

Statutes of the Alumni Association of the Department for Peace and Conflict Research, Uppsala University

Adopted at [name of meeting, place, date]

Draft version of 30 May 2013

I. NAME, PURPOSE AND GENERAL REGULATIONS

§1 Name

The name of the association is “the DPCR Alumni Association” (hereinafter referred to as ‘**the Association**’) and is established as a legal entity according to Swedish Law. The Association is a non-profit association according to Swedish law.

§2 Domicile

The Association has its domicile in Uppsala, Sweden, and resides at the Department of Peace and Conflict Research at Uppsala University (hereinafter referred to as ‘**DPCR**’).

§3 Purpose

The Association’s aim is to strengthen and foster the contacts and network between former and current students of the DPCR.

II. MEMBERSHIP

§ 4 Type of Memberships

The Association consists of members and honorary members.

§5 Members

1. Membership is open for persons who has:
 - a. obtained credits in at least one course taught at the DPCR.
 - b. worked, taught or carried out research at the DPCR.
 - c. been recommended for membership by the Board of the Association.

2. Anyone who meets any of the criterion above may apply for membership of the Association by expressing a will to become a member to the Board and by providing his or her name, contact information and affiliation with the DPCR.
3. A membership is valid when registration thereof has been confirmed by the Association's secretary.

§6 Honorary Members

1. Honorary membership is open for persons who has made important achievements within the field of peace and conflict research in general, or who has made important contributions to the DPCR or the Association.
2. Nominations of potential Honorary members can be made by other members or Honorary members to the Board of the Association, which in turn makes a recommendation of Honorary membership to the General Meeting of the Association.

§7 Membership Fee

1. Upon foundation, the Association is established without a fixed membership fee. The signatories trust that all future members will support and contribute to the Association in a way that ensures the Association's successful achievement of its purposes.
2. The Board may receive donations on behalf of the Association.
3. The Association may impose or change a membership fee if agreed by vote with a 2/3 majority at the General Meeting.
4. The General Meeting shall decide from when such decision on membership fee shall have effect, and when the fee shall be payable. The General Meeting may, however, authorize the Board to decide on this.

§8 Duties

1. Members are obliged to respect values and statutes of the Association.
2. Members, but not Honorary members, are required to pay a membership fee, if a decision of such imposition is made in accordance with §7.3.
3. Members are required to keep the Association up to date with their personal contact information.
4. Members are encouraged to offer advice to students at the DPCR whenever possible.
5. Members approve the processing of personal data and of making contact information available amongst the members of the Association in line with the Association's Privacy Policy, unless a member explicitly expresses his or hers disapproval to the Board.

§9 Rights

1. All members, except for Honorary members, have the right to vote and to be elected as a Board member, under the condition that they have paid the membership fee to the extent such fee shall be paid.

§10 Cessation, suspension and exclusion of membership

1. Membership ceases with immediate effect in the following situations:
 - a. if a member disclaims his or hers membership in a written statement to the Board.
 - b. automatically when a member dies.
2. Membership may be suspended by the Board if the membership fee, to the extent such fee shall be paid, has not been paid despite two written notices. A suspended member may neither vote nor be elected as a Board member.
3. A member may be excluded from the Association by decision of the Board in any of the following situations:
 - a. When the member is guilty of grave violation of the applicable statutes of the Association.
 - b. When the member, through action or behavior, has caused grave damage to the Association or the DPCR.
 - c. When the member's membership has been suspended for an uninterrupted duration of at least two years.
4. The member has the right to explain his or her point of view to the Board in writing, prior to any decision of exclusion. Exclusion of membership is declared by a 2/3 majority decision by the Board of the Association and the Board shall immediately inform the member concerned of its decision by written notice. The member has the right to appeal the Board's decision within 30 days from the Board's written notice, in which case the Board's decision of exclusion shall be considered at the next General Meeting. If the decision is not appealed within the stipulated time or is maintained by the General Meeting, the exclusion takes immediate effect thereafter.
5. Excluded members are prohibited from being re-registered as members. This does not prevent potential Honorary membership.

§11 Privacy Policy

The Association protects the personal data of its members according to Swedish law and in line with the Association's privacy policy in Appendix 1 of the present statutes.

III. INTERNAL ORGANIZATION

§12 Bodies of the Association

The bodies of the organization is the General Meeting, the Board and the Audit Committee.

§13 Voting procedures at the General Meeting

1. Unless otherwise stated in these statutes, all decisions in the Association shall be taken by a simple majority of all present and voting members. In case of a draw, the chairperson of the meeting has the deciding vote except in cases of elections to the Board or Audit Committee which in case of a draw shall be decided by lot.
2. The voting procedure is determined by the chairperson of the meeting. If requested by at least one participating member, decisions must, however, be made with the use of secret ballots.
3. Proxy voting is not permitted.
4. A member may however send his/her vote on specific topics of the agenda to the Board by using the provided distance voting form. Such vote shall have come to the Board at least one day prior to the General Meeting.

