

**THE CONSTITUTION
OF THE
AME ZION UNIVERSITY ALUMNI
ASSOCIATION IN THE AMERICAS
(AMEZUAA)**

Maryland, USA

2014

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Dedication

Acknowledgement

Preamble

Since the establishment of AME ZION Community College in the 1980s, and the subsequent elevation to University status in the 1990s, the Alumni Association was given birth after the first graduation and has been aiding the Institution in heading towards the fulfillment of its sacred duty to provide a platform which is very essential and aims at multi-dimensional objectives. AME Zion University always feels proud of its entire alumni who, after gaining education and knowledge from here, have achieved glorious heights in different fields; have earned great

name at home and abroad and have set beautiful landmarks of human ideals. Each alumnus holds an immensely rich treasure of the sweet and sour experience of the student days. The happy memorable moments of the genuine feelings of the time spent with classmates and friends; the bonds built with teachers/lecturers during the exchange of knowledge and the decisive turns of the challenges and the dreams woven in the colorful environment of the University, which enlightens caresses and kindles a yearning in each and every happy or sad moment of the ongoing life. It is mainly from such noble bonds of souls that life gets its real and complete meaning. Otherwise all steps of successes and failures; professional hazards and achievements; worldly rat race and bewitching dreams and desires for pure relationships make every sensitive soul restless. In the deep-dark corners of each person's psyche, the pleasant images of his/her precious moments and emotional response lie dormant but these are greatly cherished; and this Alumni Association seeks to bring them alive and create an integrated AME Zion family.

Article 1

Section I: Name of the Association

The Name of the Association shall be **AME ZION UNIVERSITY ALUMNI ASSOCIATION IN THE AMERICAS, (AMEZUAA)**

Article 2

Section I: Head Office

The Head Office of the Association shall be at a specified address in any state in the United State of America to be decided by majority members at a general meeting or at annual convention.

Article 3

Section I: Aims and objects

The following shall be the aims and objects of the Association.

- i) To foster a spirit of brotherhood and camaraderie amongst the alumni of the University.
- ii) To arrange and collect funds for the development of the University.
- iii) To arrange social and cultural functions.
- iv) To further the interests of the AMEZUAA in general.
- v) To provide a forum for the alumni of the University for exchange of ideas and views on educational, cultural, social and academic problems of the day.

- vi) To publish literature, papers and journals for the fulfillment of the objects of the Association.
- vii) To look after the interest of the alumni of the University.
- viii) To establish local chapters in the Americas.
- ix) To cooperate with Administration of the University in improving its activities and obtaining its goals.
- x) To do all other legal acts in furtherance of the objects of the association.

Article 4

Section I. Membership

ENTITLEMENT: The following categories of persons shall be entitled to be enrolled as members of the Association:

- (i) Persons who have graduated from AME ZION Community College and/or AME Zion University College.
- (ii) Members of the teaching staff of the University.
- (iii) Graduates of other Universities on whom membership is conferred by the Executive Committee of the Association.
- (iv) All Former Presidents of the AME Zion Community College and/or AME ZION University shall be members of the Alumni Association.
- (v) Friends and affiliates of Alumni members who are willing and agreed to uphold the aims and objectives of the Association; and on whom membership is conferred by the Executive Committee of the Association.

Section II. CATEGORIES OF MEMBERS: There will be the following categories of members:

- i) Patron Members
- ii) Regular Members
- iii) Honorary Members

Section III. SUBSCRIPTION FOR MEMBERSHIP:

a. Patron :

A person who has meaningfully contributed to the financial and moral well-being of the Association or the University may become a patron of this Association by invitation from the Executive Committee.

b. Regular Member:

Any graduate and/or non graduate on whom membership was conferred by the Executive Committee, and is not a Patron or an Honorary member, with good moral conduct and in good financial standing with the Association may become a Regular member.

c. Honorary Member:

Any person who regularly identified with undertaken or interests in the development of the Association and or the University, or who even though not a graduate of the University can be conferred Honorary membership by the Executive Committee of the Association. The Executive Committee shall also reserve the right to revoke the membership of any Honorary Member for good cause.

