NAVAL ROTC ALUMNI LEAGUE

BYLAWS

Adopted October 2026

UNIVERSITY OF SOUTHERN CALIFORNIA
NAVAL ROTC ALUMNI LEAGUE
AMENDED AND RESTATED BYLAWS
INCORPORATING FIRST AND SECOND AMENDMENTS

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UNIVERSITY OF SOUTHERN CALIFORNIA

NAVAL ROTC ALUMNI LEAGUE

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INCORPORATING FIRST AND SECOND AMENDMENTS

ARTICLE I

NAME AND PURPOSE

Section 1. The name of this organization shall be the USC Naval ROTC Alumni League of the University of Southern California (hereinafter referred to as the "League.")

Section 2. The Purpose of the League is to promote and strengthen the ties between the Alumni of the USC Naval ROTC, NROTC Midshipmen, the U.S. Naval Forces, the University of Southern California (hereinafter referred to as "USC" or the "University"), other organizations of the same profession and moral heritage, and as further set forth in Article II hereof.

Section 3. The Bylaws and actions of the League shall be consistent with the provisions set forth in the Constitution and Bylaws of the University. The League shall be an integrated part of the University Support Groups and operate under the USC Sol Price School of Public Policy.

Section 4. A Board of Directors (hereinafter referred to as the "Board") shall govern the League. The number of Directors shall be determined by the Board, but shall not exceed twenty-five voting members, unless otherwise approved by fifty-one percent of the members attending a membership meeting,

ARTICLE II

OBJECTIVES

Section 1. Provide support for the NROTC program at the University.

Section 2. Provide, encourage, and promote opportunities for members to support the USC NROTC unit.

Section 3. Encourage, promote, and establish liaison between all groups with a common interest, as set forth in Article I, Section 2 hereof.

Section 4. Give special recognition to people or units when appropriate.

Section 5. Plan activities for the members of the League and promote their continued participation and engagement.

Section 6. Encourage promotion of social and recreational programs between Midshipmen and NROTC alumni.

Section 7. Educate members of the Trojan Battalion on the history of the Unit and the Alumni League.

Section 8. Collect annual membership donations and administer their use for the needs and advancement of USC NROTC and the League.

Section 9. Establish and maintain midshipmen support programs (e.g. scholarship, aviation, marksmanship, and sailing).

ARTICLE III

MEMBERSHIP

Section 1. All Alumni of USC NROTC shall become members of the League upon their commissioning.

Section 2. Special classes of membership may be established by the Board, including but not limited to the classes of membership set forth in Section 3 of this Article III. Special memberships shall be approved by not less than a majority of the Directors at a duly held meeting of the Board.

Section 3. Types of membership and definitions thereof:

a. Regular Member: A commissioned graduate of the USC NROTC Unit who has satisfied the membership requirements of the League.

b. Associate Member: A person who has not graduated from the USC NROTC Unit and has met all other requirements established by the Board.

c. Honorary Member: A membership that may be conferred by the Board.

Section 4. Resignation of a member or officer shall be given in writing to the Board with a specified date. No refunds shall be made relative to any donations made to the League by the resigning member or officer.

Section 5. The following privileges shall apply to regular membership and may include certain other classes of membership as approved by the Board.

a. Vote with full voting rights at a Members Meeting.

b. Right to display insignia of League membership (burgees, flags, banners, etc.)

c. Receive regular distribution of "The Log" and other general material published by the League electronically or in print.

d. A member remains "in good standing" if they have contributed an annual membership donation for the current year, and their contact information is up to date with the League.

ARTICLE IV

DIRECTORS AND OFFICERS

Section 1. The Board shall be composed of members of the League in good standing who shall offer voluntarily to serve as a Director of the League and member of the Board of Directors. A prospective Director shall be reviewed and approved by not less than fifty-one percent of the Executive Committee.

Section 2. The Board shall elect the following officers:

President
Senior Vice President
Vice President Finance
Vice President Information Technology
Vice President of Membership
Other Vice Presidents as designated
Treasurer (if appointed)
Secretary (if appointed)

Section 3. There shall be a standing Executive Committee that shall consist of the President, Senior Vice President, Secretary, Vice President of Finance, Vice President of Membership, Vice President of Information Technology, and other Board Members as the President may appoint. A quorum shall consist of three officers.

