



رابطة خريجي جامعة قطر
QU ALUMNI ASSOCIATION

Charter of Qatar University Alumni Association



1. Purpose

The purpose of establishing QU Alumni Association, hereinafter referred to as “the Association”, is to support and consolidate an ongoing relationship between QU and its alumni to achieve the university’s mission, goals and aspirations. The Association operates under the umbrella of QU as a non-profit organization for voluntary cultural educational purposes. QU President establishes the Association, and it derives its authority from this charter after its approval by the Executive Committee of the University’s Board of Regents.

The University administration pins high hopes on the role of its alumni in supporting the University, as long as the effectiveness of the Association is measured by its success in encouraging its members to support the University and their participation in the University’s events, activities to attract new students, university marketing initiatives and raising financial support for it.

2. Alumni Relations Office

Qatar University supports the Alumni Association through the Alumni Relations Office for the purposes of planning and facilitating the implementation of the Association’s activities. This office manages the daily work of the Alumni Program, under the supervision of the Director of Outreach and Engagement Department.

3. Membership

Association membership is open to all alumni holding a university degree from any of the academic programs offered by the University.

An “Active Member” is any member who has registered a valid phone number and/or email address with the Alumni Relations Office. This member will receive a membership card when her/his contact information is updated.

A “loyal member” is a member who acquires this capacity in return for supporting the University as described in the Association’s bylaws. Increasing the number of the Association members who move from the status of “active member” to the status of “loyal member” is one of the most important objectives of the Association.

“Honorary Member” is any member of Qatar University alumni who is granted this membership by the Association’s Board because of her/his achievements in community service or contributions to the advancement of the University’s progress.



4. Organization Structure

A Board of Directors (BOD) appointed by the President of the University and approved by the Executive Committee of the University's Board of Regents represents the Association.

a. Qatar University Alumni Association Board of Directors (ABOD)

1. The ABOD works with the director of the Outreach and Engagement Department and the Manager of the Alumni Relations Office. It aims to support the University's mission and goals through the Association's activities, committees, programs and projects approved by the University's Board of Regents in accordance with the University's plan and strategic objectives. Association membership should embody the University's alumni community, as the Board should include members from the University's various colleges.

2. The ABOD shall consist of no less than fifteen and no more than nineteen members. The Director of Outreach and Engagement Department and the Manager of the Alumni Relations Office are members by virtue of their positions without the right to vote in the Association.

3. The members of the ABOD are selected from among the "loyal members" to provide advice and consultation to the Association President, the Director of Outreach and Engagement Department, and the Manager of the Alumni Relations Office. None of the current University employees (other than the Director of Outreach and Engagement Department and the Manager of the Alumni Relations Office) is entitled to be a member of the ABOD. The Board members shall fulfill the requirements for attendance and participation as specified in the Association's bylaws.

4. The term of membership in the ABOD shall be three years. A member of the Board may not be selected for more than two consecutive terms. The Board is reconstituted if more than one member leaves and the number becomes less than the minimum required for a quorum for the Board.

5. The term of membership in the BOD shall not exceed two consecutive terms (six years) and the ex-member may be reappointed again after that in the condition that at least one year has passed after the last period in which s/he was a member of the ABOD.

b. Executive Leadership of the Association

1. The Association has a President, Vice-president, and a Secretary. The Director of Outreach and Engagement Department and the Manager of the Alumni Relations Office are members of the ABOD by virtue of their positions, but they are not entitled to participate in voting.



2. The President of the Association, the vice president and the secretary shall be elected from among the members of the ABOD at the first meeting of the new term of the Board.
3. The term of office of the ABOD shall be three years, and they may be re-elected for one additional term - only.
4. The President of the Association chairs the meetings of the ABOD.
5. In the event of the absence of the president of the Association or his inability to carry out his duties, the vice president of the Association performs the duties of the president in addition to his duties, in accordance with what is specified in the bylaws of the Association.
6. The Director of Outreach and Engagement Department shall, by virtue of his position, be the Executive Director of the Association, and ensure that the Alumni Relations Office team performs the tasks and duties of the daily work of the Association.

c. Meetings

1. The ABOD meets at least twice in each academic year, on dates determined by the Director of Outreach and Engagement Department, after consulting with the president of the Association.
2. The budget of the ABOD shall be within the budget of the Outreach and Engagement Department, in addition to the funds provided to the Association by the sponsors.
3. The financial year of the Association begins with the beginning of the financial year at the University, and the Association spends its funds and assets in accordance with the approved University budget. All the assets of the Association shall be transferred to QU if it is decided to dissolve the Association.
4. The quorum of the ABOD meetings is complete with the attendance of at least half of the Board's members, provided that the President of the Association or the vice president of the Board is among them. The word "Present" means personal attendance, or if the necessary facilities and means are available via video or telephone communication, when the meeting quorum is complete.

d. Committees



1. The ABOD shall have a steering committee that will undertake the tasks of supervising graduate programs and other activities.
2. The BOD may from time to time form other permanent committees as assigned.
3. Members of the Steering Committee are not allowed to chair the permanent committees of the Association.
4. The permanent committees must be chaired by members of the ABOD, and membership in those committees is open to any member of the BOD, University alumni and representatives of some of the university's internal bodies as needed.
5. The ABOD may form special committees as permitted by the Association's bylaws.

e. Association Chapters

Chapters of the Alumni Association may be formed in accordance with the Association's policies and bylaws. The ABOD may, from time to time, invite representatives of those chapters to attend meetings of Board and/or work on the Board's committees, provided that the invited representatives of the Association's chapters are not entitled to vote on the ABOD or any of the committees.

5. Amending the Association's policies and bylaws

The Association's policies and bylaws may be amended according to the following principles and procedures:

1. The Outreach and Engagement Department shall, under the directives of the Steering Committee of the ABOD formulate the required amendments to the Association's bylaws.
2. Amendments are considered effective if approved by two-thirds (2/3) of the members present at the meeting in an ordinary session.

6. Amending the Association's Charter

The Association's charter may be amended according to the following principles and procedures:

1. The Steering Committee, in accordance with the directives of the ABOD, formulates a proposal for such amendments.



2. The Steering Committee presents the proposed amendments to the ABOD for approval, and submits them to the Executive Committee of the University's Board of Regents for approval and endorsement in its final form.

3. The Executive Committee of the University Board of Regents has the right to amend the charter, cancel it, or dissolve the Association.

7. Effectiveness

The charter of the Association becomes effective after its ratification by the Executive Committee of the Board of Regents of Qatar University.