

**AMENDED BY LAWS  
of the  
UNIVERSITY OF THE PHILIPPINES  
ALUMNI ASSOCIATION, INC.  
(As of June 26, 2010)**

**ARTICLE I**

**NAME, SEAL AND COLOR**

The name of the Association shall be the **UNIVERSITY OF THE PHILIPPINES ALUMNI ASSOCIATION, INC.**

The seal of the Association shall consist of two concentric circles with the outer circle bearing the name of the Association and the year of its founding, and the inner circle depicting the seal of the University of the Philippines at the top center, the Oblation at the left, *Ang Bahay ng Alumni* at the lower center and the Carillon Tower at the right.

The color of the Association shall be maroon, green and gold.

**ARTICLE II**

**OFFICE**

The principal office of the Association shall be located in Metro Manila. Branch offices may be established in such other places as the Board of Directors may, from time to time, fix.

**ARTICLE III**

**NATURE AND OBJECTIVES OF THE ASSOCIATION**

1. The Association shall be organized as a non-stock, non-profit organization. It may undertake revenue-raising activities to fund its projects, provided that no part of its net income shall inure to the benefit of a private person or entity.

In case of dissolution of the Association, its properties shall not be distributed to its members but shall be donated to similar organization/s or to the Government of the Republic of the Philippines.

2. Of the total fund of the Association, at least seventy percent (70%) thereof shall be used for its projects and purposes consistent with the objectives for which the Association was formed, and that no more than thirty percent (30%) of the Association funds shall be used to defray its administrative expenses.

**3. The Association shall have the following objectives:**

- a. To provide for organized alumni assistance to the University in the fulfillment of its mission as an academic institution: to this end it shall assist the University in raising funds required for its efficient operation, in addition to the funds provided by Congress therefor; to endeavor to establish various scholarships, professorial chairs, research and incentive grants, either through organizational funds or by obtaining donations and other grants from University alumni and others who are in a position to make such contributions to give or obtain for the University such services and advice in the latter's different activities, as the Board of Directors may determine to be of use and advantage to the University;**
- b. To assist in the efforts for more effective participation by the University in the process of development of Philippine society. For this purpose, the Association shall undertake continuing reciprocal interchange of insights with the academic community for mutual development and progress;**
- c. To establish an efficient placement bureau with the view of assisting University graduates and other alumni and to secure competence in the different areas of social activity outside of the University.**

**ARTICLE IV**

**MEMBERSHIP**

**The following shall be the types of members of the Association:**

- a. Regular members: Every person who is a holder of any degree, title, or certificate, or who is a former regular student of the University having earned at least sixty (60) academic units and not having been dismissed for misconduct or scholastic deficiency is a regular member.**
- b. Honorary members: Members of the faculty and administration of the University, parents who have sent at least three (3) children to the University, or other persons who have shown special interest in the University and the Alumni Association, may be nominated to become honorary members by any regular member in good standing of the Association and may be elected as such by a majority vote of the Board of Directors.**

**In all meetings of the U.P. Alumni Association, Inc., whether regular or special, fifty (50) members shall constitute a quorum to do business.**

## ARTICLE V

### FEES

The following shall be the fees of the members of the Association:

- a. Initiation fee. Every member, regular or honorary, shall pay a fee of FIFTY (P 50.00) PESOS.
- b. Annual fee. Every member, regular or honorary, shall pay an annual fee of THREE HUNDRED (P 300.00) PESOS.
- c. Life membership fee. Members who pay the amount of TWO THOUSAND (P 2,000.00) PESOS are entitled to life membership. For foreigners, the life membership shall be equivalent to FIFTY (\$ 50.00) US DOLLARS.

The Board of Directors may amend the above fees.

## ARTICLE VI

### RIGHTS OF MEMBERS

All members, regular and honorary, who shall pay the annual fees are members in good standing. Every member in good standing shall have the following rights:

- a. To attend the regular and special meetings of the general membership of the Association.
- b. To propose amendments and resolutions, and to vote on those presented at the meetings above mentioned.
- c. To inspect the records and books of accounts of the Association.
- d. To receive, upon payment of the proper fees, publications of the Association.

## ARTICLE VII

### BOARD OF DIRECTORS

The Board of Directors shall be the governing body of the U.P. Alumni Association, Inc. It shall be composed of twenty-three (23) members elected at large from the various degree granting units of the University. These units shall be represented in the Board in accordance with an apportionment to be made by the Board, not oftener than one every five years, based on the number of graduates of the respective units. Two or more units may be grouped together for the purpose of electing a representative. Only regular members of the Association shall be qualified to serve as members of the Board of Directors.

The members of the Board of Directors shall hold office for a term of three years and until their successors shall have been duly elected and qualified. However, no member of the Association shall be nominated and elected as a director for more than two consecutive terms. The members of the Board shall not receive any compensation or remuneration during their term of office.

The following are ex-officio members of the Board of Directors of the Association:

- a. President of the University
- b. Immediate Past UPAA President
- c. Director of Alumni Relations
- d. Presidents or heads of different alumni association chapters

The Board of Directors shall hold regular meetings once every month, and shall convene at such special meetings as may be called by the President or upon written request of at least three members of the Board.

