

**STATUTES of the  
AGRIS MUNDUS STUDENTS AND ALUMNI ASSOCIATION (AMA)**

**TITLE I: NAME**

**ARTICLE 1 NAME**

§1 The official name of the organization shall be the “Agris Mundus Students and Alumni Association”, hereinafter referred to as “the Association”. The official acronym shall be “AMA”.

**TITLE II: MISSION, VISION AND OBJECTIVES**

**ARTICLE 2 VISION**

§ 1 To serve as a platform for the promotion of the Agris Mundus Master Program and consolidate our identity, building life-long collaboration among members—Alumni and current students—to mutually benefit one another and reinforce the flow of knowledge and cooperation for sustainable agricultural development issues.

§ 2 To strengthen the Agris Mundus Master Program’s reputation, so it shall be recognized as an excellent program, training professionals in sustainable agricultural development.

**ARTICLE 3 MISSION**

§1 The mission of the Association is to serve the interests of Agris Mundus Students and Alumni, notably by providing a forum for networking, communication and collaboration, and by promoting Agris Mundus as a European program of excellence in international education.

**ARTICLE 4 OBJECTIVES**

§1 To have a formal representation that enhances the synergy between current students and graduates as well as with other partners and professionals.

§ 2 To organize fundraising activities for the improvement and enforcement of the program.

§ 3 To promote the Agris Mundus Masters Program as a world-class program of higher education.

§ 4 To organize experiences and projects together.

§ 5 To improve, update, revise, and reinforce the academic curricula of the diverse study tracks that form the Agris Mundus Masters Program.

§ 6 To assist in career development and networking between students, Alumni, staff and other professionals and partners.

### **TITLE III: DEFINITIONS**

#### **ARTICLE 5 DEFINITIONS**

Alumni	Any individual who has graduated from the Agris Mundus Masters Program.
AMA	An abbreviation for the Agris Mundus Students and Alumni Association.
Executive Board	Committee composed of the President, the Global Representative, the Treasurer and the Secretary which are the governing body of the Association
General Assembly	The annual meeting of Agris Mundus Students, during which the resident, the global Representative and the Regional Representatives are elected. The meeting occurs during the orientation week before starting the educational year.
Global Representative	The elected Representative of the AMA responsible for all relations with third parties, chair of the General Assembly and head of the Working Groups. The Global Representative is elected from the M1 students, and is also the Representative for the Erasmus Mundus Association.
M1	The first academic year of the AM course
M2	The second academic year of the AM course, including the thesis research.
Orientation Week	Five-day meeting of all current Agris Mundus students in August, before courses start.
President	The elected representative of alumni, responsible for the leadership and following of the AMA.
Regional Representative	Representative of all the AM students currently studying at one university. Students in every university need to elect their Regional Representative during the general assembly.
Secretary	One of the six Regional Representatives is responsible for the administrative upkeep of the Association. Member of the Executive Board.
Steering committee	Committee composed of the Global Representative and the 6 Regional Representatives
Student	Any individual currently enrolled in the Agris Mundus Masters Program.

Treasurer	One of the six Regional Representatives is responsible for the financial upkeep of the Association. Member of the Executive Board.
Webmaster	Student who is responsible for the Agris Mundus Association website.
Working group	Group of students and Alumni working on a specific topic. The four Regional Representatives, who are not members of the executive board, are responsible for the four Working Groups: communication, fundraising and promotion, academic curricula and students affairs, and career development. Any students and Alumni interested can be involved in these groups' activities.

#### **TITLE IV: MEMBERSHIP**

##### **ARTICLE 6 MEMBERSHIP**

§ 1 The Association offers individual membership to all Agris Mundus Students and Alumni. All individuals who are currently studying in Agris Mundus or who have graduated are automatically members of the Association. If someone is not willing to be a member of the association, he or she should inform the president.

