



• **ILT** •
ALUMNI & GRADUATE
ASSOCIATION

ILT ALUMNI & GRADUATE ASSOCIATION
HANDBOOK

*The
Institute of
Lutheran
Theology is
a Christian
faith
community,
seminary,
and
graduate
school that
rigorously
equips
faithful
pastors,
teachers,
and
laypeople
to
effectively
proclaim
the Gospel
and serve
Christ's
church
throughout
the world.*

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Introduction

The purpose of this handbook is to provide members of the Institute of Lutheran Theology's Alumni and Graduate Association (AGA) with a foundation for guidance and support in dealing with all AGA-related matters. The AGA is an association founded and led by graduates of the Institute of Lutheran Theology. Membership in the AGA is open to graduates, honorary graduates, and those students in post-graduate programs at ILT. Questions about information within this handbook should be directed to the AGA Board of Directors.

Alumni and Graduate Association Mission Statement & Objectives

Mission Statement

The Alumni and Graduate Association is an association of ongoing spiritual connection, fellowship, and support for students, alumni, and friends of the Institute of Lutheran Theology.

Objectives:

1. To be a source of support for ILT, its graduates, and its students;
2. To provide connection points for pastoral prayer groups, Bible study groups, support groups;
3. To provide continuing ed opportunities and professional development;
4. To provide student scholarships;
5. To support ILT at meetings, conventions, and anywhere ILT is represented.
6. To ultimately be a blessing and source of strength to Alumni and all the people served by the Association.

Alumni and Graduate Association Membership Requirements

- Any graduate of the Institute of Lutheran Theology who has completed an approved course of study is eligible for membership in the AGA. Approved pastors and theologians who have graduated from other seminaries or educational institutions are eligible for membership under the status of "Honorary Alumni."

Honorary Alumni and Graduate Association Membership Requirements

- A. A candidate for Honorary ILT AGA membership is:
 1. Someone who is not an alumnus or graduate of ILT, but whose contribution of time and effort to the Institute are extraordinary and highly valued.
 2. Someone whose loyalty, involvement, and identification with ILT are in complete agreement with the purpose, goals, and mission of ILT, although the person is not an ILT alumnus or graduate.

3. Someone who is a pastor or theologian with alumni status with another seminary or educational institution but who now finds that they are not comfortable with a continued alumni relationship due to differing teachings, goals, and mission.

B. Honorary AGA memberships shall be awarded/named/chosen by a sub-committee of the AGA Board.

1. Any alumnus, honorary alumnus, or graduate of ILT may nominate someone as an Honorary Alumnus.

2. Individuals may be nominated for Honorary AGA membership at any time during the year.

Member Subscriptions

Expectations and Behavioral Standards of Alumni and Graduate Association Members

*Please note that the behavioral standards below apply to every AGA meeting, event, and platform.

General:

- Accept and affirm the importance of ILT's declared mission.
- Pray regularly for ILT, the AGA, and all personnel involved in its ministry (cf. 1 Thessalonians 5:17).
- Prioritize attendance at meetings since member involvement is vital to ministry (cf. Hebrews 10:25).
- Familiarize oneself with materials sent in advance of meetings.
- Comply with pertinent laws, rules, and regulations, so health, safety, and meeting environments are protected for all (cf. Romans 13:1).
- Realize AGA members may be recognized for their ILT connection.

Personal/Communal Conduct:

- Maintain high standards of personal honesty, fairness, accountability, and dedication to excellence (cf. Ephesians 4:1).
- Honor each member's dignity, so all are treated with respect, fairness, and decency, without discrimination, harassment, or threats (cf. Genesis 1:27).
- Defamatory language will not be tolerated in any circumstance and can result in discipline or expulsion from the AGA. This includes, but is not limited to, foul language, ad hominem, the questioning of someone's salvation or the demeaning of someone's

faith, and discriminatory comments made based on race, national or ethnic origin, color, sex, age or mental or physical disability (cf. James 1:26).

