



LAKE SUPERIOR STATE UNIVERSITY
STUDENT ALUMNI INVOLVED FOR LAKE STATE
By-laws and operational guidelines

ARTICLE I
NAME

SECTION 1. This organization shall be known as "Students **and** Alumni Involved for Lake State" hereafter known as SAILS.

SECTION 2. SAILS, as an organization, is a formal, recognized chapter of the Lake Superior State University Alumni Association.

ARTICLE II
PURPOSE

SAILS exists to

- Enhance the image of Lake Superior State University as a motivated academic institution;
- Assist Lake Superior State University with pre-college counseling on and off campus;
- Represent the University positively to the various University publics;
- Assist in working toward University improvement, as a link between students, administration and alumni.

ARTICLE III
MEMBERSHIP

Any Lake Superior State University student may become a member of SAILS. Members are expected to attend all general and committee meetings, actively participate in all projects sponsored by SAILS, be involved with SAILS social events, conferences and conventions in order to encourage active membership and leadership development.

Membership in SAILS is for the tenure of the student's continuous enrollment at Lake Superior State University. A member shall be considered as active unless membership is revoked or withdrawn.

SAILS members in good standing who have graduated are granted honorary-member status. Alumni SAILS are ex-officio members of the organization.

Each member is **expected to attend any SAILS activity commitment. An excused absence is subject to be reviewed by the Membership Chair and the executive committee for possible disciplinary action. Each member is allowed** one unexcused and **three** excused absences per **semester for a** general or committee meeting. **Excused Absences must** be submitted to the appropriate designated SAILS member or advisor prior to the scheduled meeting. The **membership chair** shall determine if the absence is valid.

Membership and/or privileges may be revoked on recommendation of the executive committee and a three-fourths majority vote of the membership. The vote is subject to approval by the advisor(s). **General membership may petition to the executive committee to reinstate membership status.**

A leave of absence is encouraged during student teaching or an internship.

ARTICLE IV GOVERNANCE

The leadership structure will be determined based upon a model of organizational management that best suits the needs of the organization.

An executive committee as appointed by the general membership will conduct business as needed for the good of the organization and in conjunction with the Alumni Relations Office.

The Student Representative to the Lake Superior State University Alumni Association Board of Directors; and LSSU Presidents Council will be elected or appointed by a majority of the membership. The representatives must be an active member as defined in this document.

The Executive Director of the LSSU Alumni Association or a designate will serve as the advisor for SAILS.

An Admissions Advisor of the Admissions Department or a designate may serve as a co-advisor for SAILS.

ARTICLE V FINANCES

SAILS shall be a non-profit organization.

Organization funds shall be used only for organizational purposes and with the approval of the advisor according to University policy and procedures. The advisor or designee shall handle all monies and payments.

The organization shall allot such funds as deemed necessary for organization function. The advisor must approve unforeseen personal expenditures on behalf of the organization.

Upon dissolution of the organization, all unexpended funds after payment of debts shall be donated to the Lake Superior State University Alumni Association.

ARTICLE VI MEETINGS

Meetings will be held on dates and times to be determined by a majority vote of the membership.

A quorum is defined as those active members in attendance.

ARTICLE VII

These operational guidelines may be revised and amended at any time with a simple majority approval of the members in attendance at a regularly scheduled meeting; **after** any **proposed** revisions or amendments are **brought to the executive committee for assistance in preparing the revision, then brought to the membership at a regularly scheduled meeting.**