

## Articles of JSPS Alumni Club in Finland

### ARTICLE 1: Name

- (1) The name of the organization shall be “JSPS Alumni Club in Finland”, and shall hereafter be referred to as ‘The Club’.

### ARTICLE 2: Objectives

The objective of the Club is to promote scientific exchange between Finland and Japan in contact with JSPS. In pursuit of this objective, the Club will carry out the following activities:

- (1) To provide personal and expert guidance to researchers in Finland concerning JSPS Fellowship Programs and to support Japanese researchers working in Finland.
- (2) To exchange information among the Club’s members.
- (3) To conduct joint activities with academic institutions and science promotion agencies.
- (4) To collect and disseminate information regarding science, technology, society and culture.
- (5) To conduct other appropriate activities.

### ARTICLE 3: Program Year

The fiscal year for the Club’s program runs from 1 April until 31 March.

### ARTICLE 4: Membership

- (1) There are three categories of membership: regular member, associate member and honorary member.
- (2) All persons who have participated in a JSPS program are eligible for regular membership.
- (3) Individuals and organizations who are interested in pursuing and achieving the Club’s objectives are eligible for associate membership.
- (4) Persons who have a distinguished record of promoting scientific exchange between Finland and Japan are eligible for honorary membership.
- (5) Applications for membership shall be made to a designated board member. The board decides the membership.
- (6) Each regular member is allotted one vote to cast in decision making matters at general assemblies.
- (7) A regular member may delegate in writing his/her vote to another regular member.
- (8) The Club reserves the right to introduce a membership fee at any time.
- (9) Membership will be terminated in the following cases:
  - 1) Death of the member
  - 2) Notice to a board member of the Club.
  - 3) Expulsion from the Club. A member whose actions are clearly deemed detrimental to the Club may be expelled by the decision of the board. In such cases, an expulsion notice is to be sent to the member by registered mail with a signed receipt of delivery. The member may appeal to the decision through a written letter

addressed to the board within a period of one month. The general assembly will render a decision on the appeal.

#### **ARTICLE 5: Organization**

The Club incorporates a board and a General Assembly.

#### **ARTICLE 6: Board**

- (1) The board comprises of five to eight members: a chair, vice-chair, and others. Only regular members are eligible to hold these positions.
- (2) The board performs the following functions:
  - 1) Drafts Program Plans
  - 2) Drafts annual budgets
  - 3) Other: Performs other functions not stipulated under these articles
- (3) A quorum is comprised of the attendance of chair or vice-chair plus at least two other board members.
- (4) The board's decisions may be made through the holding of meetings or by way of letter, telephone, fax or e-mail. In case of disagreement open voting is made; if votes are even the chair's vote will be decisive.
- (5) The chair is the official representative of the Club.
- (6) The Chair is elected at GA and the term starts the following April 1. If an ordinary board member is elected Chair, the term of office shall start anew.
- (7) The vice-chair assists the chair, and supervises activities of the Club. He/she also performs the functions of the chair in the absence of the chair.
- (8) The Vice-Chair is elected at GA and the term starts the following April 1. If an ordinary board member is elected Vice-Chair, the term of office shall start anew.
- (9) All board decisions will be recorded in the minutes.
- (10) The term of office for board members is three years. The term of office shall start April 1 and end on March 31 three years later (e.g. from April 1 2016 to March 31 2019 is one term). Until a re-election of the committee is held, the member is to remain in office. If a member resigns his/her post in mid-term, the board should select another person to fill the remainder of the term.
- (11) Board members can be re-elected multiple times with no restriction. However, if new candidates are available, they are given priority over the more than two terms serving members.
- (12) Elections of board members will be made at the General Assembly.
- (13) Board members may be dismissed by a 75% vote of all a General Assembly, if they are found to act in a serious violation of these Articles.
- (14) The Chair of the Board invites the board meeting at least 5 days before the meeting.

#### **ARTICLE 7: General Assembly**

- (1) The General Assembly comprises all of the Club's regular members.
- (2) The chair or vice-chair sends an individually addressed invitation by letter, telephone, fax or e-mail to each regular member at least two weeks before convening a meeting of the General Assembly. The invitation should include the meeting agenda established by the board.
- (3) The General Assembly makes the following decisions:

- 1) Election of the chair and secretary of the meeting
  - 2) Election and dismissal of board members
  - 3) Establishing and amending the Club's articles
  - 4) The Club can only be dissolved by the decision of two consecutive General Assemblies. Rendering decisions on expulsion appeals
  - 5) Appointment of honorary members
  - 6) Other issues
- (4) Minutes shall be taken of the General Assembly and all decisions made recorded in them. The minutes shall be signed by the chair and the person who wrote them.
  - (5) Decisions are made by a majority vote (except in the case of dismissing officials).
  - (6) To vote on the above matters, a quorum of at least 20% of members or at least 10 members are required, or represented by a written delegation of voting authority (this will include votes by e-mail).
  - (7) Only regular members are eligible to vote. Associate members and JSPS staff are welcome to attend, but they are not eligible to take part in votes.
  - (8) When a written request made by at least 10% of the members (including e-mails) or by at least three board members to convene a meeting of the General Assembly, the board must do so without delay. The request must be in the interest of the Club and include a clear explanation of the objective and reason for holding the meeting.

#### **ARTICLE 8: Program Plan**

The Club shall submit a Program plan to JSPS once a year.