

CONSTITUTION OF PERADENIYA DENTAL FACULTY ALUMNI ASSOCIATION

1. INTERPRETATION.

The Association	-	Peradeniya Dental Faculty Alumni Association;
The Faculty	-	Peradeniya Dental Faculty and includes; University of Ceylon; University of Ceylon, Peradeniya University of Sri Lanka, Peradeniya Campus University of Peradeniya, Sri Lanka.
Registrar	-	Registrar of Societies
Prescribed	-	Prescribed under the by-laws or Supplementary rules of the Association

Word importing the singular number includes the plural number and Vice-versa.

Words importing the masculine gender includes the feminine gender.

2. NAME.

The Association shall be known as – **PERADENIYA DENTAL FACULTY ALUMNI ASSOCIATION.**

3. REGISTERED OFFICE.

The registered office (Secretariat) of the association shall be situated at, Faculty of Dental Sciences. University of Peradeniya. Peradeniya but may be changed at the discretion of the Executive Committee.

The Registrar shall be duly notified of any changes.

4. OBJECTS.

The objects of the association shall be –

- (a) To promote and support the maintenance of high standards of dental education in Sri Lanka and at the Peradeniya Dental Faculty in particular.
- (b) To encourage, foster, and promote close relations between the Dental Faculty and its alumni and among the alumni themselves.
- (c) To assist and support financially and otherwise, the Dental Faculty and the alumni.
- (d) To initiate, assist and support activities which are of interest and benefit to the alumni.

- (e) To promote the interest of alumni association in the affairs of the Dental Faculty and to ensure that programmes are developed for the benefit of the alumni.
- (f) To promote close relations between alumni and students of the dental faculty and to support students welfare programmes.
- (g) To provide exchange of information between alumni and the Dental Faculty and its students.
- (h) To promote any other object which may enhance and compliment the above objectes.

5. FUNDS.

- (a) The funds of the association shall only be the applied to achieve the objects of the association.
- (b) Any funds not immediately required for the purposes of the association may be invested in such manner as the executive committee shall determine from time to time.

6. PATRON.

The Vice Chancellor of the University of Peradeniya, Sri Lanka, shall, ex-officio, be the Patron of the association.

7. MEMBERSHIP.

- (a) The number of members of the association is not limited.
- (b) Membership of the association shall be of two categories –
 - i. Ordinary; and
 - ii. Honorary
- (c) A person eligible for ordinary membership is any person-
 - i. Who has been an undergraduate or post-graduate student in the dental faculty; or
 - ii. Who is or has been a member of the academic staff or of the Faculty Board of the Dental Faculty; or
 - iii. Who possesses a university degree or an equivalent qualification and is or has been a member of the non-academic staff of the Dental Faculty.
- (d) A person eligible for honorary membership is, a person –
 - i. who is not eligible for ordinary membership; and
 - ii. who has recorded distinguished service to the dental faculty and is elected to Honorary Membership in terms of rule 8 (c) hereof.

8. ADMISSION OF MEMBERS.

- (a) Application for ordinary membership shall be in writing or as prescribed under the by-laws or supplementary rules of the association.
- (b) The executive committee shall have the power to refuse an application for membership of any person not eligible under rule 7(c) hereof.
- (c) The associations may, elect any person eligible under rule 7(d) hereof as an Honorary Member of the association.

9. LIFE MEMBER.

- (a) Any ordinary members who has paid the prescribed Life Membership fee; or
 - (b) Any Honorary Member elected under rule 8(c) hereof;
- Shall be deemed to be a life member of the association.

10. ADMISSION FEES AND SUBSCRIPTIONS.

- (a) Every person whose application for ordinary membership has been accepted by the Executive Committee shall pay to the association the following fees as may be prescribed:
 - i. Admission fee;
 - ii. Annual subscription;
 - iii. Life Membership fee.
- (b) All fees prescribed under these rules shall be effective only after confirmation at a general meeting of the association.

11. BENEFITS AND RIGHTS OF MEMBERS.

- (a) Every ordinary member shall be entitled to all the benefits that may become available to the association including the right –
 - i. to receive, notice of meetings, reports, copies of audited accounts and other Communications.
 - ii. to attend and vote at meetings;
 - iii. to be elected to the executive Committee; and
 - iv. to inspect the books of the association subject to such conditions which may be imposed by the Executive Committee.
- (b) Every honorary member shall be entitled to receive notice of meetings, reports, copies of audited accounts and other communications and participate in the activities of the association; but shall have no right to vote or be elected to hold any office.

12. EXECUTIVE COMMITTEE.

(a) (1) The executive committee of the association shall be comprised of the following office bearers.

- i. The President
- ii. Two Vice-Presidents
- iii. The General Secretary
- iv. Two Assistant Secretaries
- v. The Treasurer
- vi. The Assistant Treasurer
- vii. The Editor
- viii. Ten Committee Members (To be as far as possible representative of the different batches of alumni)

(2) The Dean of the Faculty of Dental Sciences who shall be, Ex-officio, a member of the executive committee; and

(3) One representative nominated by the Faculty Board.

(b) A member shall not be elected to the same office for more than three years consecutively.

All elected office bearers shall hold office till the end of the annual general meeting in the next following year.

