

**CONSTITUTION  
OF  
BRIDGEWATER COLLEGE ALUMNI ASSOCIATION, INC.**

*(Revisions adopted February 7, 2004, effective July 1, 2004; Scholarship revisions adopted January 13, 2007, effective immediately, Scholarship and election revisions adopted April 16, 2011, effective immediately; Trustee Liaison adopted January 21, 2012, effective immediately; Meeting revisions adopted April 21, 2012, effective immediately)*

**ARTICLE I**

**Organization**

- Section 1. Name. This organization shall be called Bridgewater College Alumni Association, Inc.
- Section 2. Purposes. The Association shall be an incorporated charitable and educational organization whose purposes shall be to promote the interest and welfare of Bridgewater College and to foster beneficial relations between the college and its alumni.

The Association shall endeavor to accomplish the following:

1. Assist the college staff in fostering communications and knowledge about Bridgewater College to its alumni;
2. Provide services and activities for alumni that will provide nostalgia and create pride;
3. Assist the staff in identifying and cultivating persons who can provide financial support to Bridgewater College.
4. Identify and recognize successful alumni who have helped to reinforce the value of a degree from Bridgewater College;
5. Assist the staff in identifying and recruiting prospective students for Bridgewater College.

**ARTICLE II**

**Membership**

- Section 1. Former Students. Membership in the Alumni Association requires successful completion of at least twenty-five (25) credit hours of study at Bridgewater College. *(adopted by BCAA Board of Directors Oct. 13, 2001)*
- Section 2. Honorary Members. All members of the faculty, administration, board of trustees and all persons who have received honorary degrees from the College shall be honorary members of the Association. Honorary members are entitled to all rights and privileges of the organization.
- Section 3. Alumni of Blue Ridge and Daleville Colleges and Hebron Seminary. All former students of Blue Ridge College, Daleville College, and Hebron Seminary shall be members of the Association.
- Section 4. Associate Members. Associate membership may be extended to parents, students and friends of Bridgewater College upon such terms and conditions and subject to such rules and regulations as the board of directors may determine. Unless otherwise specifically limited by the board, associate members shall have all rights and privileges of membership except they shall not be eligible to vote in the election of board members.

Section 5. Meetings. Membership meetings may be called by the executive committee.

Section 6. Quorum. No quorum shall be required for membership meetings.

### **ARTICLE III**

#### **Board of Directors**

Section 1. Membership. The board of directors shall be composed of the president, president-elect, secretary, trustee liaison, and immediate past president of the Alumni Association, 15 members selected at-large, two appointees of the president of the Alumni Association, the Ripples Society president, and the permanent class presidents of the three most recent graduating classes. Ex-officio members shall include the president of the college, two alumni members of the Bridgewater College Board of Trustees as appointed by the Board of Trustees, the chair of the Bridgewater Fund Steering Committee, the executive director, and the president of the senior class of the college. The Past Presidents Council, which includes all past presidents of the Alumni Association, shall be non-voting ex-officio members of the board.

Section 2. Term. Members-at-large will serve a three-year term which will commence on July 1 following their election. A member-at-large may not serve for more than two consecutive terms but may be eligible for reelection after a period of one year passes. Individuals may serve the board in another capacity during the interim year. Presidential appointees will serve during the year of the president making the appointment.

Section 3. Election. Members-at-large will be selected annually from a slate of nominees to fill the vacancies. The slate will be prepared by the nominating committee and presented to the Alumni Board for approval. Nominees will be solicited from the entire alumni body through the BC Alumni Website, Bridgewater Magazine, and Eagles Eye e- newsletter.

Elections of members-at-large shall be staggered so that the term of one-third of them shall expire each year. Presidential appointees will be selected by the president-elect to serve during the president-elect's term as president.

Section 4. Duties of Board. The affairs of the association shall be governed by the board of directors. The board shall be responsible for supervision of general alumni activities, shall assist chapters in the promotion of local programs and the general public relations of the association, chapter and college. In addition, each member of the board shall act as a liaison between the local chapter or chapters in his or her residential area and the executive director of the association.

Section 5. Vacancy. Any vacancy or vacancies of members-at-large of the board shall be filled by the executive committee, with such elected director or directors to serve the remaining term of the vacant position.

Section 6. Meetings. The board of directors shall have a regular fall meeting, a regular winter meeting and a regular spring meeting, unless otherwise changed by the board, and shall have such special meetings as the president of the association, the executive director or any three board members shall request.

Section 7. Quorum. One more than 50 percent of the voting members of the board shall constitute a quorum.