- Make no sexual advances, verbal or physical requests for favors of a sexual or seductive nature, and, if such is observed, alert the Institute's president or board chair of such possible behavior (cf. 1 Thessalonians 4:3). Anyone found guilty of such conduct will be removed from the AGA.
- ILT, and by extension its AGA, prides itself on being Pan-Lutheran institutionally and ecumenical in practice, which means there exists a great diversity of viewpoints—theologically, philosophically, politically, etc.—which are to be respected and dialogued about in accordance with Christian love (cf. 1 Corinthians 16:14). Failure to do this can result in discipline or expulsion from the AGA.
- Avoid managing or participating in highly politicized demonstrations or campaigns where one's identity as an AGA member might be problematic.
- Never use controlled substances, marijuana, or alcohol illegally (cf. 1 Peter 5:8-10). Should a member become addicted, whether personally acknowledged or not, treatment will be encouraged and permitted as an excused absence from Association meetings. Should a relapse occur after treatment, such may be a basis for termination of membership.

Corporate Conduct:

- Never use one's position on the AGA Board in a way that might result in financial effect or personal or familial monetary gain (cf. Matthew 6:24). Any member who could personally profit from a specific board decision must ask to be excused from voting on that motion.
- Never accept large gifts from anyone seeking to do business with ILT or its AGA, whether they be products, event tickets, or other favors. Accepting items of less than \$25 in value is not precluded. Food and beverages served at business or social events and available to others are not considered gifts. Textbooks, software, and other instructional materials (which may be reviewed by faculty), awards, plaques, certificates, mementos for civic, charitable, professional achievement, or recognition are not considered gifts. Honoraria or expense reimbursements are not gifts.
- Never seek special-rate loans for personal or business purposes from persons or institutions doing business with ILT.
- Never ask ILT or its AGA for a loan.
- Notify the AGA Board of actual or suspected wrongdoing (e.g., theft, mismanagement, falsification of records, inappropriate behavior, etc.) and cooperate fully with authorized investigations.

AGA Members Represent ILT

- AGA members should promote Christian higher education in general, but particularly ILT's ministry. It is advised that AGA members advocate for ILT's overall program and not just one part of it.
- It is best if AGA members do not publicly object to AGA Board decisions. If asked, identify the AGA board chair as the one authorized to speak about board decisions and respond to any related questions.
- AGA members should promptly relay to the AGA board feedback from ILT and/or the AGA, with as much detail as is felt necessary, so potential problems can be readily identified, explained, and corrected, if necessary.
- The AGA should endeavor to represent regional, synodical, and national Lutheran denominational gatherings, preferably, when possible, in conjunction with ILT representation.

Pray Regularly for ILT

- "Unless the Lord builds the house, they labor in vain who build it."
- As Christians, we're advised to "pray without ceasing." Daily remembering ILT, the staff, faculty, students, and ministries of ILT alumni is important!
- And pray, too, that we will recognize potential ILT students among those we meet.

AGA Board Subscriptions

The sections that follow are meant to orient new and prospective members of the ILT AGA Board of Directors (BOD).

1. **Subscriptions.** AGA Board members must unreservedly subscribe to the following:

- (a) ILT's Mission Statement. ILT is a Christian faith community, seminary, and graduate school that rigorously equips faithful pastors, teachers, and laypeople to effectively proclaim the Gospel and serve Christ's church throughout the world.
- (b) ILT's Statement of Faith. ILT accepts: (1) The Scriptures of the Old and the New Testament as the written Word of God and the only rule and norm of faith and practice; and (2) The Symbolical Books of the Evangelical Lutheran Church as accurate expositions of the Word of God, specifically: the three Ecumenical Creeds (the Apostles' Creed, the Nicene Creed, and the Athanasian Creed), the Unaltered Augsburg Confession, the Apology of the Augsburg Confession, the Smalcald Articles, the Treatise on the Power and Primacy of the Pope, Luther's Large and Small Catechisms, and the Formula of Concord.
- (c) ILT's Theological Foundations. Because ILT is established as a theological endeavor holding to the reality of God and the scandal of the cross, the authority of Scripture, the truth of Lutheran affirmations, and the notion that the church is hidden yet revealed, ILT says certain things about God, Christ, the Holy Spirit, humanity, the church, and the end times.