## ARTICLE VIII

### OFFICERS

The Association shall have the following officers who shall be elected by the Board of Directors from among themselves:

- a. President
- b. First Vice-President
- c. Second Vice-President
- d. Third Vice-President
- e. Secretary
- f. Assistant Secretary
- g. Treasurer
- h. Assistant Treasurer
- i. Public Relations Officer

The Board of Directors may designate the Executive Secretary and elect such other officers as the Board may from time to time deem necessary for the proper working of the Association.

## ARTICLE IX

### EXECUTIVE COMMITTEE

During the interim between the meetings of the Board of Directors, an Executive Committee, comprised of the officers of the Board of Directors of the Association, and such other officers as provided herein by the By-Laws of the Association, shall be empowered to transact business for the Association.

## **ARTICLE X**

### **DUTIES OF OFFICERS**

**1. The President shall have the following functions and duties:**

- a. To act as the Executive Officer of the Association, and as such shall have active executive management of the operations of the Association, subject, however, to the approval of the Board of Directors;**
- b. To act as the official spokesperson of the Association;**
- c. To call meetings of the Board of Directors, the Executive Committee, the U.P. Alumni Council, the Committee on U.P. Alumni Awards and of the general membership of the Association, and shall preside over such meetings;**
- d. To perform all duties inherent to the Office and such other duties as, from time to time, may be assigned by the Board of Directors.**

**2. The First Vice-President, shall assume the duties of the President in case of the latter's absence, temporary or permanent incapacity or permanent vacancy in the office of the President arising from death, resignation, expulsion, or any other cause.**

**3. The Second Vice-President shall assume the duties of the First Vice-President and, in the proper case, of the President, in case of the latter's absence, temporary or permanent incapacity or when a permanent vacancy occurs in the office of the latter.**

**4. The Third Vice-President shall assume the duties of the Second Vice-President and the First Vice-President, in their absence, and in the proper case, of the President, in case of the latter's absence, temporary or permanent incapacity or when a permanent vacancy occurs in the office of the latter.**

**5. The Secretary shall keep all records of the proceedings of the meetings of the Board of Directors, the Executive Committee, the U.P. Alumni Council, the Committee on U.P. Alumni Awards, as well as the general membership of the Association and shall discharge all other functions inherent to the position.**

**5(a). The Assistant Secretary shall assist the Secretary in the performance of the above functions. In the event of the absence of the Secretary, the Assistant Secretary shall assume the duties of the Secretary.**

**6. The Treasurer shall have the following duties:**

- a. To keep safely all monies and other properties of the Association;**
- b. To collect all dues from the members of the Association;**
- c. To submit an annual statement of income and expenditures at the annual meeting of the general membership of the Association;**

- d. To submit such financial statements as may be required by the Board of Directors from time to time;
- e. To discharge all other functions inherent to the position.

7. The Assistant Treasurer shall assist the Treasurer in the performance of the above functions. In the event of the absence of the Treasurer, the Assistant Treasurer shall assume the duties of the Treasurer.

8. The Public Relations Officer shall have the following functions and duties:

- a. To assist in preparing all statements, news stories/articles for all press releases on all activities, projects of the UPAA;
- b. To take charge of giving the press releases to all media outlets for information/publicity purposes;
- c. To arrange for any and/or all press conferences for TV and radio coverage of any and/or all major, significant events, activities of the UPAA.
- d. To coordinate with all media outlets on matters relating to the UPAA and its activities.

The Executive Secretary shall be responsible for carrying on the official correspondence of the Association and maintaining the membership mailing list. He serves as a bridge between the old and the new administration. He is an ex-officio member of the Executive Committee.

## ARTICLE XI

### ELECTIONS COMMITTEE

There shall be an Elections Committee which shall be responsible for the conduct of the elections of members of the Board of Directors. The Committee shall be composed of three members to be appointed by the Board of Directors.

The Elections Committee shall be the sole judge of all contests relating to the elections, returns and qualifications of members of the Board of Directors. It shall adopt such rules and regulations as may be necessary for the discharge of its functions.

## ARTICLE XII

### EMPLOYEES

The Board of Directors shall have the power to appoint employees of the Association, fix their compensations and other conditions of employment, and take disciplinary action against them.

## **ARTICLE XIII**

### **CHAPTERS**

Chapters of the Association may be organized in different places in the Philippines or in other countries. Such chapters shall have the same types of members as provided in Article IV, a and b, of these By-Laws. Once recognized by the Board of Directors, such chapters may use the name "University of the Philippines Alumni Association" provided that the specific place and/or office wherein a particular chapter is organized is stated after said name.

## **ARTICLE XIV**

### **U.P. ALUMNI COUNCIL**

The U.P. Alumni Council shall be an advisory body to the U.P. Alumni Association. It shall be composed of Alumni who are members of the Board of Directors, all past presidents of the Alumni Association, the distinguished alumni, the officers of the different alumni chapters, the past and present members of the Board of Regents, the U.P. President, Vice-Presidents, University Secretary, Chancellors, Vice-Chancellors, Registrars and the Deans and Directors of the different colleges, schools and institutes, the Director of Alumni Relations, and other persons who may be designated by Resolution of the Board of Directors.

The U.P. Alumni Council may meet at such time and place as shall be decided by the Board of Directors of the U.P. Alumni Association from time to time.

## **ARTICLE XV**

### **AMENDMENTS**

The Board of Directors, by a majority vote thereof, at a regular or special meeting duly called for the purpose, may amend or repeal these By-Laws or adopt new By-Laws.