**ARTICLE IV****Officers**

- Section 1. Officers. The officers of the association shall be the president, president-elect, secretary, trustee liaison, and immediate past-president.<sup>1</sup>
- Section 2. Election. The nominating committee will prepare a slate from board membership for election of officers to be conducted at the winter meeting. Nominations for trustee liaison will be made from current and past board membership, including all past presidents. Nominations may then be made from the floor by any director. The consent of each nominee shall be obtained before the nomination is accepted. A majority vote of those present and voting shall be required for election.
- Section 3. Term. The term of each elected officer shall be one year, with the exception of the trustee liaison, which will be a term of three years. Terms for all officers will begin on July 1. Vacancies may be filled by the board with recommendations from the Executive Committee
- Section 4. President. The president of the association shall preside at the meetings of the association and shall serve as chairman of the board of directors and of the executive committee. The president shall have the responsibility to call for special meetings as he or she shall determine or upon request by the executive director or upon request of any three directors. The president will be an ex-officio member of all committees of the Association. The president shall appoint a parliamentarian from among the elected members of the board. The conduct of business shall be guided by the latest version of Roberts Rules of Order.
- Section 5. President-Elect. The president-elect shall, in the absence of the president, preside over all meetings, act in behalf of the president at the president's request and shall automatically succeed to the presidency at the end of the president's term.
- Section 6. Trustee Liaison. The trustee liaison shall serve as an ex-officio member of the Board of Trustees, providing representation for the alumni board of directors, and serve as a facilitator between the two entities. The trustee liaison will relay trustee subject matter and convey feedback to the president, executive committee, and alumni board as appropriate. *(adopted by BCAA Board of Directors Jan 21, 2012)*
- Section 7. Secretary. The secretary shall be responsible for recording and retaining minutes of the association, the board of directors and the executive committee and shall cooperate with the executive director in giving notices of all meetings.
- Section 8. Immediate Past President. The immediate past president shall serve as advisor to the president. He or she shall serve as a member of the executive committee and board. In the event the president and president-elect are unable to serve, the immediate past president shall complete the term of office for the president.<sup>2</sup>
- Section 9. Executive Director. The Bridgewater College staff member from the Office of Alumni Relations responsible for coordinating alumni services shall serve as executive director and promotional officer of the association in furthering the interest of local chapters and the general welfare of the association. The executive director should attend all meetings of the association, the board and the executive committee. The executive director shall issue calls for meetings of the association board and executive committee and perform any other appropriate duties assigned by the board, executive committee or the president of the association and shall be an ex-officio member of every committee of the association. The executive director shall be chosen and employed by the college.
- Section 10. Executive Committee. The executive committee shall be responsible for the execution of matters referred to the committee by the board and shall report all action to the board at its next meeting. It shall also have power to make recommendations to the board and to act for the board on all matters which arise between board meetings. The executive committee shall consist of the officers of the Alumni Association.

Ex-officio members shall include the president of the college and the executive director of the Alumni Association.

- Section 11. Meetings of the Executive Committee. The executive committee shall meet prior to each meeting of the board of directors and at other times at the request of the association president or the executive director.

## ARTICLE V

### **Chapters**

- Section 1. Organization. Any group of members may organize themselves into a chapter member of the association upon approval by the board of an application signed by at least five members who agree that they will be bound by this constitution and other directions of the association and its board. New chapters may also be formed by merger of existing chapters upon prior approval by the board.
- Section 2. Active Chapters. To be termed active, a chapter shall hold at least one meeting or activity annually and shall notify the executive director in writing of its officers and its plan for the year. The local chapter may have a plan of organization or bylaws so long as not inconsistent with the constitution of this association.
- Section 3. Inactive Chapters. If a chapter does not fulfill those requirements to be designated active during a complete fiscal year, the executive director shall have the authority to appoint a convener for that chapter.

## ARTICLE VI

### **Committees**

- Section 1. Nominating Committee. The nominating committee shall be the executive committee plus three elected members of the board selected by the executive committee. The president-elect shall serve as chairman.
- Section 2. Student Awards Committee. The director of financial aid; the director of alumni relations; an alumni member of the college faculty, administration or staff; a representative from the staff of the student development office; a staff member from the council on athletics; a student member of the council on religious activities; and a representative of Eagle Productions shall constitute the student awards committee.  
\*(Appendix 1)
- Section 3. Alumni Awards Committee. The executive committee of the Bridgewater College Alumni Association shall function as the Alumni Awards Committee, recommending to the full board of directors at the fall board meeting a nominee for the Distinguished Alumni Award, one or more nominees for the Young Alumni Award, and one nominee for the West-Whitelow Award for Humanitarian Service, using criteria as set forward in Article VII and Appendix 2 of this constitution. Such awards will be presented the following calendar year at a time and venue mutually agreed upon by the alumni board and the College.
- Section 4. Ad Hoc Committee. The president may, and at the direction of the board or executive committee shall, appoint such ad hoc committees as shall be needed.

