

## **Articles of JSPS Alumni Club in Norway**

### **ARTICLE 1: Name**

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

### **ARTICLE 2: Objective**

The objective of the Club is to promote scientific, innovation and cultural exchange between Norway and Japan. In pursuit of this objective, the Club will carry out the following activities:

- (1) Provide personal and expert guidance to researchers in Norway concerning JSPS International Programs, and to support Japanese researchers working in Norway.
- (2) Exchange information among the Club’s members.
- (3) Conduct joint activities with academic institutions and science promotion agencies in Norway and Japan.
- (4) Collect and disseminate information regarding science, technology, society, art and culture.
- (5) Conduct other appropriate activities.

### **ARTICLE 3: Principles**

- (1) The Club is not to conduct activities that accrue to the profit or fame of specific individuals, corporations or other groups.
- (2) The Club is not to conduct activities that have political or religious purposes.

### **ARTICLE 4: Program year**

The fiscal year for the Club’s program runs from 1<sup>st</sup> of April until 31<sup>st</sup> of March.

### **ARTICLE 5: Membership**

- (1) There are three categories of membership: regular member, associate member, and honorary member.
- (2) All persons who have participated or will participate in a JSPS program are eligible for regular membership.
- (3) Individuals and organizations who are interested in pursuing and achieving the Club’s objective are eligible for associate membership.
- (4) Persons who have a distinguished record of promoting scientific exchange between Norway 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 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:
  - i. Notice to a board member.
  - ii. 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 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. Expulsion from the Club should not affect the rights or opportunities to apply for JSPS grants. Also, confidentiality should be considered upon such act.

## **ARTICLE 6: Organization**

The Club incorporates a board and a General Assembly.

## **ARTICLE 7: 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:
  - i. Drafts Program Plans.
  - ii. Drafts annual budgets.
  - iii. Other: Performs other functions not stipulated under these Articles.
- (3) A quorum is comprised of the attendance of more than fifty percent of board members including the chair or the vice-chair.
- (4) The board's decisions may be made through the holding of meetings or by way of letter, telephone, fax, Skype or e-mail. In a 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 vice-chair assists the chair, and also performs the functions of the chair in the absence of the chair.
- (7) The chair and vice-chair are elected at the General Assembly, and the terms start April 1. If an ordinary member is elected chair or vice-chair, the term of office shall start anew.
- (8) The exception of the rule (7) is the first board, whose candidates are decided by the initiator of the Club. Candidates are then invited to become members of the coming committee.
- (9) The term of office for board members is three years, starting from April 1<sup>st</sup> to March 31<sup>st</sup>. 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.
- (10) All board decisions will be recorded in the minutes.
- (11) Board members can be re-elected multiple times. However, if new candidates are available, they are given priority over the more than two terms serving members.
- (12) Election of board members will be made at the General Assembly.

- (13) Board members may be dismissed by a 75% vote of all 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 10 days before the meeting. In case of the need of an urgent meeting, a shorter notice can be accepted as long as a sufficient attendance is met.

#### **ARTICLE 8: General Assembly**

- (1) The General Assembly is held once every fiscal year, and the location of the meeting should be decided every year.
- (2) The General Assembly comprises all of the Club's regular members.
- (3) 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.
- (4) The General Assembly makes the following decisions:
  - i. Election of the chair and secretary of the meeting.
  - ii. Election and dismissal of board members.
  - iii. Establishing and amending the Club's Articles.
  - iv. In case of dissolution of the Club, two General Assemblies are required.
  - v. Rendering decisions on expulsion appeals.
  - vi. Appointment of honorary members.
  - vii. Other issues.
- (5) 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.
- (6) Decisions are made by a majority vote, except in the case of dismissing officials.
- (7) To vote on the above matters, a quorum of at least 30% of members is required, or represented by a written delegation of voting authority, this will include votes by e-mail.
- (8) 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.
- (9) When a written request is 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 9: Program plan**

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