

Puritan Reformed Theological Seminary

Constitution of the PRTS Alumni Association

Article 1 – Definition

The Puritan Reformed Theological Seminary Alumni began in 1999, four years after the seminary opened. The first alumni received Master of Divinity degrees in 1998. Later M.A.R. and Th.M. degrees were awarded in 2001 and 2008. The Alumni Committee was completely volunteer-led until 2019, when the PRTS executive decided to appoint its President of the committee as its first part-time staff member of its staff. In 2020 the Alumni Committee added to its number becoming the Alumni Advisory Board that works closely with the Director of Alumni. From the early tradition of volunteer participation by alumni, the Alumni Advisory Board today engages volunteers in service to the seminary and alumni through many avenues of programming and service. The Alumni Advisory Board of 10 members serve in an advisory capacity to the seminary's alumni relations programs. The committee provides valuable advice and support to an Alumni Relations staff and many program areas that serve and engage alumni.

Article 2 – Mission

The Puritan Reformed Theological Seminary Alumni Association purpose is to promote Puritan Reformed Theological Seminary's mission to prepare students to serve Christ and His church through biblical, experiential, and practical ministry and its growing worldwide alumni community.

Article 3 – Vision

Puritan Reformed Theological Seminary Alumni Association aspires to be a servant to our alumni committed to assisting them with their pursuit of sacred ministry and receiving input from Alumni as to how PRTS can best serve them and prospective students based on their experience.

Article 4 - Purpose

1. The Puritan Reformed Theological Seminary (PRTS) Alumni Association exists for the purpose of promoting the interests of the seminary and its efforts by maintaining its visibility among the alumni, their churches and denominations.
2. The Alumni Association is also designed so that the alumni would continue to interact with one another, with the present student body, and be able to utilize various seminary connections for further personal growth in godliness and usefulness in service where the Lord has placed them.
3. The Alumni Association will seek to encourage, edify, and show support to one another and to encourage its members to pray for the seminary, to recruit students, and to help raise support for the seminary.
4. The Alumni Association provides and supports alumni programs and services, facilitates communication with and among alumni seeking to strengthen alumni bonds of fellowship, professional association, and seminary affiliations.
5. The Alumni Association capitalizes the resources, talents, and initiatives of alumni and friends to advise, guide, advocate for and support the Association and the seminary in achieving their respective missions and goals.
6. The Alumni Association provides an alumni network and encourages alumni engagement in the life of the seminary. It coordinates activities for advancing the seminary's academic, administrative, research and outreach programs. Lastly, it encourages alumni to stay connected and serve as advocates for the seminary.

Article 5 – Governing Principles

1. The association is bound to act and function according to the Word of God as revealed in the Old and New

Testaments and as summarized and expanded upon by the Three Forms of Unity and the Westminster Standards. The association is subject to the authority of the Board of Trustees.

2. The PRTS Alumni Association will represent the seminary in a godly manner and interact with the Dean of students as the liaison between the alumni on the one hand and the Board and faculty on the other.

Article 6 – Membership

1. All students who have earned a degree from PRTS are automatically members of the Alumni Association (exceptions may be granted by the executive committee).
2. Communications are through our Facebook Group PRTS Alumni Association. Alumni will have access to an alumni page <https://prts.edu/about/alumni/>.
3. Membership is automatic, there are no membership dues and membership can be revoked by the Board or Faculty when it has become known that in doctrine or life a member is not in accordance with God's word.