#### **TITLE V: STRUCTURE AND ORGANIZATION**

##### **ARTICLE 7 OVERVIEW OF ORGANIZATIONAL UNITS AND POSITIONS**

§ 1 The Association shall conduct its affairs by means of the organizational units and associated positions as listed below:

- 1) The General Assembly – composed of all currently enrolled students and Alumni present during the Orientation Week.
- 2) The Executive Board – composed of the President, the Global Representative, the Treasurer and the Secretary.
- 3) The Steering Committee – composed of the Global Representative and Regional Representatives.
- 4) Working Groups – each led by one of the Regional Representatives, who are not members of the executive board, and composed of all the other AM students and Alumni that want to be involved.

##### **ARTICLE 8 TIME PERIOD DEFINITIONS**

§ 1 For the purpose of this Statute, “one year” is defined as the time period in between two consecutive General Assemblies, which may be shorter or greater than twelve months, but shall not be less than six months, or longer than 18 months.

#### **TITLE VI: GENERAL ASSEMBLY**

##### **ARTICLE 9 CONVENING OF THE GENERAL ASSEMBLY**

§ 1 The General Assembly constitutes the parliamentary power of the Association.

§ 2 The General Assembly convenes annually, during the orientation week in August, Article 7 § 1 applies.

§ 3 The Executive Board is responsible for preparing the agenda for the General Assembly.

§ 4 All members of the Association have the right to suggest items to be put on the agenda of the General Assembly. Such suggestions must be sent to the President or Global Representative at least two (2) weeks prior to the meeting. The Executive Board reserves the right to prioritize individual agenda items.

#### **ARTICLE 10 DELEGATE PRIVILEGES AND OBLIGATIONS**

§ 1 The General Assembly shall elect the President and the Global Representative of Agris Mundus, as described in Articles 17 and 20.

Regional Representatives shall be selected for each of the six universities. Among them, various responsibilities will be distributed regarding their motivation: two members of the Executive Board (one Secretary and one Treasurer as described in Articles 23 and 24) and four persons who are responsible for the four Working Groups, as described in Article 22.

§ 2 The General Assembly is responsible for establishing the general guidelines for the development of the Association on an annual basis, both in response to suggestions by the Executive Board and/or, at the initiative of students or Alumni.

§ 3 The General Assembly has the right to inspect the Annual Report presented by the Executive Board in order to verify that the general guidelines issued at the previous General Assembly have been respected by the Steering Committee. The Annual Report should be sent out to all Alumni and students at least 4 weeks before the General Assembly.

§ 4 The General Assembly has the right to inspect the minutes of each General Assembly. These must be made available to them, via the AMA website and send per e-mail, within four (4) weeks.

#### **ARTICLE 11 GENERAL ASSEMBLY PARTICIPANTS**

§ 1 The General Assembly Participants are made up of: All currently enrolled AM students (including the Executive Board) and Alumni who are present during the Orientation Week.

#### **ARTICLE 12 VOTING RIGHTS AT THE GENERAL ASSEMBLY**

§1 For decision-making at the General Assembly the following voting rights shall be distinguished:

- a) The right to vote in the election for AMA President
- b) The right to vote in the election for AMA Global Representative
- c) The right to vote on modifications and amendments of the AMA Statutes
- d) The right to vote in the election for AMA Regional Representative

§ 2 All Participants of the General Assembly have the right to vote for (a), (b) and (c). The Regional Representatives (d) are elected per university, and only students enrolled at that university can vote.

§ 3 Online voting is accepted for (a).

§ 4 The President and Global Representative are elected by majority vote. For the amendments of the AMA Statutes, a majority vote of 50% is necessary.

§ 5 After the Global Representative and President elections, students from a given university will gather to select one of themselves as a Regional Representative.

#### **TITLE VII: EXECUTIVE BOARD AND STEERING COMMITTEE**

#### **ARTICLE 13 EXECUTIVE BOARD COMPOSITION**

§ 1 The Executive Board constitutes the executive power of the Association.

§ 2 The Executive Board is composed of the President, the Global Representative, the Treasurer and the Secretary.

## **ARTICLE 14 EXECUTIVE BOARD RESPONSIBILITIES**

§ 1 The members of the Executive Board are collectively responsible for the overall performance and management of the Association with respect to the general guidelines issued by the General Assembly.

