

NEW MEXICO STATE UNIVERSITY PRESIDENT'S ASSOCIATES

Board of Directors

POLICIES AND PROCEDURES

ARTICLE I
NAME

The name of this organization shall be New Mexico State University President's Associates Board of Directors.

ARTICLE II
MEMBERSHIP

Membership in this organization shall consist of all who have been extended and accepted an invitation to become members of President's Associates Board and have agreed to make an annual contribution to the President's Associates Scholarship as determined by the board and duly recorded in the minutes of a meeting each year.

ARTICLE III
PURPOSE OF ORGANIZATION

The purpose of the New Mexico State University President's Associates Board is to assist New Mexico State University Foundation, Inc. in soliciting funds to support the President's Associates Scholarships, the selection of the scholarship recipients, and interacting with the scholars and parents at events and programs.

ARTICLE IV
RELATIONSHIP TO NEW MEXICO STATE UNIVERSITY FOUNDATION, INC.

This organization is an affiliate organization of New Mexico State University Foundation, Inc. and as such shall have no corporate or tax exempt status separate and apart from its relationship with New Mexico State University Foundation, Inc. All funds solicited in the name of President's Associates will be remitted directly to New Mexico State University Foundation, Inc. who will have complete authority with regard to the use of such funds subject to restrictions made by donors of such funds. All fundraising activities must have the prior approval of the Office of University Advancement of New Mexico State University.

ARTICLE V
ORGANIZATION YEAR

The organization year will begin July first of each year and end June thirtieth of each year or such other time period as may be adopted as the fiscal year of New Mexico State University Foundation, Inc.

ARTICLE VI
BOARD MEMBERS

Section A. Number

There shall be no fewer than ten and no more than eighteen members of the board.

Section B. Terms of Board Members

Members shall be elected to terms of three years expiring on the last day of the fiscal year. Members may be elected to two consecutive three-year terms. A person may be re-elected to the board when one year has lapsed following the expiration of his/her second term as board member, unless he/she is to commence serving as President in the upcoming fiscal year.

Section C. Election

Members shall be elected to specific terms by a majority vote of the board at any properly called meeting of the board. Members shall be nominated, reviewed by Advancement staff and the President's Associates Board President will meet with the board candidate to discuss expectations prior to presenting to board for consideration.

Section D. Meetings of the Board

Meetings of the Board shall be held at least four times each fiscal year at such time and place as shall be determined by a majority vote of the board or upon call by the President of this organization.

Notice of all meetings of the board stating the date, time and place of the meeting shall be given to each member of the board in any manner that will provide notification of the meeting to the members in a timely manner in advance of the meeting.

One-third of the members constituting the board shall constitute a quorum for the transaction of business. A majority vote of the members in attendance at a properly called meeting when a quorum is present shall determine the decision of the board. Voting by proxy shall not be allowed. Voting by phone or by email will be allowed.

Section E. Vacancies in the Board

Any vacancy that may occur in the Board shall be filled at the next meeting of the board by election of an eligible person to serve the unexpired portion of the term of the vacant position.

Section F. Duties of the Board Members

The board shall have the duty and responsibility of establishing and conducting such programs to carry out the purposes of this organization. It shall elect the officers of the organization and shall confirm the appointment of members deemed necessary to carry out the purposes of the organization.

Board duties shall be undertaken in the following functional areas:

- Board Fundraising Initiatives
- Selection of Student Scholarship Recipients
- Student and Parent Engagement

Membership on the Board carries the obligation of a minimum donation of \$5,000 over 3 years (\$1,500 a year for the first 2 years and \$2,000 in year 3) to the New Mexico State University Foundation for the purpose of President's Associates.

ARTICLE VII OFFICERS

The officers of this organization shall be a President and President Elect and such other officers as may be desired by the board from time to time. All officers shall be elected from among the board of this organization. Terms of office shall be for two years coinciding with the fiscal year of this organization. The President Elect will advance to the office of President. Should any vacancy occur in any office, the board will elect a successor to fill the unexpired portion of such vacancy, and in that event, the person so elected shall be eligible to be elected to an additional term for the same office.

The President shall preside over all meetings of the Board and will have all of the duties and responsibilities generally accorded a Chairman or President of an organization. The President Elect shall preside over meetings in the absence of the President, and in the event of absence of both the President and the President Elect, the President will appoint another board member to so preside. Officers shall have additional duties as may be assigned by the board.

The President will serve an ex-officio member of the New Mexico State University Foundation Board of Directors for the duration of their term. Ex-officio members are not entitled to vote. Ex-officio members will also include one Dean representative from New Mexico State University and one faculty member from the Las Cruces campus of New Mexico State University.

ARTICLE VIII NO COMPENSATION

All board members of this organization shall serve without compensation except for the reimbursement of expenses incurred in the business of the organization, which reimbursement shall be made by New Mexico State University Foundation, Inc.

ARTICLE IX AMENDMENTS

These Policies and Procedures may be amended at any meeting of the board of the organization, in which a quorum exists, by a majority vote of the members present, provided that the notice of the meeting shall contain a statement that a revision of the by-laws will be voted upon and a statement of the nature of the proposed amendment. No amendment so adopted by the board shall be effective until approved by the Board of Directors of the New

Mexico State University Foundation, Inc.

ARTICLE X
ENACTING CLAUSE

All previously adopted Policies and Procedures of this organization, including any amendments thereto, and any operating policies contrary to the provisions of these Policies and Procedures are hereby repealed and rescinded, and these Policies and Procedures shall constitute a complete statement of the Policies and Procedures of this organization. The effective date of these Policies and Procedures shall be the date approval is granted by the Board of Directors of the New Mexico State University Foundation, Inc.

CERTIFICATION

It is certified that the foregoing is a complete and accurate transcript of the Policies and Procedures of New Mexico State University President's Associates Board of Las Cruces as stated herein and adopted by a majority vote of the Board of New Mexico State University President's Associates of Las Cruces at a meeting held on Next Meeting Date, a quorum being present, and subsequently approved by the Board of Directors of New Mexico State University Foundation, Inc. at a meeting held Thursday, September 29, 2016.

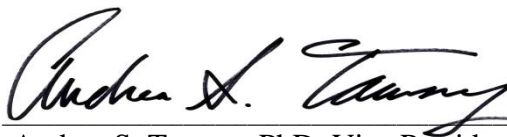
By:



Diana Seward, President
New Mexico State University President's
Associates Board of Directors



Nick Franklin, President
New Mexico State University Foundation, Inc.



Andrea S. Tawney PhD, Vice President for
University Advancement and
President, New Mexico State University Foundation, Inc.