

APPENDIX:

BY-LAWS OF THE VETERINARY ALUMNI ASSOCIATION OF PERADENIYA (VAAP)

By Law No. 1 of 2019: Formation of the Association and Election of Executive Committee

1. The Working Group for Forming an Alumni Association (WGFAA) for the Veterinary Faculty of the University of Peradeniya (Veterinary Faculty) shall inform as many alumni of the Veterinary Faculty as possible through e-mail regarding the intention of forming the Association and ascertain their interest in joining such an association.
2. The WGFAA shall prepare a draft Constitution of the Association and any accompanying By-laws.
3. The WGFAA shall fix a date, time and venue for holding the Inaugural Meeting and send invitations to as many alumni as possible through e-mail, at least three weeks before the date of the meeting.
4. The e-mail shall include as attachments the Agenda for the meeting, the draft Constitution and the Application Form for membership of the Association. Those wishing to join the Association shall be requested to complete and return the Application Form at least one week before the date of the meeting.
5. The Agenda for the Inaugural Meeting shall include, among others, the following items:
 - (a) Appointment of a Pro-tem Chairperson to conduct the initial proceedings.
 - (b) Discussion on, and adoption of, the draft Constitution.
 - (c) Call for nominations from the participants to each of the posts specified in Article VI (a) to (h) of the Constitution, with each nomination to be seconded by another participant.
 - (d) The conduct of a voting procedure in the event that there is more than one candidate for any post.
 - (e) Announcement of the newly elected Executive Committee and handing over the Chair to the first President of the Association.
 - (f) Discussion on future activities of the Association.
 - (g) Any other business.
6. For the election of subsequent Executive Committees, which shall be conducted once every year, the General Secretary shall call for nominations by written notice to all the members, at least one month before the relevant Annual General Meeting.
7. Nominations for the posts shall be received by the General Secretary not less than two weeks before the relevant Annual General Meeting. Nominations for the posts for which prior nominations have not been received shall be called from the participating members during the meeting.
8. In the event of there being more than one candidate for any post, an election shall be held, in the manner to be determined by the Association.

9. Voting rights shall be restricted to regular members of the Association.

By Law No. 2 of 2019: Membership Fees

1. As stipulated in Article 13 of the Articles of Association, all members of the Association whether regular or honorary, shall be admitted for the lifetime of the person.
2. Only regular members shall be required to pay a fee for membership on admission.
3. The fee for life membership at the time of inauguration of the Association shall be LKR 2,000 for Sri Lankan residents, and US\$ 50 for foreign residents.
4. The Executive Committee may, with the approval of two-thirds of the regular members present at an Annual General Meeting, revise the membership fees from time to time as necessary.

By Law No. 3 of 2021: Standing Committees

1. As stipulated in Articles 37 to 39 of the Articles of Association, the Executive Committee shall appoint, as and when required, any number of Standing Committees to deal with specific activities that may be deemed necessary for furtherance of objectives of the Association.
2. These may include:
 - a. Faculty development
 - b. Student welfare and career guidance
 - c. Alumni welfare, reunions and overseas chapters
 - d. Finance and fund raising
 - e. Constitutional matters, memberships and elections
3. Each standing Committee shall be nominated for a period of one year and shall consist of two or more members of the Executive Committee, one of whom shall be nominated as the Chairperson. The Chairperson may co-opt other members to serve on the Standing Committee, up to a maximum of five members.
4. Each Standing Committee shall elect its Secretary at the first meeting, and draft its Terms of Reference for discussion and approval by the Executive Committee.

By Law No. 4 of 2021: Overseas Chapters

1. As stipulated in Article 29 (4) of the Articles of Association there shall be Overseas Chapters established for members residing abroad, to be decided as necessary by the Executive Committee.

2. Each Overseas Chapter shall appoint its office bearers and liaise with the appropriate Standing Committees and the Executive Committee in carrying out its activities.

By Law No. 5 of 2021: Disciplinary Matters

1. A breach of discipline is considered when a member has been noted or reported to have acted contrary to, or in violation of, any provision of the Articles of Association and By-laws, or caused disrepute to the Faculty. If any member becomes aware that any other member has acted in such a manner, that person shall present his/her complaint or charges in writing to the Executive Committee.
2. The complaint or charges submitted in writing against a member shall be reviewed by the Executive Committee and if such review reveals that the evidence warrants an inquiry, the General Secretary shall call a meeting of the Standing Committee on 'Constitutional matters, memberships and elections' to review the reported case.
3. During the inquiry process, the alleged accused member shall be notified in writing of the details of all charges brought against him/her. The alleged accused member shall be given the opportunity to reply in writing and to appear before the Standing Committee in person.
4. The Standing Committee shall weigh the evidence and, with the concurrence of a majority of the members, shall recommend to the Executive Committee to take one of the following disciplinary actions against such member, namely reprimand, suspend the membership for a period of time, or remove from the membership of the Association.

By Law No. 6 of 2021: Dissolution

1. A decision to dissolve the Association may only be made by an Ordinary or Special General Meeting upon a proposal by not less than one-third (1/3) of the members. The proposal must be sent to the Executive Committee not less than three weeks before the date of the General Meeting. A decision regarding dissolution may be made when members collectively holding three-fourths (3/4) of the total number of votes are present and 3/4 of them vote in favour of the decision.
2. If the General Meeting cannot adopt a resolution to dissolve the Association because it is inquorate, it may be decided by a simple majority of the votes present that a new General Meeting shall be convened upon 14 days' notice. A decision to dissolve the Association may then be made by three-fourths (3/4) of the votes cast.
3. The General Meeting that decides that the Association is to be dissolved shall also decide how the dissolution shall be effected, and how the assets of the Association shall be utilised for the benefit of the Faculty of Veterinary Medicine and Animal Science.