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ASPY Alumni CONSTITUTION

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PREAMBLE

We, the former students of the National Advanced School of Engineering Yaounde (hereinafter referred to as “Polytechnic”), mindful of the benefits when kinsmen and kinswomen come together, mindful of the power of association, mindful of the values of family and solidarity, mindful of the African philosophy of Ubuntu, conscious of the power of engineering to drive economic and social development in Cameroon and across Africa, and committed to fostering fellowship, excellence, leadership, and service among alumni, hereby establish this Association to be governed by this Constitution and its subsequent By-Laws.

ARTICLE I: NAME

1.1 The name of this organisation shall be the ASSOCIATION OF ANGLOPHONE ALUMNI OF POLYTECHNIC YAOUNDE, abbreviated ASPY ALUMNI (hereinafter referred to as “the Association”).

ARTICLE I-BIS: REGISTERED HEADQUARTERS

1-bis.1 The seat of the Association shall be located at the National Advanced School of Engineering Yaoundé (Polytechnic), situated in the Centre Region of the Republic of Cameroon.

1-bis.2 This venue shall constitute the administrative base for the Permanent Secretariat and shall house all institutional archives, physical property, and official documentation.

1-bis.3 The headquarters may be moved to a different location upon a resolution by the Senate, provided such relocation serves the strategic interests of the Association. Any change of address shall be notified to the competent Authorities and relevant partners in accordance with statutory requirements.

ARTICLE II: PURPOSE

2.1 The Association shall be a non-profit, non-political, and non-partisan organisation.

2.2 The purpose of the Association shall be to:

- (a) promote fellowship, solidarity, and mutual support among its members;
- (b) support initiatives of its members that align with the objectives of the Association, subject to approval by

the competent governing bodies;

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(c) build, maintain, and strengthen relationships with the Association of Anglophone Students of Polytechnic Yaounde (ASPY);

(d) build, maintain, and strengthen relationships with the National Advanced School of Engineering Yaounde;

(e) serve as an advisory and liaison body to the administration of the National Advanced School of Engineering Yaounde on matters affecting alumni and students;

(f) promote engineering, innovation, entrepreneurship, and technological advancement in Cameroon and across Africa;

(g) coordinate and promote activities, programs, partnerships, and fundraising initiatives consistent with the objectives of the Association;

(h) foster mentorship, professional development, and networking opportunities for members and students;

(i) contribute to the social, professional, and economic advancement of its members and the broader community.

(j) more generally, any activities related to engineering, education, technological advancements and in the interest of its members.

ARTICLE III: FISCAL YEAR

3.1 The fiscal year of the Association shall begin on the 1st of January and end on the 31st of December of the same year.

3.2 Exceptionally, the first fiscal year of the Association shall commence on the date of the first election of the Executive Committee.

ARTICLE IV: MEMBERSHIP

4.1 Categories of Membership

Membership in the Association shall consist of:

- (a) Regular Members;
- (b) Associate Members;
- (c) Honorary Members;
- (d) Founding Members.

4.2 Regular Members

The following persons shall qualify as Regular Members:

- (a) any holder of the GCE Advanced Level or equivalent qualification who has completed studies at

Polytechnic or attended Polytechnic for at least two academic semesters;

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- (b) students currently enrolled at Polytechnic shall not qualify for membership, except the sitting President of ASPY;
- (c) any friend of the Association who has contributed in any significant way to the welfare, development, or objectives of the Association and who is so admitted by the General Assembly;
- (d) any person who has fulfilled all financial obligations prescribed by the Association.

4.3 Founding Members

- (a) Any Regular Member who makes a special one-time financial contribution toward the establishment or operationalisation of the Association shall qualify as a Founding Member.
- (b) The minimum contribution and any associated privileges shall be determined by the Executive Committee and approved by the Board of Directors.

4.4 Associate Members

The following persons may qualify as Associate Members:

- (a) past or present academic staff members of Polytechnic designated by the Board of Directors;
- (b) individuals who have rendered meaningful support or service to the Association and are designated by the Board of Directors.

4.5 Honorary Members

- (a) Honorary Membership may be conferred by the General Assembly upon any individual who has rendered exceptional service to the Association, the engineering profession, or society at large.
- (b) Honorary Membership shall be granted upon recommendation of the Board of Directors.
- (c) Honorary Membership shall be granted for life unless otherwise decided by the General Assembly.

4.6 Membership Fees

- (a) Regular and Associate Members shall pay annual membership dues.
- (b) Membership dues and subscription fees shall be proposed by the Executive Committee and ratified by the General Assembly.

4.7 Rights and Obligations

- (a) All members shall be bound by this Constitution and the By-Laws of the Association.
- (b) Only Regular Members shall possess voting rights.
- (c) Associate and Honorary Members shall not vote nor hold elective office within the governing bodies of the Association.

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4.8 Termination of Membership

Membership shall cease upon:

- (a) resignation submitted in writing to the President or Secretary General;
- (b) failure to fulfil financial obligations as prescribed by the By-Laws;
- (c) expulsion by the General Assembly for conduct deemed prejudicial to the interests or reputation of the Association, upon recommendation of the Executive Committee or Board of Directors.