## ARTICLE VII

### **Awards**

- Section 1. Distinguished Alumni Award. The Alumni Association Board of Directors shall choose an alumnus/a of the College to receive the Distinguished Alumni Award each year. The award shall be given to the alumnus/a,

living or deceased, who best represents the high ideals of the College and its alumni and pursuant to such criteria as the Alumni Association Board shall establish. The provisions of Appendix 2 of this Constitution are incorporated by reference herein.

- Section 2. West-Whitelow Award for Humanitarian Service. The Alumni Association Board of Directors shall choose an alumnus/a of the college to receive the West-Whitelow Award for Humanitarian Service each year. The award shall be given to the alumnus/a, living or deceased, who best represents the high ideals of the college and alumni, pursuant to such criteria as the alumni board shall establish. The provisions of Appendix 2 of this Constitution are incorporated by reference herein.
- Section 3. Phillip C. Stone Award for Exemplary Service to the College. The Alumni Association Board of Directors may choose an alumnus/a to receive the Phillip C. Stone Award for Exemplary Service to the College. The award shall be given to an alumnus/a, living or deceased, who represents the high ideals of the College and who, through time and talent, has made exemplary contributions to the College, pursuant to such criteria as the alumni board shall establish. The provisions of Appendix 2 of this constitution are incorporated by reference herein.
- Section 4. Young Alumnus Award. The Alumni Association Board of Directors may designate one or more recipients of the Young Alumnus Award to be given to an outstanding alumnus/a 39 years of age or under who meets the criteria established by the Board. The provisions of Appendix 2 of this Constitution are incorporated by reference herein.
- Section 5. Citation of Appreciation. A certificate may be awarded to any friend of the College by an affirmative vote of the Board of Directors at a regular or called meeting. The provisions of Appendix 2 of this Constitution are incorporated by reference herein.
- Section 6. Ripples Society Medal. Subject to the principles and procedures contained in Appendix 2 of this Constitution, which are incorporated by reference herein, the Alumni Association Board of Directors may designate one or more recipients of the Ripples Society Medal.
- Section 7. Student Recognition.
- A. Alumni Scholarships. The Student Awards Committee shall choose a member of the rising senior class and a member of the rising junior class to receive a scholarship to recognize academic excellence, character, and financial need. In addition, beginning with the 2007-08 academic year, students who are the children of a Bridgewater College graduate will be eligible for Alumni Legacy Scholarships. The scholarships shall be in such amount as the board shall determine. The provisions of Appendix 1 of this Constitution are incorporated by reference herein.
  - B. Citizenship Award. A certificate shall be awarded annually to a graduating senior in recognition of good citizenship and contributions to the campus community. The provisions of Appendix 1 of this Constitution are incorporated by reference herein.
- Section 8. Honorary Alumni. The Alumni Association Board of Directors may designate a friend of Bridgewater College as an honorary alumnus/a. The provisions of Appendix 2 Number V of this Constitution are incorporated by reference herein.

**ARTICLE VIII****Amendments**

Section 1. This constitution may be amended by the board at any regular or special meeting by a vote of two-thirds of those board members present, provided that number shall not be less than one-half of the board membership, and provided that notice of such proposed change is given in advance of the meeting. All constitutional amendments approved by the board must be disclosed to the membership of the association within a reasonable time.

**APPENDIX I****ALUMNI SCHOLARSHIPS AND CITIZENSHIP CERTIFICATE****Alumni Scholarships**

The Bridgewater College Alumni Association annually presents two categories of scholarships to students of the College. The Alumni Association Scholarships are available to all students and include a criterion for financial need. The Alumni Legacy Scholarships are available to students who have at least one parent who is a graduate of Bridgewater College. The Financial Aid Office and the Alumni Relations Office will recommend to the Awards Committee the number of awards to be given out each year based on the funds available.

**A. Alumni Association Scholarships**

These scholarships are presented to a rising junior and rising senior and are based on high academic achievement, good citizenship, financial need and general merit. The Senior Scholarship, presently valued at \$2,500, was initiated in 1952 and first awarded in 1953 at a value of \$100. The Junior Scholarship is presently valued at \$2000. It was initiated in 1967 and first awarded in 1968 at a value of \$200. These amounts may change at the direction of the board. The most recent change was for the 2011- 2012 academic year.