§14 The General Meeting

1. The General Meeting is the highest decision making body of the Association and shall be held in Uppsala annually in May or June.
2. The Board decides on date, time and location and shall summon all members at least 30 days prior to the meeting.
3. The agenda of the General Meeting is sent by the Board to all members at least 30 days prior to the meeting. Any member who wants to add additional items to the agenda may request for the agenda extension at the beginning of the meeting.
4. Every General Meeting shall address at least the following agenda items:
 - Preliminaries:
 - Opening of the meeting.
 - Election of a meeting chairman.
 - Election of a meeting secretary.
 - Election of two testifiers.
 - Question whether the meeting has been announced in accordance with the statutes.
 - Approval of the agenda.
 - a. Presentation of the annual report.
 - b. Presentation of the financial report and the report of the Audit Committee.

- c. Decision to discharge the Board.
 - d. Decision on whether a membership fee shall be imposed.
 - e. Treatment of any item presented by the Board or by a member within the guidelines set forth in the applicable statutes of the Association.
 - f. Treatment of any appeal against a Board's decision to exclude a member according to §9 of the statutes of the Association.
 - g. Election to the Board for each Board position individually, followed by the election to the Audit Committee.
 - h. Other matters.
 - i. Closure of the meeting.
5. Special General Meeting can be summoned by the Board, or shall be summoned by the Board if at least one fifth of all registered members so requests to the Board. Such special General Meeting must take place within 90 days of its request. The rules of §14.1 – §14.4 apply equally to special General Meetings.

§15 The Board

1. The Board shall be composed of five (5) members and shall consist of the following positions: President, Vice President, Treasurer, Secretary and the Department Liaison. Each Board member is elected for the period up until the following General Meeting.
2. The Board is free to organise itself within the framework of the present statutes. The Board is competent to make decisions when more than half of all Board members are present. Board decisions shall, unless otherwise stated in these statutes, require a simple majority of Board members. In case of a draw, the President's vote shall prevail.
3. As the executive body of the Association, the Board is responsible for the Association's general activities as well as its daily operations. Inter alia, the Board's duties include:
 - a. To determine the main focus of work to be done, define strategies and prepare the budget.
 - b. To determine the use of the Association's resources.
4. The Board may delegate tasks to committees, commissions, organizations and special representatives. The Board shall also establish rules for such committees, commissions, organizations and special representatives.
5. The Board shall inform the DPCR about the Association's activities and work towards a close cooperation with the DPCR.
6. The Department Liaison is appointed by the DPCR Board.

§16 The President and Vice President

1. The President chairs the Board and the Association and holds general responsibility for the Association.

2. The President holds the sole signatory power of the Association, unless otherwise is provided for in these statutes.
3. The President is elected by an absolute majority of the present and voting members of the General Meeting.
4. The Vice President is responsible for the internal relations of the Association.
5. The Vice President supports the President in his/her efforts.

§17 The Treasurer

1. The Treasurer is responsible for the Association's finances and holds, jointly with the President, signatory power in relation to financial issues.
2. The Treasurer shall send out the financial report together with the summons to the General Meeting, and shall present the financial report in due time to the Audit Committee.

§18 The Secretary

The Secretary maintains the membership register as well as the Association's archive.

§19 The Audit Committee

1. The Audit Committee shall annually audit the accounts of the Association and submit a written report to the General Meeting.
2. Membership in the Association is not a criterion for eligibility to the Audit Committee.
3. Members of the Board are not eligible to the Audit Committee.

IV. FINAL PROVISIONS

§ 20 Fiscal year

1. The Association's fiscal year shall be 1 May – 30 April.

§ 21 Amendments to the statutes

1. Amendments to these statutes require a 2/3 majority of Members present and voting at the General Meeting.
2. Proposal for amendment may be initiated by any member of the Association, in which case the proposed amendment shall be submitted in writing to the Board at latest 21 days prior to a General Meeting.

3. The Board must make available in writing all proposals for amendment with the agenda prior to the General Meeting.

§ 22 Dissolution

1. A decision to dissolve the Association requires a 3/4 majority of members present and voting at the General Meeting.

2. Dissolution may be initiated in the same way as amendment to statutes, but proposals for dissolution must be made in writing to all members at least three months prior to the General Meeting.

3. In the event of dissolution, all assets of the Association shall pass to the DPCR.

§ 23 Preferential right of interpretation

1. These statutes exist in one English version and one Swedish version. In the event of a conflict between the English and Swedish versions, the English version shall prevail.

§ 24 Entry into force

1. The present statutes enter into force immediately after their acceptance by the constituent assembly on 05-06-2013.