Section 4. Persons holding the following offices or positions shall be *Ex-officio* Members of the Board. Ex-officio Members have all privileges of regular membership except for the right to vote.

a. USC Professor of Naval Science or their designee
b. The USC National NROTC Representative
c. Dean of the Sol Price School of Public Policy or their designee
d. Midshipmen Battalion Commander

Section 5. All officers of the League shall be elected for a term of two years, which term shall commence on July 1st following their election, and shall continue for the full term or until their successors are elected and assume their duties or by resignation.

Section 6. Only Regular Members in good standing shall be eligible for election to office.

Section 7. A vacancy in any office shall be filled for the unexpired term by appointment by the President with the approval of not less than fifty-one percent the Board. The President may provide for extended leave for personal reasons on a case-by-case basis.

Section 8. The duties of the officers shall be those that are usual for such an office and as expanded by the Board.

Section 9. The Board shall have the authority to appoint Honorary Members to the Board and other offices of the League as they deem necessary.

ARTICLE V

NOMINATION, ELECTION, AND RECALL OF BOARD OFFICERS

Section 1. The Executive Committee shall select one or more Regular Members in good standing as nominee for each League office listed in ARTICLE IV, Section 2 of these Bylaws. The Committee shall secure each nominee's prior consent to serve if elected. The committee shall report to the President the names of members so nominated. Announcement of scheduled voting will be publicized to the League membership through all normal channels of communication.

Section 2. At the next Board meeting, the President shall announce the names of the nominees to the Directors. Additional nominations for each office to be filled may be made by a petition signed by not less than five Regular Members of the League in good standing. If no further nominations are received under this procedure, and not more than one nominee is presented for each office to be filled, the nominees shall be deemed elected to each office by the Board unanimously.

Section 3. If more than one nominee is presented for any office to be filled, the President shall announce the names of each nominee for that office and thereafter conduct an election by the Board. Any candidate who receives a majority of the votes cast for that office, on the first ballot, shall be deemed elected. If no candidate receives a majority of votes cast for an office on the first ballot, the President shall conduct a second election with only the names of the two candidates receiving the highest number or votes for each unfilled office. Upon completion of the election of officers, the Secretary shall certify the results to the Board, the Professor of Naval Science, and the Dean of the Sol Price School of Public Policy.

Section 4. The Board may remove any officer for cause by two-thirds majority vote. The Board will formulate and adopt a formal procedure for the removal of any officer from office.

ARTICLE VI

ANNUAL MEMBERSHIP DONATIONS AND FINANCES

Section 1. League objectives shall be financed by any combination of League annual membership donations, income producing activities, additional donations received, and spendable funds from League endowments.

Section 2. League membership donations shall be voluntary. The Board shall determine the amount of the annual membership donation each Member is requested to contribute each year to remain in good standing. Membership donations will be collected annually and shall be paid on a calendar year basis.

Section 3. The fiscal year of the League shall coincide with the fiscal year of the University (July 1st to June 30th).

Section 4. The Board will approve the annual League budget prior to the start of each new fiscal year. The Budget will include planned expenditures that occur on an annual basis as well as a contingency budget for unplanned efforts.

Section 5. The Board shall approve all expenditures and commitments of League funds that are not specifically identified in the annual budget. Unplanned expenditures under twenty-five hundred dollars ($2,500) may be approved by a majority vote of the Executive Committee.

Section 6. The Treasurer shall receive and deposit annual membership and other donations, report to the Board the status of annual membership and other donations received by the League and coordinate their processes and reporting with the Vice President of Finance. The Vice President of Finance shall maintain a petty cash fund at a financial institution with appropriate financial controls. Access to this account will be limited to the President, Vice President of Finance, or other Board members specifically designated by the President. If a Treasurer is not appointed, then these responsibilities will be performed by the Vice President of Finance

Section 7. Spendable income earned from the USC Naval ROTC Alumni League Midshipmen Success Endowment shall be used in accordance with the policy and procedures of the University of Southern California to support League initiatives.

Section 8. The Vice President of Finance shall report the financial condition of the League to the Board, exercise guidance in financial matters, and coordinate reports from the Sol Price School of Public Policy. Financial status will be presented at each Board meeting with publication in the following issue of "The Log" and on the website.

