



President Qualifications

Class Officers Shall:

1. Be a graduate of the Class and a member of the USNA Alumni Association (USNAAA).
2. Devote time and effort to carry out all assigned duties.
3. Maintain transparency of operations and activities.
4. Oversee Class affairs.
5. Be accountable and responsible for the planning and leadership of the Council.
6. Hold specific office for a term of five (5) years and shall be eligible to succeed him/herself for a maximum of one additional term.

The President Shall:

1. Be the primary representative for the Class in all affairs of the Class including interaction with the USNA and USNAA.
2. Be an active member of the Council of Class Presidents (COCP), an organization that is supportive of USNAAA.
3. Preside over all meetings of the Council and Class or notify the Vice President of their unavailability.
4. Sign instruments necessary or expedient to manage Class business in consultation with the Council.
5. Establish committees, in consultation with the Council, to efficiently conduct Class business.
6. Have the power to nominate an eligible Class member to fill any unscheduled vacancies on the Council which may occur during his /her term of office. Those nominated must be a Class member who meets the qualifications outlined in these By-Laws of the position being filled. Nominees will be presented to the Council, which will vote on the nominee and be accepted by a majority vote. If a majority vote is not achieved, the President will offer additional nominations until one is accepted by a majority vote.
7. Perform other duties as necessary and appropriate.

Nominate yourself or another classmate for President

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Secretary Qualifications

Class Officers Shall:

1. Be a graduate of the Class and a member of the USNA Alumni Association (USNAAA).
2. Devote time and effort to carry out all assigned duties.
3. Maintain transparency of operations and activities.
4. Oversee Class affairs.
5. Be accountable and responsible for the planning and leadership of the Council.
6. Hold specific office for a term of five (5) years and shall be eligible to succeed him/herself for a maximum of one additional term.

The Secretary Shall:

1. Keep a record and publish the minutes of all Class and Council meetings.
2. Maintain all appropriate historical records of the Class other than those required by the Treasurer.
3. Serve as Corresponding Secretary for the Council.
4. Provide the USNAAA with regular content to be published in "Shipmate" or other forums.
5. Coordinate with Company Representatives, maintain a current Class Registry that includes deceased classmates and family members as appropriate.
6. Work with the Council to ensure that assistance to Classmates in need takes place.
7. Be responsible for any committees assigned by the President or Council.

Nominate yourself or another classmate for Secretary

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Outreach & Representation Officer Qualifications

Class Officers Shall:

1. Be a graduate of the Class and a member of the USNA Alumni Association (USNAAA).
2. Devote time and effort to carry out all assigned duties.
3. Maintain transparency of operations and activities.
4. Oversee Class affairs.
5. Be accountable and responsible for the planning and leadership of the Council.
6. Hold specific office for a term of five (5) years and shall be eligible to succeed him/herself for a maximum of one additional term.

The Outreach & Representation Office Shall:

1. Ensure the Council considers representation in all aspects of its business; to include:
 - Appointing Council members;
 - Approving Committee leadership positions; and
 - Approving Class functions and events.
2. Perform other duties as necessary and appropriate.
3. Be responsible for any committees assigned by the President or Council.

Nominate yourself or another classmate for the
Outreach & Representation Officer

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