§ 2 The Executive Board has the obligation to create an Annual Report containing the Association's main activities and associated expenditures. The Annual Report shall be made available to the Agris Mundus coordinator and to the currently enrolled AM Students, and shall also be published on the Association's website and in the newsletter, at least 4 weeks before the General Assembly.

§ 3 Meetings of the Executive Board shall be documented in the form of minutes, which contain a list of participants, key discussion points, and all formal decisions.

§ 4 Participation in meetings of the Executive Board is mandatory for all members, except in exceptional circumstances. Absentees are required to inform the President, in writing, prior to the meeting, of any reasons for their failure to participate.

## **ARTICLE 15 EXECUTIVE BOARD MEETINGS**

§ 1 Executive Board meetings may be called by the President, or by a motion supported by a simple majority of the Executive Board members.

§ 2 The President is in charge of scheduling these meetings and the preparation of an agenda.

§ 3 Members of the Executive Board shall hold meetings through Skype or e-mail, as often as necessary.

§ 4 All members of the Association have the privilege of suggesting items to be put on the agenda of the Executive Board. Such suggestions must be sent in writing directly to the President. The Executive Board reserves the right to prioritize individual agenda items.

## **ARTICLE 16 THE PRESIDENT**

§ 1 To be eligible, candidates for the position of AMA President must be Alumni of the AM program. There are no other formal requirements.

§ 2 The President is elected through online-voting only, via the procedure specified in [Article 17](#).

§ 3 The President's term commences as of the time the President election result is announced.

§ 4 The President is elected for a period of two years; Article 8 § 1 applies.

§ 5 The President may be voted out of office or resign in between two General Assemblies if a respective petition is presented to the Executive Board, showing the support of at least a quarter (25%) of all currently enrolled students and Alumni. The Executive Board is then obliged to facilitate the requested voting event within four (4) weeks: inform the wider AMA community via the Association's website and newsletter. If at least 50% of AMA members participate in this vote and a two-thirds majority of votes cast demand the President resignation, the President must step down the next working day.

§ 6 The President may be voted out of office in between two General Assemblies by a two-thirds majority decision of the Executive Board.

§ 7 In case the President is voted out of office, the Executive Board shall elect, with simple majority of votes, one among them to act as interim President until the election of the new President.

## **ARTICLE 17 THE ELECTION OF THE PRESIDENT**

§ 1 The Association's President shall be elected following the subsequent procedure:

1. The acting Executive Board shall send out a call for candidates not less than eight (8) weeks prior to the General Assembly.

2. Candidates can present themselves in a pdf document or powerpoint presentation, that must be sent to the acting Global Representative at least one (1) week before the General Assembly, so that this information can be uploaded on the website.
3. The President is elected by majority vote among students and Alumni through online voting.
4. The online votes are sent through e-mail, and counted by the Global Representative.
5. The election continues until one (1) week before the General Assembly.
6. The result of the election will be announced during the General Assembly.
7. In case of a tie, a new vote will be taken immediately, with only the tied individuals as candidates.

#### **ARTICLE 18 DUTIES OF THE PRESIDENT**

§ 1 The President represents officially the AMA association and especially the Agris Mundus Alumni. His/her first duty is to ensure and strengthen the link between the Alumni and the current students of Agris Mundus Masters Program.

§ 2 The President has the co-responsibility with the Global Representative to ensure the overall performance and regular operation of the Association and the four Working Groups, with the assistance of the Executive Board.

§ 3 The President shall organize with the Global Representative and the Executive Board the preparation and execution of the General Assembly.

§ 4 The President is responsible for staying in touch with the alumni and to stimulate networking activities and exchange of information between students and alumni. The tools available for this are the linkedin website and the AMA website.

#### **ARTICLE 19 THE GLOBAL REPRESENTATIVE**

§ 1 To be eligible, candidates for the position of AMA Global Representative must be first year students of the AM program , as the second year students will not be available for the entire scholar year because of their thesis field research. There are no other formal requirements.