The purposes of the Alumni Association Scholarships are as follows:

1. To provide aid to two worthy students in the upper classes.
2. To provide stimuli to superior academic achievement and character.
3. To foster an interest on the part of the upper classes in the Alumni Association and its programs.

**B. Alumni Legacy Scholarships**

The Alumni Legacy Scholarships, instituted in 2007 and first awarded for the 2007-08 academic year, will provide scholarships in the amount of \$2000 with the intent of awarding them to a minimum of two rising juniors and a minimum of two rising seniors whose parent or parents graduated from Bridgewater College. To qualify, the student must have at least a 3.0 grade point average, exhibit good citizenship and be in good standing with the College. For the first year, only the junior award will be made. In succeeding years, a junior recipient will be selected and the previous year's recipient will have the scholarship renewed for the senior year if the eligibility standards continue to be met. In the event the recipient does not meet the qualifications for renewal of the grant in the senior year, another qualified senior may be selected to receive the scholarship. The most recent change was for the 2011-2012 academic year.

The purposes of the Alumni Legacy Scholarships are as follows:

1. To recognize and reward the loyalty of Bridgewater College alumni who encourage their children to attend Bridgewater.
2. To engender in current students a sense of connection to previous generations of Bridgewater students.

3. To foster an interest on the part of the upper classes in the Alumni Association and its programs.

Although there is no restriction against a student receiving both an Alumni Association Scholarship as described in Section A above and an Alumni Legacy Scholarship as described in Section B above, the Alumni Association Board of Directors recommends that, unless there is compelling need demonstrated by a student eligible for the Alumni Legacy Scholarship, the four scholarships should be awarded to four different students.

### **The Citizenship Award**

#### Criteria

1. Good citizenship
2. Contributions to class, other extra-curricular activities, and the college community.
3. Grade point average should not be a determining factor.

The alumni committee had in mind to present an award to a senior who will not be receiving much recognition for his work in school activities. However, we would not want to rule out the possibility of presenting the award to a person who had been recognized through class offices, etc., if that person is the most qualified. The award itself is a certificate suitable for framing.

#### The Awards Committee

1. The director of financial aid
2. The director of alumni relations
3. A representative from the staff of the student life office.
4. An alumni member of the college faculty, administration, or staff.
5. A staff member from the council on athletics.
6. A student member of the council on religious activities.
7. A student representative of Eagle Production

The names and qualifying credentials of each person nominated by the Alumni Student Awards committee will be forwarded to the Executive Committee of the Alumni Association Board of Directors.

## **Appendix 2**

### **ALUMNI ASSOCIATION AWARDS**

#### **I. Distinguished Alumni Award**

In 1944 the Executive Committee of the Bridgewater College Alumni Association approved a plan whereby the association each year would recognize some outstanding alumnus/a by appropriate ceremony and award. At the meeting of the board of directors of the association, November 18, 1944, approval was given to the report of the committee on alumni awards as to the standards and principles to be used in making this annual award.

- A. Principles. The following principles were adopted in 1944 and modified by vote of the Board of Directors in October 2001.
  1. The main principle to keep in mind as fundamental in presentation of the annual award is vocational and/or professional achievements.
  2. In considering vocational and/or professional achievements, attention should

be given to recognition given with the vocation or profession in terms of advancement, unusual accomplishments and the spirit of service.

3. Attention should be given from year to year to rotation among the various vocations and/or professions.

B. In October, 1951, the board of directors adopted the report of a committee to study the alumni awards which recommended certain revisions.

1. The executive committee will make but one nomination to the directors. This nomination will be subject to a ballot by the directors. Should the nominee be rejected, the award will not be made in that year.
2. Daleville College and Blue Ridge College alumni will be eligible for the award on the same basis as Bridgewater College alumni.
3. An alumnus/a need not be a degree graduate to be eligible for the award. However, an Alumnus/a holding a bachelor's degree from another institution is not eligible for the award unless he also holds a bachelor's degree from Bridgewater College.
4. Since the establishment of the award in 1944, the president and executive director of the alumni association and the president of the college serve as the original screening committee on nominations that have been submitted. The Executive Committee takes the report of this three-person committee and makes a single nomination for the directors to vote upon. The executive committee has the power to consider an alumnus/a not proposed by the three-person committee. This nomination is then subject to a ballot by the directors.

