

## **Nagaoka University of Technology Alumni Association Rules**

### **Chapter 1: General rules**

(Name)

Article 1: The name of the Association is the Nagaoka University of Technology Alumni Association.

(Office)

Article 2: The office of this Association is located within the precincts of the Nagaoka University of Technology (1603-1 Kamitomiokamachi, Nagaoka, Niigata, Japan). (Address added on March 10, 2007)

(Branch office)

Article 3: The Association may establish branch offices at locations as required upon approval under these general rules.

### **Chapter 2: Objectives and activities**

(Objective)

Article 4: The objectives of the Association are to promote mutual communications, friendship, and educational activities among members, and contribute to the development and support of Nagaoka University of Technology (hereinafter, the “University”).

(Activities)

Article 5: In order to achieve the objectives stated in the previous Article, the Association carries out the following activities:

1. Communications with Association members and the University
2. Publication of a roster of members
3. Publication of newsletters
4. Future planning of the Association
5. Sponsorship activities for the University
6. Other activities required for achieving the stated objectives

### **Chapter 3: Membership**

(Type of members)

Article 6: The Association offers the following types of membership:

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|----------------------|--|
| (1) Regular member   | a. Alumni of the University’s Graduate Schools<br>b. Graduates of the University’s undergraduate courses (excluding those who advanced to the University’s Graduate Schools)<br>c. Others who have similar qualifications to the above and who are approved by the board |
| (2) Associate member | a. Students of the University’s Graduate Schools<br>b. Undergraduate students of the University<br>c. Others who have similar qualifications to the above and who are approved by the board  |
| (3) Special member   | a. Current and past faculty members of the University<br>b. Those who received a doctor’s degree from the University after submitting a doctoral thesis  |

## **Chapter 4: Officials and staffers**

### **(Officials)**

Article 7: The following officials are appointed in the University.

- (1) Chair: 1
- (2) Vice chair: 1 (appointed from the directors)
- (3) Director: 10 or more
- (4) Standing director: 2 or more (appointed from the directors)
- (5) Auditor: 2

### **(Appointment of officials)**

Article 8: 1. Chair, directors, and auditors shall be elected at a general meeting.  
2. Vice chair and standing directors shall be delegated by the chair from the directors.

### **(Duties of the chair and vice chair)**

Article 9: 1. The chair represents the Association and supervises its activities.  
2. The vice chair assists the chair.  
3. In the event that an accident befalls the chair, the vice chair shall act on behalf of the chair.

### **(Duties of directors)**

Article 10: 1. Directors organize the board and execute the Association's activities.  
2. Standing directors execute daily administrative activities.  
3. Standing directors may be salaried.

### **(Duties of auditors)**

Article 11: Auditors audit the Association's activities and accounting.

### **(Tenure of officials)**

Article 12: 1. The tenure of the chair and vice chair of the Association shall be two years, and the chair or vice chair shall be elected every year. Reappointment of the same person is permitted.  
2. The tenure of directors and auditors of the Association shall be two years, and half of the directors and auditors are elected every year. Reappointment of the same person is permitted.  
3. The tenure of officials who are appointed to replace a current member or to increase the membership shall be the remaining tenure of their predecessor or current members.  
4. Officials shall perform their duties until a successor is appointed, even after their tenure has finished.

### **(Staffers)**

Article 13: 1. Staffers may be appointed as necessary to administer the Association's activities.  
2. Staffers shall be appointed and dismissed by the chair.  
3. Staffers shall be salaried.

## **Chapter 5: Honorary chair and adviser**

### **(Honorary chair)**

Article 14: The president of Nagaoka University of Technology is welcomed as the honorary chair of the Association.

### **(Adviser)**

Article 15: 1. An adviser may be appointed for the Association.

2. An adviser is elected by the board and delegated by the chair.
3. The tenure of an adviser shall be three years. Reappointment of the same person is permitted.
4. An adviser may be consulted by the chair and deliver her or his opinions.

## **Chapter 6: Meetings**

(Board)

Article 16: In principle, the board shall meet twice a year, convened by the chair. However, the board can meet on a temporary basis when the chair determines it necessary.

1. The board discusses the following matters:
  - (1) Important matters related to the management of the Association
  - (2) Matters required to carry out activities of the Association
2. The board shall be presided over by the chair.
3. A resolution by the board requires a quorum of two-thirds or more of board members. However, those who express their opinions regarding the relevant agenda in writing in advance are deemed as attending.
4. The agenda of the board shall be determined by a majority vote of attending directors, and in case of a tied vote, the agenda shall be determined by the chair.

(General meeting)

Article 17: The general meeting is organized by regular members as stipulated in Article 6, Item 1.

1. In principle, a general meeting shall be held once a year, convened by the chair. However, it can meet on a temporary basis following a resolution to do so by the board.
2. The chair of the general meeting shall be determined by a mutual vote of attending regular members each time the meeting is held.
3. The general meeting resolves the following matters:
  - (1) Activities plan and budget balance
  - (2) Activities report and settlement balance
  - (3) Appointment of officials
  - (4) Revisions and repeal of these Alumni Association Rules
  - (5) Other important matters related to the management of the Association and deemed necessary by the board
4. The agenda of the general meeting shall be determined by a majority vote of attendees, and in case of a tied vote, the agenda shall be determined by the chair of the general meeting.

## **Chapter 7: Assets and accounting**

(Type of assets)

Article 18: Assets of the Association are classified into two types: reserves and current expenses.

1. Reserves are accumulated to accomplish activities stipulated in Article 5, Item 4, and they consist of the following items:
  - (1) Assets specified as “reserves” in the list of assets created when the Association was established

- (2) Assets resolved in the general meeting to be transferred to reserves
2. Items below shall be allocated to current expenses:
  - (1) Membership fees
  - (2) Income gained through our activities
  - (3) Donations
  - (4) Other income

(Management of assets)

Article 19: Assets of the Association shall be managed by the chair.

1. Resolutions of the board and the general meeting are required before carrying out activities that involve a decrease in reserves.

(Membership fee)

Article 20: Regular members of the Association shall pay an amount of 12,000 yen as a lifetime membership fee.

(Fiscal year)

Article 21: The fiscal year of the Association starts from March 1 every year and finishes at the end of February in the following year.

## **Chapter 8: Miscellaneous provisions**

(Bylaws)

Article 22: Bylaws required for implementing these Alumni Association Rules shall be determined separately by the chair after a resolution of the board.

### **Supplementary provisions**

1. These Alumni Association Rules are effective as of March 25, 1982.
2. Notwithstanding the provisions of Article 21, the first fiscal year after the Association was established is from the date of its foundation to March 31, 1983.

### **Supplementary provisions**

These Alumni Association Rules are effective as of March 25, 1989.

### **Supplementary provisions**

1. These Alumni Association Rules are effective as of March 25, 1996.
2. The provisions of Article 7 are not applied in the period from March 25, 1996 to March 31, 1997.

### **Supplementary provisions**

These Alumni Association Rules are effective as of April 1, 1997.

### **Supplementary provisions**

These Alumni Association Rules are effective as of April 1, 2001.

### **Supplementary provisions**

These Alumni Association Rules are effective as of April 1, 2009.