

Constitution of the Alumni Association of the Department of Chemistry
Faculty of Science, University of Kelaniya
September 2022

1. Name:

The name of the Association shall be the **Alumni Association of the Department of Chemistry, Faculty of Science, University of Kelaniya, Sri Lanka**, hereinafter referred to as 'the Association'.

2. Objectives:

The objectives of the Association shall be as follows:

1. To promote fellowship and networking between members of the Department and its alumni
2. To promote the interest of the Alumni to engage in activities for the well-being of the Department
3. To provide a platform through which Alumni may support for the advancement of academic excellence of students at the Department of Chemistry
4. To provide a platform to assist students in B Sc and B Sc honors degree programs taking chemistry as a subject through transferring knowledge and experience, mentoring programs, financial assistance for needy students, recognizing their achievements, etc.
5. To initiate programs for the benefit of the alumni

3. Patron:

The Head of the Department of Chemistry shall be the Patron of the Association.

4. Membership:

There shall be two categories of members.

4.1 Ordinary members

- a. Any person who is a graduate of the Faculty of Science of the University by following
 - i. an honors degree program in Chemistry/ Biochemistry or
 - ii. B Sc degree program with Chemistry as a subject
- b. Any person who is a postgraduate of the Faculty of Science of the University by following a postgraduate program in Chemistry or Biochemistry

- c. Academic staff members of the Department of Chemistry

4.2 Honorary members

Any person who has rendered distinguished service to the Department of Chemistry of the Faculty of Science of the University may be nominated by the Executive Committee and elected by the Association as an honorary member.

4.3 Admission to Membership

Members in both categories are entitled to receive life membership provided that they have fulfilled the admission requirements.

4.3.1 Ordinary Membership

- a. A duly perfected application should be made to the Association on the prescribed form with the membership fee of LKR 1000.00.

4.3.2 Honorary Membership

- a. Nomination and selection for honorary membership are made by the Executive Committee of the Association
- b. A duly perfected special application should be made to the Association on the prescribed form

5. Office Bearers and the Executive Committee

5.1 The Office Bearers of the Association shall be the following.

- a. President
- b. Vice-President
- c. General Secretary
- d. Assistant Secretary
- e. Treasurer
- f. Assistant Treasurer

5.2 The executive Committee of the Association shall consist of the following persons.

- a. The office bearers of the Association
- b. Eight Executive Committee members
- c. The immediate past president of the Association

5.3 Election of Office Bearers and Executive Committee Members

- a. The office bearers of the Association shall be nominated by the Executive Committee and elected at an annual general meeting and shall hold the office for a period of one year.

- b. The eight executive committee members shall be elected at an Annual General Meeting and shall hold office for a period of one year.
- c. The office bearers and the eight executive committee members shall be eligible for re-election.

6. Committees

6.1 There shall be appointed the following standing committees on

- a. Development of the Department of Chemistry
- b. Enhancing student relations with the department, promoting academic excellence of students and recognizing their achievements
- c. Launching mentoring programs and assisting students with financial difficulties through a scholarship program
- d. Promoting programs for the benefit of the Alumni
- e. Reunions

6.2 The Executive Committee shall have the exclusive power to appoint any committee other than above, based on the requirements.

6.3 Each of the Committees shall be elected at the Annual General Meeting upon the recommendation by the Executive Committee for a period of one year. Members of such Committees shall be eligible for re-election.

6.4 Each of the Standing Committees shall consist of five members, one of whom shall be a member of the Executive Committee.

7. Meetings

7.1 There shall be an Annual General Meeting of the Association held in December

7.2 A special meeting of the Association shall be convened by the General Secretary of the Association at the written request of not less than twenty members, Executive Committee or the Head of the Department.

7.3 The Executive Committee shall meet at least three times a year.

7.4 Meetings shall be held virtually and/ or in person as decided by the executive committee.

8 Legal and Financial Matters

- 8.1 All cheques, drafts and orders for the payment of money, notes or other evidence of indebtedness issued in the name of the Association shall be signed by the President or the Vice President, and the Treasurer.
- 8.2 All funds of the Association shall be deposited to the credit of the Association in such banks or other depositories as the Executive Committee may elect.
- 8.3 The Executive Committee may accept on behalf of the Association any gift for a general purpose or for any special purpose of the Association.



Prof. C. K. Jayasuriya
Head
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17th September 2022