaign goals;
- D) Coordinate regional and other Class organizations and their activities for the purposes of Special Campaigns;
- E) Identify potential financial leaders within the Class;
- F) Maintain communication with the Class Officers about Class fundraising efforts.

Section 6 The Reunion Chair shall:

- A) Organize and plan the official Class reunion in conjunction with the University and with the support of the other Class Officers;
- B) Work with the other Class Officers to establish committees for the purpose of reunion planning;
- C) Attend University reunion planning meetings (i.e., Reunion Kickoff Weekend, "sister" class's reunion, CACO Reunion Planning Workshop)

Section 7 The Publicity Chair shall:

- A) Initiate and coordinate all publicity efforts for Homecoming, Reunion or other Class activities;
- B) Keep members of the Class informed of relevant University news;

- C) Work with other Class Officers to create messages for the Webmaster send through an electronic mailing list four times a year;
- D) Work with Alumni Affairs and Development staff to design Class mailings;
- E) Coordinate other publicity efforts with the Webmaster, Secretary, Vice President and Alumni Affairs and Development staff as appropriate.

Section 8 The Webmaster shall:

- A) Develop the content and design for the Class website;
- B) Regularly update the Class website with news, activities, University links, member profiles, photos and announcements;
- C) Include the submissions of Class members, Alumni Affairs and Development, and the Class Officers on the website;
- D) Work with Alumni Affairs and Development staff to maintain an electronic mailing list of Class members and send messages the Publicity Chair develops.

Section 9 The Secretary shall:

- A) Maintain the current roster of Class members and contact information;
- B) Coordinate periodic efforts to find lost classmates;
- C) Write all Class correspondence not specifically assigned to other officers;
- D) Maintain the official Constitution and other governing documents of the Class;
- E) Serve as the liaison between Class membership and the Class Officers;
- F) Record and distribute the minutes of all official meetings and activities;
- G) Record all Class members participation in Class and Cornell activities;
- H) Maintain a collection of all Class historical documents, photographs, news clippings and memorabilia;
- I) Coordinate the photographing and record of Class activities.

Section 10 The Treasurer shall:

- A) Be the principal financial officer and is responsible for the receipt, custody, management, investment and disbursement of all Class funds;
- B) Furnish an annual budget and account of the treasury to the Class Officers for examination;
- C) Supervise the Cornell Alumni Magazine subscription plan and to the solicitation and account for the annual Class dues;
- D) Development membership drive strategies, set membership goals, and account for Class dues;
- E) Work with President and Alumni Affairs and Development staff to determine the amount of annual class dues;
- F) Assist the Reunion Chair with budgeting, financial planning and authorizing payment of Class bills;
- G) Ensure that all officers authorized to make purchases on behalf of the Class comply with Class and University policies and guidelines for making such purchases and maintaining tax-exempt status.

Section 11 The Correspondent shall:

- A) Prepare and submit bimonthly columns to the Cornell Alumni Magazine, and abide by the deadlines set forth by the Magazine; follow
- B) Solicit personal updates from Class members.

Section 12 If a member should vacate a divided office, the title, duties, and responsibilities of that office will revert to the remaining officer.

Section 13 No member may serve in more than two officer positions at the same time.

Article VI: Election, Appointment, and Removal

Section 1 Starting at the first University-sponsored reunion of the Class, all officers shall be elected at the designated quinquennial Class Assembly meeting for a term of five consecutive years. At least one hundred and twenty days prior to that meeting, the President and Vice-President shall appoint a Nominating Committee of at least three members to bring before the Assembly a roster of nominees for each elected position to be filled. All current dues paying members shall be eligible to hold, be nominated or vote for Class Officer or committee positions. No write-in candidates will be counted. Officers shall be elected by a majority vote of those Class members present and voting by proxy.

Section 2 Upon a 3/4 majority vote of the Class Officers, a member may be removed from an officer position for cause. The offending member must be given sufficient notice to present a defense to the removal. A removed member may not be permitted to hold an officer or committee position until an intervening quinquennial election has taken place.

Section 3 Should a position other than President become vacant - by creation, removal or resignation - the Class Officers may appoint an Acting Officer by a 2/3 majority vote to fulfill the remainder of the term.

Section 4 Should the Office of President become vacant - by creation, removal or resignation - the Vice President shall become the President, assuming all of the duties and responsibilities of the office.

Section 5 The President and Treasurer shall not serve more than two consecutive terms or partial terms in the same position.

Section 6 All officers, except the President and Treasurer, shall not serve more than three consecutive terms or partial terms in the same position.

Section 7 Upon a 2/3 majority vote of the Nominating Committee and the Class Officers, Sections 5 and 6 of this Article may be suspended.

Section 8 Officers shall assume their positions on July 1st of the year of their election.

Article VII: Treasury

Section 1 The Class shall maintain a Treasury under the guidelines of Cornell University.

Section 2 The Class shall solicit dues at least annually in an amount under the direction of the Class Officers.

Section 3 Expenses from the Treasury shall be paid after consultation with the Treasurer or President and in accordance with University procedures.

Section 4 Upon dissolution of the Class, assets shall be placed in the Class of 2001 Memorial Scholarship Fund for purposes of educational financial aid for students of Cornell University.

Article VIII: Amendment

Section 1 This Constitution may be amended by at any Class Assembly meeting by a 2/3 majority vote of the members present and voting, or by acceptance of a 2/3 majority of the Class Officers at any regular meeting not within 30 days of meeting of the Class Assembly.

Section 2 The Secretary, with concurrence of the President, shall make any technical or editorial changes needed for the governing documents of the Class to be factually correct, provided that the intent of the altered clause is not changed and the action is reported immediately to the Class Officers.

Article IX: Enactment

This Constitution was approved by all Class Officers of the Class of 2001 on January 31, 2004 and is enacted as of this date.

Signed,

Michael J. Hanson
Secretary
Class of 2001