- i. God: Is the God who hides and the God who reveals Himself. God hides behind the mask of His attributes to reveal Himself in His Word.
 - ii. Christ: Is the finite human who contains the infinite divinity. Jesus Christ - true God from eternity and true man born of the Virgin Mary - is the Word of God, the Savior of the world, and our Lord; He was crucified for our trespasses and raised for our justification.
 - iii. The Holy Spirit: Is the Spirit who creates faith out of nothing. Working through the Word and Sacraments alone - apart from reason and free will, the Holy Spirit creates faith in Christ where there had only been the nothingness of unbelief.
 - iv. Humanity: Is simultaneously and totally saint and sinner. During the days of their Baptism, human beings are totally justified and sanctified, possessing already their eternal life; yet, these same beings are at one and the same time totally sinful and waiting upon their mortal end.
 - v. The Church: Is always in need of reform. Whenever the church seeks to be known outside of its concrete signs (Word, Baptism, Supper, Absolution, Ministry, Prayer, and Cross), it needs reformation; that is - the repentance delivered through the preached Word of God.
 - vi. The End Time: Is in Jesus Christ, who is the new creation. The kingdom has come and already comes in the person of Jesus Christ. It comes to faith now and will come in visible glory on the last day.
- (d) ILT's Philosophical Presuppositions. In addition to our commitment to the Scriptures and the Lutheran Confessions, three foundational principles shape our curriculum and thinking.
- i. Theological Realism: God is real and exists beyond human awareness, conception, and language. Accordingly, when we pray, we do not pray to ourselves but to a God whose existence does not depend upon us.
 - ii. Semantic Realism: God's gift of language enables us to make truth claims about God. Human emotion, thought, and language does not ultimately determine what is true or false about God, but rather the truth of our language reflects the determinate contour of the divine.
 - iii. Theophysical Causality: God can and does act in the world. Divine action must not be construed only metaphorically.

2. **Qualifications for AGA BOD**

- (a) Scriptural. Consistent with 1 Timothy 3:1-7, a candidate for the AGA's BOD is to be above reproach, faithful to his/her spouse, temperate, self-controlled, respectable, hospitable, able to teach, not given to drunkenness, not violent but gentle, not quarrelsome, not a lover of money. He/she must manage their family well and must do so in a manner worthy of full respect. He/she must not be a recent convert to Christianity. He/she must also have a good reputation with those outside the church.
- (b) Faith and Life. United in one Lord, one faith, and one Baptism, the members of the AGA's BOD are to be constant in worship and the study of the Holy Scriptures, regularly nourishing their life in Christ in the Sacrament of the Altar. Like all Christians, the members of the Board are called by the Holy Spirit to lead godly lives, to promote the

unity and welfare of ILT in the bond of peace, to proclaim the Gospel, and to renounce the evil one. The commitment of each baptized Christian to this call is to be expressed through a life of repentance, faith, prayer, and the sharing of resources.