Article 7 – Alumni Advisory Board

1. The leadership and governance of the PRTS Alumni Association shall take place by means of an Alumni Advisory Board. Only degree holding graduates are to serve on this Alumni Advisory Board.
2. The Alumni Advisory Board shall be comprised of ten (10) members at its inception (February 2020). As the number of alumni grow so will the council. One more council member will be added to the board for each level of 50 graduates (e.g. 150 alumni= 10 members, 200= 11 members, 250=12 members, etc.).
3. The Vice President of Operations will be an advisory member of the Alumni Advisory Board who will attend council meetings and function as the contact and liaison with the faculty/board of PRTS and the Director of Alumni.
4. There will be four offices in the Alumni Advisory Board: Director of Alumni (President), vice-president, associate vice-presidents counselors, Secretary/treasurer.
 - A. The duty of Director of Alumni is to serve as the president of the Alumni Advisory Board. The Director of Alumni is to call for Council meetings. He is responsible for organizing the agenda as well as presiding over the meeting. He will delegate tasks to various Alumni Advisory Board members as needed to fulfill the stated purpose of the association and to assist and ensure that the Vice-president is carrying out his tasks. He will also represent the Advisory Board and the alumni association in meetings with the faculty or board. This is a permanent paid staff position.
 - B. The duty of the vice-president is to serve in the absence of the Director of Alumni. He will work with the various associate vice-presidents, to ensure that they are communicating with their constituents about PRTS and its alumni. This office is held for a period of three years. The vice-president position may have a renewable three-year term for a total of six years.
 - C. The office of associate vice-presidents is held by all the other members who are not serving as the Director of Alumni, vice-president or Secretary/treasurer. These members are selected to serve their constituents from different geographic parts of the world to which they are assigned by the alumni advisory board. These areas might include: North America, South America, Asia, Europe, Africa, etc. They are responsible for keeping their constituents up to date on the activities of PRTS as well as making known various prayer and thanksgiving requests and to relay information from their constituents to the rest of the alumni association. These officers are on a three-year rotational term. Officers may have a renewable three-year term for a total of six years.
 - D. The duty of the Secretary/treasurer is to record the minutes of any council meeting and to send these minutes to the faculty/board for overview. He will work with the Director of Alumni to ensure that minutes are archived for future reference. He is responsible to communicate messages from the various associate vice-presidents to the rest of the alumni association. Any monies allocated by the PRTS Board to be used for the Alumni Association are to be managed by this officer in consultation with the seminary staff. This is a three-year term. The Secretary/treasurer position may have a renewable three-year term for a total of six years.
 - E. The offices of Director of Alumni (President), Vice-president and treasurer will be filled by appointment of the faculty. The offices of associate vice-presidents will be filled by the affirmation of the alumni. The three

officers (President, Vice-president, and Secretary/treasurer) will make known to the alumni association that an associate vice-president position is open and will entertain nominations. After nominations are received, two names will be selected by the three officers. These two names are then circulated among the alumni who are requested to vote within 1 week for one of these names for this office. No matter how many votes are received, a majority will constitute a duly elected associate vice-president. The Vice President of Operations, in behalf of the alumni advisory board, will be responsible for soliciting, receiving, and tallying the votes. He will notify the Director of Alumni the results.

- F. Any member of the Alumni Advisory Board can be removed from their office by a $\frac{3}{4}$ vote of the faculty **or** by the executive members of the Board of Trustees. This action will only be taken after a written statement of the reason for this proposed action has been given to the said member 10 days prior to the final consideration of their removal. The officer will have right to appeal this decision to the full board provided this is done at least 30 days prior to the Board meeting.
- G. The Alumni Advisory Board shall meet at least four times (seasonal) a year via conference calling for the purpose of conducting alumni business. Council minutes and decisions must be overseen and affirmed by the Board of Trustees.

Article 8 – Association Benefits

1. Alumni will continue to have access to the library material on campus. Details of this benefit can be accessed via our alumni webpage at prts.edu.
2. The PRTS Alumni Association Facebook Group is meant to help our alumni better socialize and gather around any topic related to our PRTS community.
3. Any RHB-published books bought for personal use from RHB may be obtained at the wholesale price of 50% discount.
4. To help us better inform you about what is happening at PRTS, alumni can update their information via alumni association webpage at prts.edu.
5. The Director of Alumni Relations is available for assistance in seeking ministry placement as well as locating other alumni.
6. Alumni, and their families, will receive free admission to the Puritan Conference. This is designed to encourage continued personal spiritual growth and involve their local congregations in the work being done at PRTS.
7. Director of Alumni Relations is available for assistance creating resumes, CV's, cover letter's, reference list and or feedback. Virtual appointments may be made online under important links at <https://prts.edu/about/alumni/>.
8. Alumni may request an official transcript at <https://prts.edu/about/alumni/request-official-transcript/>.