ARTICLE V: GENERAL ASSEMBLY

5.1 Status

The General Assembly shall be the supreme governing authority of the Association.

5.2 Powers

The General Assembly shall have the power to:

- (a) determine the general policies and orientation of the Association;
- (b) adopt and amend the Constitution and By-Laws;
- (c) elect members of the Executive Committee and Board of Directors;
- (d) approve annual budgets, financial reports, and audited accounts;
- (e) approve reports of activities of the Association;
- (f) approve membership dues;

(g) decide upon the dissolution of the Association.

5.3 Meetings

(a) The General Assembly shall meet at least once every fiscal year.

(b) Extraordinary sessions may be convened by:

- the Board of Directors;
- the Executive Committee; or
- at least thirty percent (30%) of Regular Members.

5.4 Notice

Notice of a General Assembly shall be communicated to members at least twenty-one (21) days prior to the meeting and shall specify:

- the agenda;
- the venue;
- the date and time;
- and where applicable, the virtual platform.

5.5 Digital Participation

Meetings and voting may be conducted physically or virtually through reliable digital platforms approved by the Executive Committee.

5.6 Records

The Secretary General shall maintain official records and minutes of all General Assemblies. Copies shall be archived at the Permanent Secretariat.

ARTICLE VI: BOARD OF DIRECTORS

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6.1 Role

The Board of Directors shall provide strategic oversight, institutional continuity, and long-term guidance to the Association.

6.2 Powers

The Board shall:

- (a) supervise the Executive Committee;
- (b) approve strategic plans and major institutional decisions;

- (c) ensure compliance with the Constitution and By-Laws;
- (d) initiate audits where necessary;
- (e) approve major expenditures as defined by the By-Laws;
- (f) safeguard the long-term vision and stability of the Association.

6.3 Composition

The Board of Directors shall consist of:

- (a) the sitting President of the Association;
- (b) the immediate outgoing President of the Association;
- (c) one elected representative per lustrum;
- (d) the sitting President of ASPY.

6.4 Chairman of the Board

- (a) The Board shall elect a Chairman from among its elected members.
- (b) The office of Chairman of the Board shall be incompatible with the office of President of the Association.

- (c) In the event of a tie, the Chairman shall have a casting vote.

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6.5 Term

Elected members of the Board shall serve a four-year term, renewable.

ARTICLE VII: SENATE

7.1 Composition

The Senate shall consist of:

- all members of the Board of Directors; and
- all members of the Executive Committee.

7.2 Purpose

The Senate shall serve as a strategic coordination and consultation body between the Board of Directors and the Executive Committee.

7.3 Functions

The Senate may deliberate on:

- (a) long-term strategic orientation;
- (b) institutional partnerships;
- (c) major projects and initiatives;
- (d) matters affecting the stability, reputation, or future of the Association;
- (e) any matter referred to it by the Board of Directors or Executive Committee.

7.4 Convocation

The Senate may only be convened by:

- (a) the Chairman of the Board of Directors; or
- (b) the President of the Executive Committee.

The notice convening the Senate shall specify the agenda of the meeting.

7.5 Chairing of Meetings

The person convening the Senate shall preside over the meeting unless the Senate elects another presiding officer for that sitting.

7.6 Nature of the Senate

The Senate shall primarily exercise advisory and coordination functions and shall not override powers

vested in the General Assembly, Board of Directors, or Executive Committee.

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ARTICLE VIII: EXECUTIVE COMMITTEE

8.1 Composition

The Executive Committee shall consist of:

- (a) a President;
- (b) a Vice President;
- (c) a Secretary General;
- (d) a Financial Secretary;
- (e) any additional officers necessary for the smooth functioning of the Association.

8.2 Role

The Executive Committee shall be responsible for the day-to-day administration and operations of the Association.

8.3 Term of Office

- (a) Members of the Executive Committee shall serve for a term of two years, renewable once consecutively.
- (b) No person shall serve more than two consecutive terms in the same office.

8.4 Powers

The Executive Committee shall:

- (a) implement policies and resolutions of the General Assembly;
- (b) prepare annual budgets and operational plans;
- (c) manage the daily affairs of the Association;
- (d) appoint committees subject to approval by the Board where required;
- (e) represent the Association in its external relations.

8.5 The President

The President shall:

- (a) preside over meetings of the General Assembly and Executive Committee;
- (b) serve as the principal representative of the Association;

- (c) coordinate the activities of the Executive Committee;

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- (d) appoint committees subject to applicable approvals.

8.6 The Vice President

The Vice President shall assist the President and assume the functions of the President in the latter's absence.

8.7 The Secretary General

The Secretary General shall:

- (a) maintain records and archives;
- (b) manage correspondence;

- (c) maintain membership and mailing lists;
- (d) issue notices of meetings.

8.8 The Financial Secretary

The Financial Secretary shall:

- (a) maintain detailed financial records;
- (b) prepare financial reports;
- (c) oversee banking operations;
- (d) ensure financial transparency and accountability.