- (c) Behavioral. The AGA's BOD is to follow all the behavioral expectations listed for membership in the AGA above. More than that, the BOD should excel and lead by example in this arena at all times. Failure to do so may result in disciplinary action by the BOD, which may include expulsion from the BOD.
- (d) Terms. Each member of the BOD will be elected to a three-year term. Each member may be elected for up to three consecutive terms before taking a mandatory year of Sabbath rest before serving as a member of the BOD again. Members of the BOD will be nominated between October 1st and November 30th of each year. They will be vetted by the current BOD between December 1st and the annual meeting, which will occur in January of each year. Approved Nominees will be elected at the annual meeting with terms that begin on February 1st. Each year of BOD service will run from February 1st - January 31st. The only exception to the above is for the founding BOD in which members needed to establish a healthy rotation with $\frac{1}{3}$ of its members committing to the first term of 1 year, $\frac{1}{3}$ committing to the first term of 2 years, and $\frac{1}{3}$ committing to a term of 3 years.
- (e) Officers/Executive Board. At the February BOD meeting each year, the BOD will elect from among sitting BOD members an Executive Committee made up of a Chair, Vice-Chair, Secretary, and Treasurer. The Executive Committee may be asked to meet between scheduled BOD meetings as necessary to ensure that BOD meetings run smoothly. Positions on the Executive Committee will run from the first meeting in February through January 31st each year or until the first meeting in February the following year, whichever is later.
- (f) Honorary Alumni. Honorary Alumni may serve on the association's BOD. However, a supermajority of two-thirds of BOD positions must be held by graduates of the Institute of Lutheran Theology. The AGA Chair must also be a graduate of ILT.

3. Removal of AGA Members

- (a) Removal of AGA BOD Members. A member of the AGA BOD may be removed by a supermajority of two-thirds vote of the remaining board members provided the member subject to proposed removal shall have received a ten (10) day written notice of the grounds for the proposed expulsion. Board members may only be removed for cause, specifically that they have violated...

Before the election of BOD of the AGA at an annual meeting, the Board will appoint a Nominating Committee from among its members.

Constitution of the INSTITUTE OF LUTHERAN THEOLOGY ALUMNI and GRADUATE ASSOCIATION

Article 1 - Name and Incorporation

- 1.01. The name of this Association shall be the Institute of Lutheran Theology Alumni and Graduate Association
- 1.02. The Institute of Lutheran Theology Alumni and Graduate Association (hereafter called “AGA”) will provide members with a foundation for guidance and support.

Article 2 – Mission Statement and Goals

- 2.01. The ILT AGA exists to be an association of ongoing spiritual connection, fellowship, and support for students, alumni, and friends of the Institute of Lutheran Theology.
- 2.02 The Goals of the Association are
 - To be a source of support for ILT, its graduates, and its students;
 - To provide connection points for pastoral prayer groups, Bible study groups, support groups;
 - To provide continuing ed opportunities and professional development;
 - To provide student scholarships;
 - To support ILT at meetings, conventions, and anywhere ILT is represented.
 - To ultimately be a blessing and source of strength to Alumni and all the people served by the Association.

Article 3 - Governance

- 3.01. The AGA’s affairs shall be governed by this Constitution, the Bylaws, and other policies and procedures as shall be adopted from time to time, so long as they do not conflict with the Constitution and Bylaws of the Institute of Lutheran Theology.
- 3.02. The business and affairs of ILT AGA shall be managed by and under the authority of the AGA membership

Article 4 - Amendment of Constitution and Bylaws

- 4.01. This Constitution may be amended only as provided by this Article.
- 4.02. Any member of the AGA may propose an amendment to this Constitution. The proposed amendment shall be in writing and a copy provided to the Chair and Secretary of the Alumni Executive Board.
- 4.03. In consultation with the Chairman, the Secretary shall give at least 60 days’ notice of a special meeting to all members of the Association membership to consider the proposed amendment. The notice shall include:
 - a) The date, time, and place of the special meeting;

- b) A copy of the proposed amendment;
- c) The name of the member submitting the amendment;
- d) If any, the site where materials, in support and opposition to the Proposed amendment, may be found.

4.04. The Secretary shall have ten (10) days upon receipt of the proposed amendment to give notice, as detailed in 4.03, to all AGA members. If the Secretary fails to give notice within ten (10) days of receipt of the proposed amendment, the sponsoring member may give notice as detailed in paragraph 4.03.

4.05. A supermajority two-thirds vote of the AGA membership is required to adopt any amendment to this Constitution. Members of the AGA may vote in person, by mail, or in electronic form.