§ 2 The Global Representative is elected by the attendees of the General Assembly via the procedure specified in Article 20.

§ 3 The Global Representative's term commences as of the time the Global Representative election result is announced.

§ 4 The Global Representative is elected for a period of one year; Article 8 § 1 applies.

§ 5 The Global Representative will resign at the General Assembly following his/her election.

§ 6 The Global Representative may be voted out of office or resign in between two General Assemblies if a respective petition is presented to the Executive Board, showing the support of at least a quarter (25%) of all currently enrolled students. The Executive Board is then obliged to facilitate the requested voting event within four (4) weeks: inform the wider AMA community via the Association's website, e-mail and newsletter. If at least two-thirds of AMA members participate in this vote and a two-thirds majority of votes cast demand the Global Representative's resignation, the Global Representative must step down the next working day.

§ 7 The Global Representative may be voted out of office in between two General Assemblies by a two-thirds majority decision of the Executive Board.

§ 8 In case the Global Representative is voted out of office, the Executive Board shall elect, with simple majority of votes, one among them to act as interim Global Representative until the election of the new Global Representative.

#### **ARTICLE 20 THE ELECTION OF THE GLOBAL REPRESENTATIVE**

§ 1 The Association's Global Representative shall be elected following the subsequent procedure:

1. The acting Executive Board shall send out a call for candidates not less than four (4) weeks prior to the General Assembly.
2. Candidates can present themselves during the General Assembly or through PowerPoint presentation (that must be sent to the acting Global Representative one (1) week before the General Assembly) if they can not attend physically the General Assembly.
3. The Global Representative is elected by majority vote amongst the students and Alumni present during the General Assembly.
4. A quorum of two thirds of registered General Assembly Participants holding the voting right is required.
5. In case of a tie, a new vote will be taken immediately, with only the tied individuals as candidates.

## **ARTICLE 21 DUTIES OF THE GLOBAL REPRESENTATIVE**

§ 1 The Global Representative is the executive representative of the Association in external affairs, in particular regarding cooperation with the Natura network and the Agris Mundus consortium. He or she shall participate in the annual General Assembly, as well as any meetings proposed by Agris Mundus partners such as Natura, the Agris Mundus consortium, the Erasmus Mundus Association (EMA) or any other relevant organizations. If (s)he can not physically attend these meetings, (s)he should be replaced by one of the Executive Board members.

§ 2 The Global Representative chairs the annual General Assembly, and meetings of the Executive Board. (S)He should participate to the Working Groups meeting.

§ 3 The Global Representative has the co-responsibility with the President to ensure the overall performance and regular operation of the Association and the four Working Groups, with the assistance of the Executive Board.

§ 4 The Global Representative and the six Regional Representatives represent the students' government. They represent the official interface for students' affairs between the students and the different universities.

§ 5 The Global Representative is responsible for writing the annual report, together with the secretary. The annual report should be made available to all AMA members at least four (4) weeks before the general assembly.

## **ARTICLE 22 REGIONAL REPRESENTATIVES**

§ 1 Candidates for the position of Regional Representative must be currently enrolled as Agris Mundus students. If they can not physically attend the General Assembly, they can send their online candidacy to the Global Representative, at least one (1) week before the general assembly.

§ 2 Regional Representatives are elected by the simple majority of votes cast by fellow students at the specific University.

§ 3 Regional Representatives are elected for the period of one year; Article 8 § 1 applies.

§ 4 The election of Regional Representatives occurs during the General Assembly, after the Global Representative and President elections.

§ 5 Two Regional Representatives will be enrolled as members of the Executive Board (one **Secretary**, one **Treasurer**).

§ 6 The other four Regional Representatives will take the **responsibility for the four Working Groups**. They have the right and responsibility to stimulate and coordinate Working Group activities, which contribute to the Mission of the Association and respect the guidelines issued annually by the General Assembly. They are responsible for ensuring that the activities of each Working Group are compatible with each other. The forum for this task is the Executive Board.

