

EFPSA Alumni Charter

Alumni Board 2019-2021

Pending approval in August 2020

Table of Contents

Chapter 1 Definition	2
Article 1.1 Aims and Composition	3
Article 1.2 Logo	3
Chapter 2 Membership	3
Article 2.1 Eligibility	3
Article 2.2 Non-Eligibility	4
Article 2.3 Applying for Alumni Membership	5
Article 2.4 Benefits of Alumni Membership	5
Chapter 3 Structure	6
Article 3.1 Alumni Board	6
Article 3.1.1 Definition	6
Article 3.1.2 Mandate	6
Article 3.1.3 Candidacy	6
Article 3.1.4 Voting Procedure	7
Article 3.2 Role Description	7
Article 3.3. Communication with the Board of Management of EFPSA	8
Chapter 4 Alumni Assembly and Meetings	8
Article 4.1 Alumni Assembly	8
Article 4.2 Alumni Interaction	8
Chapter 5 Financial Matters	9
Article 5.1 Financial Headquarters	9
Article 5.2 Budget	9
Chapter 6 Modifications and Amendments to the Alumni Charter	9
Article 6.1 Rules of Modifications	9
Article 6.2 Version History	9

Chapter 1 Definition

Article 1.1 Aims and Composition

The EFPSA Alumni Network is composed of former EFPSA volunteers. The aim of the Alumni Network is three-fold:

1. to provide EFPSA Alumni with a valuable and resourceful network of professionals that were involved in EFPSA;
2. to provide EFPSA Alumni the opportunity to support the future Working Communities;
3. and to update EFPSA Alumni on the development of the Federation.

Article 1.2 Logo

The official EFPSA Alumni logo can be found below. The RGB colour of the logo is 255.204.113 while the HEX code is #ffcc71.



Chapter 2 Membership

Article 2.1 Eligibility

Any person that has held an official position within or volunteered for EFPSA and wishes to stay connected to other volunteers of EFPSA can become part of the EFPSA Alumni Network. Specifically, the following volunteers are encouraged to become part of the Alumni Network:

- Former Working Community Members
 - Board of Management
 - Executive Board
 - Member Representatives
 - Task Force members
- Former Supporting Community Members
 - Vice Member Representatives
 - Mind the Mind Local Coordinators
 - Better Together Local Coordinators
 - JEPS Ambassadors
 - EFPSA Representatives in EFPA

This list is not conclusive. If a former volunteer in a role that is not mentioned here wishes to become a member of the Alumni Network, they may state their reasons and apply. The Alumni Board will decide about the application.

Article 2.2 Non-Eligibility

Individuals who currently hold a volunteering role within the EFPSA Working Community cannot join the EFPSA Alumni Network, regardless of whether they are students or have

graduated until they have finished their mandate. The only exception to this is the volunteering role of Alumni Board Chair, Alumni Board Member, and Immediate Past President.

In case a person has rightfully registered as an Alumni and afterward takes on a new volunteering role their membership as an Alumni will be paused until their active mandate has ended. The only exception to this is the volunteering role of Alumni Board Chair, Alumni Board Member, and Immediate Past President.

Article 2.3 Applying for Alumni Membership

Membership is attained through registration with the Alumni Board and confirmed through receipt of an Alumni Membership Registration Number. The registration information will be available on a publically attainable platform.

The Alumni Board oversees the registration of Alumni. Applications are confirmed if the applicant has attached confirmation of previously held position(s) within EFPSA (eg. Proof per Position Document, Certificate of Contribution, email from Coordinator or BM Responsible, etc.). If no such proof can be provided, the applicant can state their reasons to join the Alumni Network in a written form. In such cases, the Alumni Board will decide on the application's acceptance or rejection. A confirmation of acceptance or rejection is sent to the applicant.

Article 2.4 Benefits of Alumni Membership

Through their membership, EFPSA Alumni have access to the valuable network of Alumni on a suitable platform. They receive insights into EFPSA via a newsletter (such as the EFPSA magazine). Alumni will also be informed about events that they can contribute to (such as the

Congress, Conference, or call for Task Force members). In this way, EFPSA Alumni will remain up to date with EFPSA's activities and may continue to contribute through their support, advice, and assuming positions within Task Forces, etc.

Registered Alumni Members can apply to form part of the Alumni Board and may also vote for members of the Alumni Board. By being part of the EFPSA Alumni network, members also benefit by being kept informed about the progress of EFPSA; receive calls to share with students; may offer mentorship to the active EFPSA Working Community and Supporting Community, and can register as Alumni for the EFPSA Congress.

Chapter 3 Structure

Article 3.1 Alumni Board

Article 3.1.1 Definition

The EFPSA Alumni Board represents the Alumni Network. It consists of three or four Alumni members. One of these positions is assumed by the Immediate Past President of the most recent mandate or the previous mandate (or both). This is to ensure optimal communication between the active EFPSA Working Community.

The Immediate Past President of EFPSA is automatically part of the Alumni Board. The position of the Alumni Board Chair is not automatically assigned to the Immediate Past President.

In case this is the second year of the Alumni Board mandate, the previous Immediate Past President can choose to remain part of the Alumni Board if they want to. This means that there is a possibility that the previous Immediate Past President and the new Immediate Past President are

in the same team for the second half of the Alumni Board mandate. The remaining two members of the Alumni Board are selected through the selection process outlined in **Article 3.1.4**.