Section 9. The Board may appoint a Finance Committee to work with the Vice President of Finance relative to League financial affairs. The Vice President of Finance shall be the Chairman of the Committee.

Section 10. All Naval ROTC Alumni Fund donations, special funds and gifts from members and others, shall be deposited in the Naval ROTC Alumni Fund for use to fund the annual budget unless specifically specified for the USC Naval ROTC Alumni League Midshipmen Success Endowment.

Section 11. Requests for an expenditure of funds from the League shall be submitted in writing using the Trojan Battalion Financial Request to Alumni League Form.

ARTICLE VII

MANAGEMENT

Section 1. The direction and management of the League shall be vested in the Board subject to the authority and approval of the Dean of the Sol Price School of Public Policy.

Section 2. The Board may appoint one or more special committees it deems necessary in the management of the League.

Section 3. To obtain Board approval of any emergency item of business, the President shall make personal contact with the Executive Committee. The expenditure will be presented and ratified at the next board meeting by the VP Finance.

Section 4. A system of record keeping and a directory of all graduating USC NROTC Alumni shall be maintained by the Vice President of Membership. The records shall be updated regularly during the year. All information in the records and lists is confidential and may not be used for any commercial purpose.

Section 5. The League shall be non-partisan.

Section 6. The Alumni League burgee, flags, banners and other insignia shall be of proper design and colors as approved by the Board.

Section 7. The Board shall be responsible for publishing "The Log" newsletter and maintaining a website and other appropriate electronic media.

Section 8. The League may maintain membership in other organizations as approved by the Board.

ARTICLE VIII

MEETINGS

Section 1. Upon the call of the President, or in their absence, the Senior Vice President, there shall be a Board of Directors meeting at least once a year. A quorum shall consist of at least five Directors of which three must be from the Executive Committee (in person or electronically) at a Board meeting. In addition to the annual meeting, other Board meetings may be held each year upon the call of the President.

Section 2. The Executive Committee shall hold meetings as deemed necessary by the President. The President shall act as Chairman.

Section 3. Notice of Meetings. Written notice of meetings of the Board of Directors and Executive Committee shall be provided to all Directors, the Professor of Naval Science, and the USC National NROTC Representative. Notice may be delivered by electronic mail or other written communication and shall include the date, time, location, and agenda or purpose of the meeting.

Section 4. The President shall prepare an agenda for all meetings accepting inputs up to one week before the meeting.

Section 5. The Secretary shall post minutes on the League website and notify recipients to go to the website.

Section 6. All meetings of the League shall be conducted in accordance with "Robert's Rules of Order," except as in matters expressly provided in these Bylaws, or University policy.

ARTICLE IX

COMMITTEES

Section 1. The President shall appoint standing committees (that will comprise of Board Members and/or Members, as appropriate) as deemed necessary for the effective administration of the League.

Section 2. The Election Nominating Committee appointed by the Executive Committee, shall consist of at least three Members.

Section 3. The President shall appoint such other ad-hoc committee as are from time to time deemed necessary by the Board.

ARTICLE X

SPECIAL PROGRAMS

Section 1. Special programs and other projects are created from time to time for alumni engagement and to support Midshipmen education and professional development.

Section 2. Programs such as sailing, aviation, firearms training and professional education may be established to offer interested Midshipmen opportunities for introductory training, experiences and education in areas related to their future military service.

Section 3. Any special program authorized by the Board shall operate under the oversight of the Board. The individual or the committee responsible for the program shall provide:

a. A written description of the program and its objectives;

b. A documented Standard Operating Procedure (SOP) describing how the program will be conducted;

c. A financial record of all donations received and all expenditures, with appropriate documentation;

d. Periodic reports to the Board summarizing activities, outcomes, and financial status;

e. Responsible point of contacts for special programs to be included in the Board Listing;

f. Inputs in a timely manner to be included in the Alumni League's fiscal year budgeting process.

ARTICLE XI

USC NROTC ALUMNI LEAGUE MIDSHIPMEN SUCCESS ENDOWMENT

Section 1. The purpose of the USC NROTC ALUMNI LEAGUE MIDSHIPMEN SUCCESS ENDOWMENT is to provide a source of funds for scholarships and other support programs for Midshipmen currently enrolled in the USC NROTC Program.