Section IV. REVOCATION OF MEMBERSHIP:

Any category of membership shall be revoked by a majority vote of membership at scheduled meeting or convention for the following reasons:

- (a) Corruption in the financial affairs of the Association;
- (b) Conviction of felonious crime(s);
- (c) Conduct(s) demining and detrimental to the survivor of the Association and or the University.

Article 5

Section I. Financial Procedure:

There shall be a bank account comprising both Checking and Savings Accounts to be established at an agreed upon bank by the members at the annual convention

Section II. Signatories:

There shall be 2(two) signatories; President, and Treasurer/Financial Secretary. Both must sign to complete a required signature transaction. In the absence of the President, the Vice President, with the expressed consent of the President shall sign.

Section III. Embezzlement:

Any member(s) of officer(s) of the Association who embezzles or misappropriates the financial and material assets of the Association shall be liable to replenish such assets. If the assets are not replenished, the Association shall pursue legal recourse to recover such assets.

Article 6

Section I. Office Bearers of the Association

The following shall be the office bearers of the Association and they shall constitute the Executive Committee.

- i) President
- ii) Vice-President
- iii) General Secretary
- iv) Treasurer/Financial Secretary
- v) Chaplain

Section II. Executive Committee

All executive powers granted herein shall be vested in the Executive Committee of AMEZUAA. The Executive Committee of the Association shall consist of 5 members. It shall frame the bye-laws of the Association. The term of the Executive Committee shall be two years. Members of the Executive shall be elected by the general body in a General Election. Executive Committee member shall be allowed to serve for not more than two terms.

Section II. Duties and Functions of the Office Bearers

a) PRESIDENT

The President of AMEZUAA shall have the following duties and functions:

- i. To execute/enforce the laws of AMEZUAA.
- ii. To call and preside over general and executive meetings
- iii. To submit to the general body for approval the proposed budget for each year during the term;
- iv. To appoint members on committees;
- v. To submit annual report on the state of affairs of the Association
- vi. To perform all legal administrative matters not expressly mentioned in this constitution in the best interest of the organization.

b) Vice-President

The Vice president shall have the following responsibilities:

- i. The vice president is the principle deputy of the President. He or she shall execute the duties and powers of the President in his or her absence. Absence means, when the president is unavailable at annual convention and/or meetings , is ill or becomes inaccessible or incommunicado, and any other impediment that prevents the President from executing his or her duties;
- ii. To perform such duties as the President may assign;
- iii. To expedite all programs and policies emanating from the President's office upon the request of the President.

c) GENERAL SECRETARY

The General Secretary shall have the following responsibilities:

- i) He /She shall be the custodian of all the records and documents of the Association.
- ii) He/She will call and arrange meetings of the Executive Committee and the General Body upon the request of the President.
- iii) He /She shall record the minutes of the meetings of the Executive Committee and the Regular meeting.

- iv) He /She shall maintain an up-to-date registry of all Regular members, Patron members and Honorary Members; and of all subscriptions and donations.
- v) He /She shall maintain a property registry and all such registries as may be necessary in connection with the work of the Association.
- vi) He/She shall disseminate all information including announcements/notice for meetings
- vii) He/She shall perform all other assignments as may be delegated by the president.

d) TREASURER/FINANCIAL SECRETARY

The Financial Secretary shall have the following responsibilities:

- i. The Treasurer/Financial Secretary is responsible for the disbursement and accounting of AMEZUAA funds;
- ii. He /She shall record all financial transaction of the Association;
- iii. He /She shall prepare a budget for the succeeding financial year and present same to the president
- iv. He /She shall aid the President in preparing the Association's annual budget.
- v. He/She shall assist the General Secretary in the discharge of his duties and functions regarding finances/accounts of the Association.
- vi. He/she shall perform such other duties and functions as may be entrusted to him by the President.
- vii. He/She shall serve as Advisor to the President on Financial Matters.

e) Chaplain

The Chaplain shall have the following functions:

- a) He/She shall be the spiritual leader of the Association;
- b) He/She shall be responsible to lead prayers during the Association's functions;
- c) He/She shall serve as religious advisor for Association.