§ 7 Regional Representatives may be voted out or resign either by the respective Working Group with a two-thirds majority decision or by the Executive Board with a two-thirds majority decision.

The AM students of the concerned University shall elect a successor with the simple majority of votes cast. The successor's term ends at the next General Assembly.

§ 8 Every regional representative is responsible for preparing the biannual university and AM course evaluation meetings. During the orientation week and in January the Agris Mundus coordinator (Didier Pillot), the regional representative, the university representative and if possible the global representative will meet in order to evaluate the universities and the AM course. Agreements are recorded and progress is monitored during the following meeting.

### **ARTICLE 23 SECRETARY**

§ 1 One of the Regional Representatives will propose him- or herself as the Secretary of the Association for one year. In case several persons are interested in this post, the decision comes to the rest of the students' government (Global Representative with the other Regional Representatives).

§ 2 The Secretary may be voted out of office by the Executive Board with a two-thirds majority decision or may resign. In that case, he or she will be replaced by other members of the Executive Board until the next General Assembly.

§ 3 The duties of the Secretary are the following:

- maintaining and organizing the Association's files
- organizing the Executive Board meetings
- ensuring that the minutes of the Executive Board meetings and the General Assembly shall be produced and made available to members
- responsible for writing and sending out the annual report, together with the rest of the Executive Board
- maintaining and revising mailing lists
- purchasing Association equipment

§ 4 The Secretary who was elected during the previous general assembly, is responsible for ensuring that the General Assembly shall be documented in the form of minutes, which contains a list of participants, key discussion points and all formal decisions. A copy of these minutes shall be made available to all AMA members, through e-mail and the website, within 4 weeks after the General Assembly.

### **ARTICLE 24 TREASURER**

§ 1 One of the Regional Representative will proposed him-or herself as the Treasurer of the Association for one year. In case several persons are interested in this post, the decision comes to the rest of the students' government (Global Representative with the other Regional Representatives).

§ 2 The Treasurer may be voted out by the Executive Board with a two-thirds majority decision or may resign. In that case, he will be replaced by other member of the Executive Board until the next General Assembly.

§ 3 The duties of the Treasurer are the following:

- maintaining the Association's budget and accounts
- assisting the fundraising research and running
- before the General Assembly, providing the Executive Board with the budget situation, to be included in the annual report.
- setting up the budget for the following year with the help of the rest of the Executive Board
- work together with the fundraising and promotion working group.

### **Article 25 WEBMASTER**

§ 1 The webmaster should be preferably a first year student and volunteer.

§ 2 The webmaster is responsible for the Agris Mundus Association website, by updating its content and approaching students and Alumni to write articles for the website.

§ 3 The webmaster has to work together with the Communication Working Group in order to share information, publications etc.

§ 4 In case the webmaster is a second year student, the webmaster has to find a successor before starting his/her thesis field research.

§ 5 The Webmaster may be voted out of office by the Executive Board with a two-thirds majority decision or may resign. In that case, he or she will be replaced by a volunteer until the next General Assembly.

§ 6 The webmaster has to explain to his/her successor the working and goal of the website and if possible, work together on the website for a while.

The AMA website should contain:

- The database of the students profiles. Students and Alumni can post their CV on LinkedIn.
- Links to newsletters.
- Information about the different universities and cities.
- Information about thesis projects and organizations.
- Information of upcoming activities.
- Links to the Agris Mundus webpage and Erasmus Mundus webpage.
- Links to jobs, scholarships, funding opportunities, etc.
- Links to other groups such as the LinkedIn and Facebook group.

## **TITLE VIII: WORKING GROUPS**

### **ARTICLE 26 RUNNING OF WORKING GROUPS**

§ 1 The four Working Groups are : Communication, Fundraising and Promotion, Academic Curricula and Students Affairs, and Career Development. Modification in the number and thematic focus of Working Groups can be proposed to the Global Representative at least 2 weeks before the General Assembly and shall be amended after a 2/3 majority votes of all General Assembly participants.

§ 2 Each Working Group approved at the General Assembly is represented by one of the Regional Representatives.

