



## Constitution of The Alumni Association Sir Salimullah Medical College (SSMC)–Abroad

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### **ARTICLE I: NAME**

The name of the Association shall be the: “**Alumni Association of Sir Salimullah Medical College –Abroad**” hereinafter will be referred to as the Association.

### **ARTICLE II: OBJECTIVES**

The purpose and objectives of the Association shall be to

- a) Promote the best interests of Sir Salimullah Medical College and Mitford Hospital
- b) Help improve quality of medical education, training and research
- c) Exchange education and skills
- d) Improve communication between the college and alumni
- e) Aid the college in any form for future development
- f) Sponsor social and professional activities
- g) Collaborate with existing alumni association of the college

### **ARTICLE III: MEMBERSHIP**

Section 1.

The membership of The Association shall be composed of regular and honorary membership

Section 2.

Regular members shall be the graduates of Sir Salimullah Medical Medical College, Dhaka, Bangladesh living abroad.

Section 3.

Honorary membership shall be elected by Executive Committee for significant contribution to further the objectives of The Association.



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### Section 4.

Only members in good standing may be eligible to vote or be elected for office or Board. In order to be in good standing, member must pay annual dues and must comply with the rules and bylaws of the Association.

### Section 5.

Annual dues shall be determined by Executive Committee and payable during the fiscal year.

### Section 6.

The fiscal year of The Association shall be from July 1 to June 30 of each calendar year

## **ARTICLE IV: OFFICERS**

### Section 1.

The officers of the Association shall comprise of a President, Vice President, Immediate Past President, President Elect, Secretary/Treasurer, Annual Fund Chair and 3 (three) Members at Large.

### Section 2.

Officers must be regular members in good standing. Offices shall be held for a term of two years. There shall be no limit on terms.

### Section 3.

The president shall be the presiding officer of all meetings of the Association/Board. He/she shall play the leading role to achieve the objectives of the Association. The President with the advice of the executive committee shall have the power to fill any position that may become vacant unexpectedly.



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### Section 4.

The Vice President shall take over the role of president in the event the President cannot perform his duties.

### Section 5.

The Secretary/ Treasurer shall play the role of the heart of the Association. He/she shall be responsible for keeping records of proceeding of meetings, giving due notices for meetings, reviewing and distributing the minutes of the Association and Board meetings. He/she shall oversee the fund and by the order of the Executive Committee according to constitution, shall disburse the funds. He/she shall each year present a report to the Executive Committee and members of the Association.

### Section 6.

The President with the advise of Executive Committee may appoint a student member/liaison if such appointment is deemed necessary. The President in consultation with the Executive Committee shall decide criteria of such appointment.

## **ARTICLE V: ELECTION OF EXECUTIVE COMMITTEE MEMBERS**

At least 180 days before the end of term, the President with the advise of executive committee shall form a nomination committee. The Nomination Committee shall invite nominations within 90 days of its formation. If there are multiple candidates for an office, voting will be held during general meeting of the Association.

## **ARTICLE VI: COMMITTEES**

The President when necessary may designate special committees. The Executive Committee must approve such committee.

## **ARTICLE VII: MEETINGS**

### Section 1.

The Executive Committee shall meet three times a year. Such meetings can be done via teleconference or web conference.



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### Section 2.

The Association shall arrange a convention once every 2 years. However yearly convention can be arranged if the President and Executive Committee desire.

### Section 3.

In the event a vote is required and a meeting cannot be arranged due to circumstances beyond control, e-mail voting will be acceptable.

### Section 4.

A proxy to vote must be made in writing to the President by the voting member.

## **ARTICLE VIII: AMENDMENTS**

Amendments to this constitution can be made by two-thirds majority of the Executive Committee. Any amendments adopted by Executive Committee must be approved by majority of the voting members. Amendments shall be effective immediately upon adoption.