Section IV. Removal from office of Executive Committee Members

- ii. Members of the Executive Committee can be removed from office by a majority vote of the membership at a given meeting or convention for the following reasons:
 - (a) Corruption in the financial affairs of the Association;
 - (b) Conviction of felonious crime(s);
 - (c) Conduct(s) demining and detrimental to the survivor of the Association and or the University.

Article 7.

Section I. Annual Convention:

Annual Convention of the Association shall be held on the last weekend in June of every year. The host city shall be determined at every convention by a majority vote of members present and voting.

Section II. Elections

An Election Commission shall be constituted by the Executive Committee.

Section III. Duties, Functions and Structure of the Election Commission:

- i) The Elections Commission shall be comprised of Three (3) Regular Members who have demonstrated good moral deportment and are dues payers; one Patron member and one Honorary member; totaling five members of the Elections Commission
- ii) The Elections Commission shall be responsible to conduct free and fair general elections and bye elections should vacancy arises.
- iii) The Elections Commission shall be responsible to draft rules and regulations to govern the smooth conduct of elections;
- iv) The Elections Commission shall be headed by a Chairperson, Deputy Chairperson and Secretary General.
- v) The Chairperson shall be the chief spokesperson/Administrator of the Commission who shall be appointed by the Executive Committee. He shall be assisted by a Deputy Chairperson and Secretary General who shall also be appointed by the Executive Committee;

Section IV: Election Day

- i) Election shall be held at annual convention of the second year in each term.
- ii) In case of Force Majeure, the Commission shall re-schedule the Election Day in not

more than three-month period to suit the situation.

Section V. Inauguration

i) There shall be inauguration of elected officers at said convention. In the event Article 7, Section IV (ii) occurs, a corresponding adjustment shall be made in the Inauguration Day.

Article 8

Section I. Eligibility to contest in the association's Elections

Only regular members with good moral deportment and in good financial standing with the Association shall be eligible to contest in the Association's election.

Section II. Election

- i. Elections shall be held **at annual convention of the second year in each term. In case of force majeure, the Commission shall re-scheduled the**
- ii. **Election Day in not more than three-month period to suit the situation.**

Section II: Inauguration

- i. There shall be inauguration of elected officers at said convention. In the event Article 7, Section IV (ii) occurs, a corresponding adjustment shall be made in the Inauguration.

Article 9

Section I. Meetings of the Association

a) KINDS OF MEETINGS:

- I. There shall be three kinds of meetings: General, Executive and Special Meetings:
 - ii. At least one meeting of the Association shall be held during the second Sunday of each month, which shall be called the 'General Meeting', each Member is required to pay monthly membership due of USD10.00 (Ten Dollars).
 - iii. 'Special Meetings' shall be called by the President, if requested and deemed necessary by members stating an emergency of important business for which the meeting is desired to be called. The Executive Committee shall meet, review the request and approved the meeting upon it merits.
 - iv. 'Executive Meeting' shall be called by the president or two-third members of the Executive Committee for only executive members.

- b) **BUSINESS TO BE TRANSACTED AT THE GENERAL MEETING:**
 - i. The agenda of the General Meeting shall be drawn by the Executive Committee.
- c) **Special meeting of the Association**

Special meetings of the Association shall be called to transact only the business for which the meeting has been requested.
- d) **Executive Meeting shall be held amongst Executive Committee Members for the smooth running of the Committee.**

Section II. QUORUM OF MEETINGS OF THE ASSOCIATION:

- i) Seven (7) members shall constitute a quorum for any General Meeting of the Association to take binding decision. However, for an adjourned meeting no quorum shall be necessary.
- ii) Three members of the Executive Committee shall constitute a quorum.

