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**CHARTER FOR THE ASSOCIATION "QA Alumni"**  
**Revised (05/09/2016)**

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# **CHARTER FOR THE ASSOCIATION "QA Alumni"**

Adopted at founding general assembly, Jan/12/2015

Revised Sep/5/2016 to be adopted January 2017

## **§1 – Name**

§1.1 The name of the association is: "QA Alumni".

## **§2 - Place of registry**

§2.1

The association is registered as belonging at the Faculty of Humanities, University of Copenhagen (hereafter Faculty of Humanities). Its address is:

The Faculty of Humanities

University of Copenhagen

Karen Blixens Vej 4

2300 Copenhagen S

## **§3 - Purpose**

§3.1

The purpose of the association is to facilitate and run the alumni programme for the QA Programme at the Faculty of Humanities. The programme consists of volunteer students/non-students at the faculty/non-faculty who will keep the QA network in Denmark and abroad, by organizing events (such as workshops, seminars, dinners etc).

## **§4 - Membership**

### §4.1

Any person who has been accepted as either mentor or mentee, and has been a member of the QA Programme, will be a member of QA Alumni.

### §4.2

There will be two types of membership: automatic and paid membership. Both types of members hold the right to vote in the QA General Assembly.

### §4.3

Paying members will have privileges when the QA Alumni Board so decides to create activate the privileges. This can for example be in giving preference to paying members at events or hosting events only for these.

Furthermore, it is incumbent upon the QA Alumni Board to consider comments and recommendations from paying members that address the administration, strategy, and day-to-day management of the QA Alumni to a larger degree than such recommendations from non-paying members.

Non-paying members can at any point become a paying members by following the steps on the associations website.

### §4.4

Non-paying members will not have abovementioned privileges or any say in the administration, strategy, and day-to-day management of the QA Alumni.

### §4.5

There is no period restriction of a membership.

### §4.6

The membership-fee is EURO 3.50 to be payed twice a year.

#### §4.8

The membership-fee is applicable to change given economic inflation, unforeseen circumstances etc. Changes must be approved by the board before change is applied.

#### §4.9

Non-paying members can run for a position in the board. Upon being elected for the board, they are obliged to contribute to the association via the membership fee.

### **§5 - General Assembly**

#### §5.1

The general assembly is the association's highest authority.

#### §5.2

A general assembly must be held once a year. This assembly should, as far as possible, be held in January.

#### §5.3

Elections for posts on the board will be held online or by other available means so as to give candidates and members not located in Denmark access to the GA and the election. The functioning board will make necessary accommodations for this. However, postage, electronic equipment, access to internet etc. will not be provided.

1 month prior to the general assembly, possible candidates must have been selected/presented themselves. Information concerning their wishes (what they will do) and so on must be sent 3 weeks prior.

Electronic elections will be held 2 weeks prior to the general assembly electronically.

Election of president, vice-president, treasurer, regular board members and alternates is completed by simple majority vote.

#### §5.4

It is recommended to the QA Alumni Board to be the host of an event where the QA results will be announced.

#### §5.5

At an event such as recommended in §5.4, it will be suitable to invite members to submit topics of relevance to the administration and strategies of the association. Suggestions to be discussed at the event is highly recommended to be shared with the president of the board at the latest 3 days in advance of the general assembly event.

### **§6 - Extraordinary general assembly**

#### §6.1

An extraordinary general assembly must be announced with a minimum of 14 days warning. Members should be invited via e-mail and any other channels that the president sees fit.

#### §6.2

An extraordinary general assembly must be announced by the president of the association if at least fifteen members of the association or the Faculty of Humanities require it.

#### §6.3

The agenda must contain the following points, as a minimum:

1. Formalities
2. Incoming suggestions
3. Other

### **§7 - Board**

#### §7.1

The board is responsible for the daily management of the association, and is chosen by and among the members of the association, who have given their vote either by presence at the GA or through other media as describe under 5.2

## §7.2

The board consists of 5-10 members, 7-10 is advised.

## §7.3

It is expected that board members are paying members, see §4 for specifics and §7.5.

## §7.4

If activities and events are arranged by QA Alumni it is up to the board to decide if they are limited to paying members, all members and if extra fees should be charged.

## §7.5

To run for board, members must be only QA Alumni and not QA Programme members.

## §7.6

In order to constitute a board, three to ten people must be elected and the three roles of President, Vice President and Treasurer must be filled. However, one person can take on both the role of President and Treasurer or Vice President and Treasurer.

## **§8 - Finances**

### §8.1

The association can be represented by the president when dealing with external actors and agreements, except with regards to interactions with the association's bank, where special rules apply. See paragraph 8.3 for rules on interactions with the bank.

### §8.2

The elected board is responsible for the administration and usage of the association's finances in accordance with the guidelines contained in paragraph 3, on the association's purpose. The board is covered by normal Danish juridical practice with regards to indemnity. The board is not personally responsible for the financial responsibilities of the association.

### §8.3

The association can be represented by either the president or the treasurer when

interacting with the association's bank. This rule applies under the condition that another board member is given oversight over the bank proceedings by way of the ability to view transactions through for example online bank.

## **§9 - Accounting and revision**

### §9.1

The board, hereunder the treasurer, makes an inventory of its accounts, by way of a financial statement at the end of the board period.

## **§10 - Articles of the charter and the dissolution of the association**

### §10.1

The articles of the charter can only be changed by an ordinary general assembly, and only if 2/3 of the members attending this general assembly vote in favour of this change.

### §10.2

The dissolution of the association likewise demands a 2/3 majority vote amongst the attending members.

### §10.3

An exception to the above rule, is if it is the case that a suggestion towards dissolution, after having been rejected at a general assembly in accordance with the above, is voted in favour of by at least half of the attending members at a new general assembly, announced with the purpose of a decision regarding the dissolution of the association.

### §10.4

If the association is dissolved, remaining unused funds must be donated to the QA Programme at the Faculty of Humanities at the University of Copenhagen, with the condition that they be used to improve the study environment for all students at the Faculty.

### §10.4b

If the QA Programme is no longer in existence, the remaining funds must be given to the Faculty of Humanities at the University of Copenhagen, with the condition that they be used to improve the study environment for all students at the Faculty.

## **§11 - Additional – paragraphs not applicable to the above paragraphs**

### §11.1

The QA Alumni page should follow the artistic style, wording and naming of the QA Programme in order to preserve the visual and other artistic relationship to the programme.