II. **West-Whitelow Award for Humanitarian Service** (established 2002 – first awarded 2003 – [in honor of Naomi Miller West, Class of 1929, and Carlyle Whitelow, Class of 1959, whose extraordinary records of humanitarian service will continue to set the example for future generations of Bridgewater College alumni.] )

A. Public Service

1. The nominee performs significant public service, typically outside the realm of his/her chosen vocation, with little or no tangible remuneration.
2. The nominee's public service may constitute acts which enhance community well-being, and/or a commitment to promote the betterment of humanity.

B. Leadership

1. The nominee demonstrates leadership through action and example.

C. Volunteerism

1. The nominee demonstrates tireless efforts of giving in time and talent to his/her community, be it local or world-wide.

III. **Phillip C. Stone Award for Exemplary Service to the College** (established 2010 and first awarded in 2010, named in honor of Phillip C. Stone.)

A. Principles

1. The fundamental principle in selecting a recipient of this award is the nominee's effort to further the ideals and mission of the College through his or her exemplary service to the College.
2. Consideration should be given to the length of service, the number of alumni affected, and the extent to which the service has impacted the College.

- B. The procedures for awarding the Phillip C. Stone Award for Exemplary Service to the College will be the same as those followed in the Distinguished Alumni Award (set forth in Paragraph I(B) of Appendix 2 above.)

#### IV. Young Alumnus Award

The principles and procedures will be the same as those followed in the Distinguished Alumni Award except that the candidate(s) should be age 39 or under, and except further that with respect to vocational and/or professional achievements, the potential for future achievements of the candidate may be considered.

#### V. Citations of Appreciation

All nominations for “certificate(s) of appreciation” may be reviewed by the Executive Committee prior to Alumni Board action. The Executive Committee will review each nomination and will bring a recommendation to the Board for action. This certificate may be awarded to any friend(s) of the College.

#### VI. Ripples Society Medal

At the meeting of the Board of Directors of the Alumni Association on September 28, 1990, approval was given to the report of the Executive Committee of the Ripples Society as to the principles and procedures to be used in selecting a recipient of a Ripples Society Medal.

- A. The principles guiding the selection process are
1. loyal devotion to Bridgewater College
  2. vocational and/or professional achievement
  3. humanitarian activities

It is intended that this award be presented to persons who have not received the Distinguished Alumni Award.

- B. One or more alumni of Bridgewater College, Blue Ridge College, Daleville College and Hebron Seminary of 50 or more years ago may be awarded the Ripples Society Medal each year.

Nominations shall be submitted to the Office of Alumni Relations. The Ripples Society Executive Committee will select the person(s) for recommendation to the President of the College. After approval by the President of the College the Alumni Association Board of Directors will confirm the acceptance of the person(s) to receive the Ripples Society Medal. All awards will be made at the Ripples Society spring banquet.

- C. The presentation of the award should be made with a short statement of the honoree's devotion to Bridgewater College, vocational and/or professional achievements and current humanitarian activity. An appropriate medal will be designed for the presentation.

#### VII. Honorary Alumni

The honorary alumnus/a designation is used to recognize special friends of Bridgewater College and the Alumni Association. An honorary alumnus/a is nominated by the College President, and referred to the Alumni Association Board of Directors' Executive Committee for review and recommendation to the Board of Directors for action.

An appropriate certificate signed by the College President and the Alumni Association President will be prepared

for presentation at an appropriate ceremony. The Board recognizes that circumstances (for example, illness, age, travel arrangements, etc.) may suggest presentation prior to Board action. In such cases, the College President, the Alumni Association President and the Alumni Association Executive Director may proceed and report to the Board such actions.

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<sup>1</sup> May 7, 1988, Board of Directors' Meeting

<sup>2</sup> ibid

Updated February 13, 2003; draft of revisions prepared Sept. 17, 2003; 2<sup>nd</sup> revision – 9/18/03; 3<sup>rd</sup> revision – 9/24/03; 4<sup>th</sup> revision – 1/8/04; 5<sup>th</sup> revision – 1/19/04

Adopted by the Bridgewater College Alumni Association Board of Directors on February 7, 2004 (effective 7/1/04)

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Adopted by the Bridgewater College Alumni Association Board of Directors on October 13, 2007 (gender changes)

Adopted by the Bridgewater College Alumni Association Board of Directors on January 16, 2010 (Stone Award)

Adopted by the Bridgewater College Alumni Association Board of Directors on April 16, 2011 (Slate and scholarship revisions, effective immediately)

Adopted by the Bridgewater College Alumni Association Board of Directors on January 21, 2012 (Trustee Liaison)

Adopted by the Bridgewater College Alumni Association Board of Directors on April 21, 2012(Annual Meeting)