§ 3 The Regional Representative of each Working Group shall organize its working practices, as well as the frequency and scheduling of meetings, and ensure the preparation of an agenda.

§ 4 Working Group meetings may be called by the Regional Representative, or a majority of its members.

§ 5 The Regional Representatives of each Working Group have to present the results of the Working Group during the General Assembly, and this should also be included in the Annual Report.

### **ARTICLE 27 ACTIVITIES OF THE WORKING GROUPS**

§1 The activities proposed for the **Communication** Working Group are:

- Keep an updated database of all students and Alumni.
- Realize a trimonthly Newsletter with articles, interviews, opportunities and information related to rural development, water, horticulture, etc, for current students as well as Alumni
- Keep an updated CV of all Alumni and organize the Graduates Profile Booklet to be sent to different organizations.
- Link up with other organizations with overlapping interests.
- Be a hub for exchange of information on jobs, internships/stages, and conferences through

different communications media such as the webpage, the monthly newsletter and the list-server.

- Act as the information medium amongst AM students, Alumni and future applicants.
- The webmaster is also member of the Communication Working Group.

§ 2 The activities proposed for the **Fundraising and Promotion** Working Group are:

- To organize events of interest (guest lectures, conferences, and class meetings) to enhance cohesion between members, graduates, and consortium members.
- To look for donors, projects and other fundraising opportunities to nourish and finance the AM activities.
- To budget Association activities and resource management, jointly with the treasurer.

§ 3 The activities proposed for the **Academic Curricula and Students' Affairs** Working Group are:

- To defend students' interests concerning scholarship allowance, academic matters, student life and equal opportunities and access to University services in all the programs.
- To evaluate academic performance by Agris Mundus students in the respective institutions of attendance.
- To promote collective work and academic exchange amongst different universities.
- To evaluate all the academic programs of the different institutions.
- To inform members (Alumni, Students, and Consortium) about evaluations both of the Alumni as well as the masters programs.
- To prepare an annual evaluation with fixed indicators for all universities. The result of this evaluation has to be presented during the general assembly and incorporated in the annual report.

§ 4 The activities proposed for the **Career Development** Working Group are:

- To cooperate with the Communications team to send information about jobs and other opportunities through LinkedIn and other communications media.
- Improvement/facilitation of research and development by linking AM with other international partners.
- Collaboration with international organizations.
- To recommend members to employers/organizations.
- To organize the Graduates Profile Booklet together with the Communication group and send it to different organizations.

## **ARTICLE 28 PARTICIPATION IN WORKING GROUPS**

§ 1 Any student or Alumni interested in one Working Group can become a member of this Working Group, as long as he shows a continuous interest in participating to the group' activities.

§ 2 All participants in a Working Group hold the same rights.

§ 3 Working Group members are entitled to cast their vote in all internal Working Group decisions.

§ 4 A Working Group is composed by students of the same University in the same geographical location, and interested Alumni.

§ 5 Participation in a Working Group is voluntary.

## **TITLE IX: FINAL PROVISIONS**

### **ARTICLE 29 STATUTE MODIFICATIONS AND ADOPTION**

§ 1 This Statute will be considered as adopted if approved by a two-thirds majority of the votes cast by the General Assembly Participants with voting right ([see Article 12.1.c](#)). Following its adoption the operation of the Statute will come immediately into force.

§ 2 Any proposal requesting a modification or amendment to this Statute must be submitted to the Executive Board at least six (6) weeks prior to the convening of the General Assembly.

§ 3 All AMA members will be notified of any proposals calling for modification of the statute at least seven (7) days prior to the convening of the General Assembly.

§ 4 All modifications or amendments to this Statute require the approval of two-thirds (2/3) of the votes cast by the General Assembly Participants holding voting right ([see Article 12.1.c](#)).

### **ARTICLE 30 MISCELLANEOUS**

§ 1 Should an issue arise that is not addressed by this Statute, the Executive Board has the power to make all necessary decisions, with a two-thirds majority. Should a Statutory amendment dealing with this issue be required, it shall be proposed for decision at the next convening of the General Assembly.