The executive committee shall have the authority to take steps to implement to objects, administer the fund and carry out the decisions of the members and such authority shall include the authority –

- i. to open and operate Bank Accounts;
- ii. to fill any vacancy in the Executive Committee for the remaining period;
- iii. to borrow, receive and accept money, gifts and donations and to incur expenditure considered necessary;
- iv. to appoint sub-committees for specific purposes and to make rules for their conduct;
- v. to hold and regulate meetings of the Executive Committee; and
- vi. to exercise all such powers of the associations which are not by these rules, expressly or by implication required to be exercised by the members at a general meeting.

The quorum for a meeting of the executive committee shall not be less than seven

13. GENERAL MEETINGS.

- (a) The annual general meetings of the association shall be held on or before 31st March each year.
- (b) Special general meeting may be convened by the executive committee.
- (c) The date, time and place of meetings may be fixed by the executive committee and fourteen clear days' notice shall be given, specifying the business to be transacted.
- (d) A special general meeting shall be convened on the requisition of not less than one tenth (1/10) of the members

In default of a meeting being convened within one month from the date of a requisitionists may themselves convene the meeting.

- (e) Other than any special business of which due notice has been given, the business to be transacted at the annual general meeting shall be –
 - i. to consider the annual report of the secretary;
 - ii. to consider the audited statement of accounts;
 - iii. to elect office bearers for the ensuing year; and
 - iv. to appoint an auditor
- (f) The quorum for a general meeting shall be one third the number of members.

14. VOTES.

- (a) Unless otherwise provided for in these rules, decisions of the Executive Committee and of general meeting shall be by simple majority.
- (b) Each member shall be entitled to one vote on any matter except where the opposing votes are equal, when the chairman for the time being of the meeting, shall have a second or casting vote.
- (c) No member shall be entitled to vote by proxy.

15. ACCOUNTS AND AUDIT.

- (a) The Honorary Treasurer shall maintain proper books of accounts with regards to the receipts, funds, effects and expenditure of the association.
- (b) The financial year of the association shall end on 31st day of December each year.
- (c) The honorary Treasurer and president or Honorary Secretary shall sign cheques drawn on the association's accounts or for any other moneys withdrawn from Bank Account.
- (d) The accounts of the association shall be audited by a Public Auditor who shall be appointed at the annual general meeting of the association.
- (e) The auditor, who shall not be a member of the Executive Committee, may be paid such fee as may be approved by the executive committee.

16. CESSATION OF MEMBERSHIP.

- (a) Membership of the association shall cease when a member –
 - i. resigns or dies;
 - ii. is removed by the Executive Committee for non payment of subscription for two consecutive years;

provided such removal shall take effect only after written notice of the arrears is given to the member and the default continues after the date stipulated for payment in the notice.
 - iii. A member removed under this rule may be re-admitted by the executive committee on payment of all arrears due.

17. SUPPLEMENTARY RULES OR BY-LAWS.

Subject to any restrictions contained herein, the Executive Committee may, from time to time, formulate any rules or by-laws considered necessary for the effective implementation of the activities of the association. Such rules or by-laws shall, not supercede or be substituted for but, only be ancillary to the provisions contained herein.

18. ALTERATIONS TO THE RULES.

The association may enact, alter or rescind any rules provided –

- a) a resolution is first passed at a meeting of the Executive Committee by a majority of not less than two thirds the total number of members of the Executive Committee; and

- b) the same resolution is passed by a simple majority at a general meeting of the association of which 14 days' notice is given specifying the intention to propose the resolution.

No amendment to the constitution shall be valid until two copies of same, signed by three members and the General Secretary have been sent to and registered by the Registrar.

19. DISPUTES.

- a) All disputes between the association and any of its members or any person claiming through a member or under the rules, shall be referred to a sub-committee or independent person or persons appointed by the Executive Committee for the purpose, and the findings of such sub-committee, person or persons shall be binding on all parties to the dispute.
- b) Where there is no agreement on the appointment of a sub-committee or independent person or persons as aforesaid by the Executive Committee, the dispute shall be referred to arbitration by a mutually acceptable body or person.

20. STATUS AND DISSOLUTION.

The association is a body corporate with perpetual succession, a common seal and with limited liability. It may be wound up by an instrument of dissolution or under supervision of a Court.

21. THE SEAL.

The association shall have a common seal which shall be affixed with the authority of the Executive Committee and signed by the President and either the General Secretary or Treasurer.

22. DUTIES OF PRINCIPAL OFFICE BEARERS.

- a) The president shall preside at all meetings of the Executive Committee and general meetings, direct and coordinate the activities, interpret and clarify any questions of procedure, delegate any of his functions to the Vice Presidents of others and generally exercise the powers normally identified with that position.

- b) The General Secretary shall be the custodian of all the records of the association and generally carry out the decisions of the Executive Committee and of general meetings. He shall also –
- i. maintain a register of the names, addresses, occupations, dates of admission and cessation of members
 - ii. ensure due compliance with the provisions of the Societies Ordinance.
 - iii. Prepare and present the annual report at the annual general meeting.
 - iv. Delegate and share with the Assistant Secretaries his functions.
- c) The Treasurer shall advice and assist in all financial matters; and
- i. maintain proper books of accounts with regard to all receipts, funds, effects and expenditure of the association;
 - ii. Prepare and present the audited statements of accounts at the annual general meeting.