ARTICLE IX: ELECTIONS

9.1 Elections shall be conducted not later than twenty-eight (28) days before the expiration of the mandate of the outgoing governing body.

9.2 Elections may be conducted physically or virtually through approved platforms.

9.3 Candidates shall be elected by simple majority vote.

9.4 Voting shall be conducted by secret ballot.

9.5 Procedures governing nominations and elections shall be detailed in the By-Laws.

9.6 Exceptionally, the first elections of the Association may be coordinated by the acting President of ASPY with the assistance of two voluntary members designated for that purpose.

ARTICLE X: REMOVAL FROM OFFICE

10.1 Any elected officer or director may be removed from office for misconduct, incapacity, negligence, or

violation of the Constitution.

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10.2 Removal shall require:

- (a) written charges;
- (b) notification to the officer concerned;
- (c) opportunity for defence;
- (d) a two-thirds majority vote of the General Assembly.

10.3 Voting for removal shall be conducted by secret ballot.

ARTICLE XI: STANDING AND SPECIAL COMMITTEES

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11.1 The Executive Committee may establish Standing or Special Committees in consultation with the Board of Directors.

11.2 Such committees may include:

- Entrepreneurship Committee;
- Mentorship Committee;
- Welfare Committee;
- Projects Committee;
- Think Tank Committee;
- Technology Committee;
- Mobilisation Committee.

11.3 Committee members shall serve voluntarily unless otherwise decided by the Executive Committee and approved by the Board.

11.4 The Executive Committee may dissolve a committee subject to approval by the Board.

ARTICLE XII: PERMANENT SECRETARIAT

12.1 The Association will establish a Permanent Secretariat composed of professional staff responsible for the daily administrative operations of the Association.

12.2 The Permanent Secretariat shall operate under the authority of the Executive Committee.

12.3 Salaries, benefits, recruitment procedures, and dismissals shall be governed by the By-Laws and approved budgets.

12.4 The Permanent Secretariat shall ensure the operational continuity of the Association and support all governing bodies and committees.

ARTICLE XIII: AMENDMENTS

13.1 Any Regular Member may propose amendments to the Constitution or By-Laws.

13.2 Proposed amendments shall first be reviewed by the Senate before submission to the General Assembly.

13.3 Amendments shall be adopted by a two-thirds majority vote of Regular Members present or participating virtually at the General Assembly.

ARTICLE XIV: INTERPRETATION

14.1 In the event of ambiguity in the interpretation of this Constitution, the General Assembly shall be the final authority of interpretation upon recommendation of the Board of Directors.

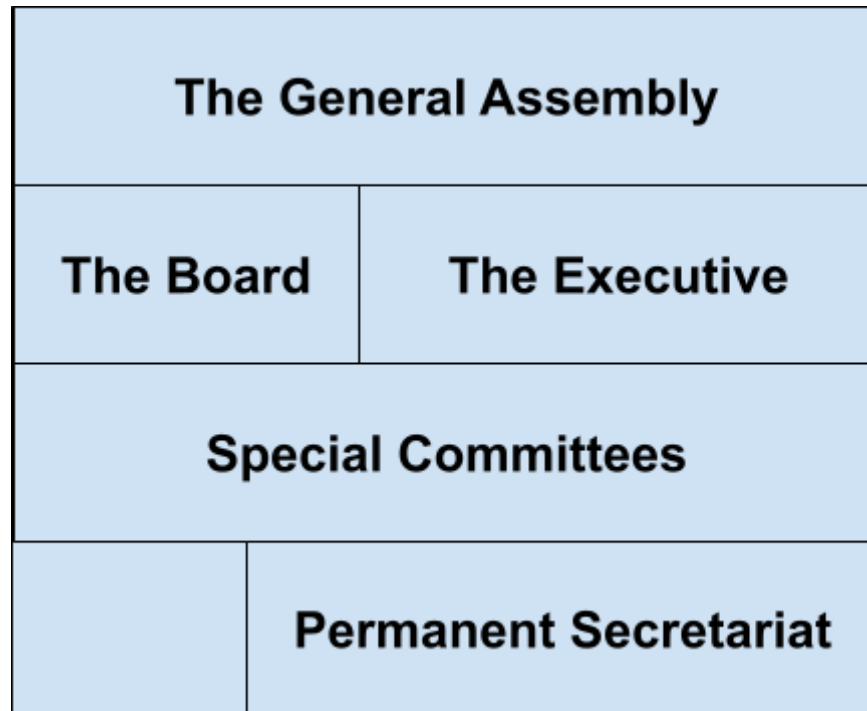
ARTICLE XV: DISSOLUTION

15.1 The dissolution of the Association shall require a two-thirds majority vote of the General Assembly.

15.2 Upon dissolution, all liabilities of the Association shall first be settled.

15.3 Any remaining assets shall be transferred to a non-profit organisation or institution with objectives similar to those of the Association, as determined by the General Assembly.

ARTICLE XVI: ORGANISATIONAL CHART



The President



Andrew EFUETNGUNG ATEM

Secretary General



ALEMKENG G. EPSE NGEM

Chairman of the Board



Jarvis Edongnek

Audit trail

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