Section 3: Meetings of the Executive Committee

- i) The Executive Committee shall decide its meeting as necessary.
- ii) Ordinary Meetings of the Executive Committee shall consider the Agenda which is placed before it by the General Secretary, or such other items as may be placed before it by the President under Current Work.
- iii) Special Executive meetings shall be called by the President if requested and deemed necessary by Executive Committee members stating an emergency of important business for which the meeting is desired to be called
- iv) Special meeting of the Executive Committee shall transact only that business for which the meeting has been requisitioned.

Section II. Notice of Meetings

- i) General Meetings of the Association shall be called at a notice of at least 10 days to the scheduled meeting. However, meetings can be called, in cases of emergency, at a shorter notice, as may be determined by the President.
- ii) Meetings of the Executive Committee shall be called at a notice of at least 5 days. However, in cases of emergency, meetings may be called at a shorter notice, as may be determined by the President.

Article 10

Section I. Voting and Decisions

All decisions shall be taken at the general meeting of the Association and the Executive Committee by a majority of votes of members present and voting (The mode of voting shall be determined by the President). In case of equal division of votes, the President

will be permitted to break the tie.

Article 11

Section I. Void Laws

Any Laws in relations to the Association and repugnant to this constitution is null and void; and without any legal effect.

Article 12

Section 1. Amendment of Constitution and Bye-Laws

- a) A proposal for the amendment of this Constitution of the Association shall be considered at the General Meeting or Convention only.
- b) A proposal for an amendment shall be sent to the General Secretary of the Alumni Association at least two weeks before the date of the General Meeting or Convention and shall be circulated by the General Secretary to all the members at least one week before the General Meeting or Convention.
- c) For considering an amendment of this Constitution, a quorum of regular members shall be required to be present at the General body Meeting or Convention.
- d) Subject to the provision made in paragraph (b) above, an amendment of this Constitution shall require the affirmative vote of two-third(2/3) of the members present and voting.

Article 13

Section 1. The Executive Committee shall constitute ad-hoc committees

The following committees shall be constituted:

- i. Program Committee
- ii. Membership and Communication Committee
- iii. Ethics and Grievance Committee

Article 14

Section 1. Adoption

- a) This constitution shall come into force upon adoption by members of the Association.
- b) Upon the Adoption of this constitution, any other or laws before in existence shall be considered null and void.

Article 15

Section 1. Oath of Office

All elected members of AMEZUAA shall repeat the following oath before taking office:

"I _____ do solemnly swear or affirm that I will diligently obey and uphold the Constitution of AMEZUAA and philosophy of Mama Zion. I am aware of the duties of my office as _____ and will maintain scholastic, moral and ethical standards. I will also, to the best of my abilities, uphold my office as described in this Constitution; and at all times conduct myself as an ambassador of Mama Zion. So help me God.

Adapted this 28th Day of June 2014

Constitution Committee Members:

- | | |
|---------------------|-------------|
| 1. Dwanah S. Dwanah | Chairman |
| 2. Doliakeh Quoimie | Co-chairman |
| 3. Rudolph Vah | Secretary |
| 4. Karina Wilson | Member |
| 5. Yinka Ogundare | Member |

Signature: 
Yinka Ogundare (Mar 5, 2015)

Email: yinka@yinka1.com

Signature: 
Dwanah S. Dwanah (Mar 5, 2015)

Email: dsdwanah@yahoo.com

Signature: 
Karina Varfley Wilson (Mar 6, 2015)

Email: kkekev@yahoo.com

Signature: 
Doliakeh Quoimie (Mar 6, 2015)

Email: doliakeh2024@yahoo.com

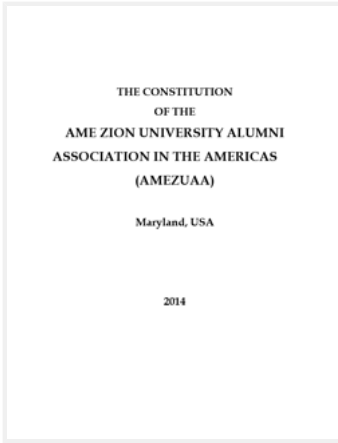
Signature: 
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AME ZION Final Constitution











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