The Immediate Past President can choose to refuse their position on the Alumni Board. If that happens, the Alumni Board Members may propose someone to take this position. The proposed person still has to be voted in by the Alumni Network.

Article 3.1.2 Mandate

The Alumni Board mandate starts 60 days after the Alumni Assembly. The mandate lasts for two consecutive years.

Article 3.1.3 Candidacy

The current Alumni Board is in charge of opening the call for the upcoming Alumni Board positions. The call shall be made for up to two positions, excluding the position(s) of Immediate Past President(s). The Call will stipulate if the candidates wish to apply for the Chair position or not. If the Immediate Past President, who has already received their position by default, wishes to chair the Alumni Board, they must apply for this position.

The Call for the Alumni Board should open within 30 calendar days following the Alumni Assembly at the Congress. The Call should be open for at least one week. Following the Call, the Alumni Board will set up online voting which will be accessible for all Alumni Network members who will be given one week to vote on the candidates.

If none of the candidates apply to be the Chair of the Alumni Board, then the current Board will discuss with the applicant(s) who they think would best fit the position and ask if they would

consider the position of the Chair. If no one will take this position, the Immediate Past President should take this lead, and ensure meetings are called, agendas are produced and minutes are taken. In this case, the Immediate Past President will assume the role of the Alumni Board Chair automatically.

Article 3.1.4 Voting Procedure

All members of the Alumni Network have the right to vote. The candidates with the highest number of votes are selected to be the Alumni Board members for the following 2-year mandate. The outcome of the online voting will be communicated by the old Alumni Board to the new Alumni Board.

Article 3.2 Role Description

Purpose: to ensure optimal functioning of the Alumni Network by developing and implementing various strategies.

The Alumni Board is responsible for:

- Maintaining the virtual communication tools of EFPSA Alumni Network
- Maintaining communication with the EFPSA Board of Management
- Planning and creating Alumni Network events and activities
- Providing advice and support to the EFPSA Working Community within their capabilities
- Maintaining accurate and complete alumni database records in compliance with GDPR
- Enhancing communication between EFPSA Alumni
- Supporting EFPSA Events and Services within their capabilities

Article 3.3. Communication with the Board of Management of EFPSA

The Alumni Board Chair is the official link between the Alumni Network and the current EFPSA Board of Management. Every four months, the Alumni Board is encouraged to meet with the President/Presidential Office.

Chapter 4 Alumni Assembly and Meetings

Article 4.1 Alumni Assembly

The EFPSA Annual Congress usually takes place between the middle of April and the beginning of May. The Alumni Assembly will be held during the Congress. This will be an official event in the schedules. There will only be one assembly per EFPSA mandate.

During the Alumni Assembly, the Alumni Board will present the projects and achievements of the past mandate, along with any developments from the Alumni Network. Everyone is invited to attend the Alumni Assembly and raise any points for discussion.

If there is anything that needs to be voted upon, it should happen during an Online Voting or if the matter is deemed urgent, during the Alumni Assembly. Only Alumni Network members are eligible to vote.

Article 4.2 Alumni Interaction

The Alumni Board should meet once a month, to keep their work going during the mandate. It is preferable that they also meet in person at least once during their mandate too.

If any Alumni Network members organise gatherings or meet-ups, they can approach the Alumni Board for support. Alumni Board Members are encouraged to attend Alumni gatherings or meet-ups if they can.

Chapter 5 Financial Matters

Article 5.1 Financial Headquarters

The bank account number of the Federation is 776-5989723-70 (IBAN number: BE60-7765-9897-2370) (at Belfius Bank (swift address: GKCCBEBB), Bondgenotenlaan 103, 3000 Leuven, Belgium. The name of the account is EFPSA. EFPSA savings' account number is 083-4720820-27. EFPSA has Maestro debit cards and PIN-calculators for Belfius internet banking.

Article 5.2 Budget

The only way Alumni Network is supported financially is through receiving donations. It is up to the active Alumni Board to discuss financial matters with the Board of Management according to the priorities of that mandate.

Chapter 6 Modifications and Amendments to the Alumni Charter

Article 6.1 Rules of Modifications

Modifications to the Alumni Charter can only be put into effect by a two-thirds (2/3) majority vote of the Alumni Assembly.

Article 6.2 Version History

April 2015: drafted by the Alumni Board 2013-2015 (Members: Vedran Lesic, Dalya Samur, and Aart Franken).

November 2018: amendments by Alumni Board 2017-2019 (Members: Clara Chetcuti, Ana Odabašić, Jayne Hamilton, and Ioanna Florou).

April 2019: Amendments by the Alumni Board 2017-2019 (Members: Clara Chetcuti, Ana Odabašić, Jayne Hamilton, and Ioanna Florou) after the charter was presented, discussed, and voted upon at the EFPSA Alumni General Assembly (Denmark, 33rd EFPSA Congress).

June 2020: Amendments by the Alumni Board 2019-2021 (Members: Victoria Firsching, Jurjen van den Berg, Monika Schwärzler, and Ying Wai Cheung) after extensive discussion across several Alumni Board meetings.