Section 2. All donations given to the University for the Success Endowment shall be placed in the USC Naval ROTC Alumni League Midshipmen Success Endowment. This fund is established as a separate account within the USC University endowment pool. Distributive income from the USC endowment pool shall be placed in the League Success Fund Spendable Account from which scholarship awards and other allowed expenditures are funded.

Section 3. The funds in the USC Naval ROTC Alumni League Midshipmen Success Endowment shall be under the control of the League Board of Directors subject to advice of the Scholarship Operating Committee ("SOC") comprised of three Directors appointed by the President. The members of the SOC will have full voting powers. A simple majority vote of the committee members shall be required for approval of all scholarships and expense funding. The Professor of Naval Science shall recommend scholarship candidates in an advisory role to the committee but shall have no voting authority.

a. The authority of the SOC includes, but is not limited to, selection of scholarship recipients and determination of any conditions placed on scholarship award. Board concurrence by vote is required for determination of the number of and amount of the scholarship awards.

The Board will determine what expenses may be funded, and any other matter related to the use and operation of the account, and its administration that may arise in the future. The SOC will meet, a minimum of twice annually to select timely the candidates for the Spring and Fall semesters;

b. The awarding of scholarships shall be based on the following criteria:

1. Recommendation of the Professor of Naval Science
2. Maintenance of acceptable academic standing
3. Maintenance of membership in the USC NROTC Program
4. Preference to be given based on awardees financial needs

c. The SOC will host a luncheon as soon as reasonable after selection of candidates for scholarship awards. The SOC will host as guests the scholarship recipients, donors to the fund, and other appropriate involved parties (CO, XO, officers attending). The funding of the award ceremony guests will be considered an allowable expense payable from the USC Naval ROTC Alumni League Midshipmen Success Endowment. League members will be very welcome but at their own expense for lunch. Publication of the event will be through "The Log" and the Calendar of Events of the Board.

ARTICLE XII

AWARDS

Section 1. The following awards may be made, subject to the availability of funds:

a. USC Naval ROTC Alumni League award of one or more officer's sword to a deserving first class midshipmen nominated by the Professor of Naval Science and approved by the Board.

b. The Captain William McGonagle Scholarship award to a deserving Midshipmen nominated by the Professor of Naval Science and paid out of the USC Naval ROTC Alumni League Midshipmen Success Endowment spendable account.

c. The Parker Endowment shall fund one officers sword annually.

d. Other awards as voted by the Board.

Section 2. Admiral of the League

a. The highest honor that may be given by the League is the rank of Admiral of the League. The honor may be given only once a year. The authority of the appointment shall be made by two-thirds majority of the Board. A person receiving this honor must be a member of the League. (Admiral of the League is not a membership).

ARTICLE XIII

LIAISON

Section 1. Close liaison shall be maintained with the Professor of Naval Science and the designated representative of the Dean of the Sol Price School of Public Policy.

ARTICLE XIV

MISCELLANEOUS PROVISIONS

Section 1. No part of any funds of the League shall inure to the benefit of any Member of the League. No part of the activities of the League shall be for purposes of propaganda, and the League shall not participate in, or intervene in, (including the publishing or distribution of statements) any political campaign of any candidate for public office.

Section 2. Upon dissolution of the League, the assets remaining after payment of all debts of the League shall be deposited in the USC Naval ROTC Alumni League Midshipmen Success Endowment.

Section 3. The Dean of the Sol Price School of Public Policy or their representatives shall be informed of any major fundraising by the League.

Section 4. All mailings and/or publications of the League are for the sole purposes of the USC Naval ROTC and the Alumni League. No commercial use shall be allowed.

ARTICLE XV

AMENDMENT AND APPROVALS

Section 1. These Bylaws may be amended by a two-thirds majority of the Board at any duly held meeting of the Directors.

Section 2. A copy of the updated and amended Bylaws shall be sent to the Dean of the Sol Price School of Public Policy and the Professor of Naval Science.

Adopted, this date, October 1, 2026, by the USC Naval ROTC Alumni League

_____ _____

Robert M. Bennett, President
CDR USN (Ret)

Regina T. Nordahl, Secretary

Approved, this date_____, by the USC, Sol Price School of Public Policy

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Christopher Boone, Dean