

Faculty of Information Studies in Novo mesto	RULES ON	Number: SA-1049
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Based on paragraph 2 of the article 32 of the Statute of the Faculty of Information Studies in Novo mesto (Official Gazette of the Republic of Slovenia, No. 46/2017), the Senate of the Faculty of Information Studies in Novo mesto at its 24th meeting on 30th January 2018 accepted the following

ALUMNI CLUB RULES

1. General rules

Article 1

(1) This list of rules regulates the operations of the Alumni club of the Faculty of Information Studies in Novo mesto (hereinafter: Alumni club FIS).

(2) The Alumni club of FIS is a voluntary association of graduates, masters and doctors of all generations and programs of the faculty and honorary members in accordance with the Rules and operates within the framework of activities carried out and managed by the faculty in accordance with the strategy and rules of the faculty.

2. Intentions and purposes

Article 2

(1) The main purpose of the Alumni club of FIS is to establish and develop professional and social cooperation between graduates and the faculty and to contribute to the personal and professional development of individuals. It encourages belonging to the faculty and promotes the achievements of the faculty.

(2) Intentions and purposes of the Alumni club of FIS:

- The Alumni club of FIS plans, implements and promotes events, activities and services that create added value to the members and strengthen the bond with the faculty,
- encouraging active operation and participation of the members of the Alumni club,
- involving and raising awareness among students about the operation of the Alumni club and the values of the faculty,
- transferring the acquired knowledge and experiences between the members and the faculty,
- concern for the reputation of the professions and education provided by the faculty,
- concern for the faculty's reputation.

3. Management and organization

Version: 01	Valid from: 30 th January 2018	Prepared by: M. Bevc	Reviewed by: D. Jelovac	Adopted by: FIS Senate
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3.1 The Alumni club authorities

Article 3

- the president,
- the council,
- the assembly.

3.1.1 The president of the Alumni club

Article 4

Tasks of the president of the Alumni club of FIS:

- officially presents, manages and represents the Alumni club of FIS,
- convenes and leads meetings of the Alumni club,
- convenes and conducts the Council meetings,
- prepares the club's annual activity report,
- cooperates with the council in strategic decisions related to the Alumni club,
- reports on the work to the council and the assembly at least once a year.

Article 5

Appointment of the president of the Alumni club of FIS

(1) The president of the Alumni club of FIS is appointed by the Faculty's Senate after the consultation with the assembly of the Alumni club of FIS and upon the proposal of the dean.

(2) The term of office of the president of the Alumni club lasts 4 years with the possibility of re-election.

6. article

Termination of the term of office of the president

(1) The mandate of the president of the Alumni club ends:

- with the expiration of the term of office,
- with a written resignation of his own free will,
- with a dismissal by the council,
- with a dismissal by the Faculty's Senate upon the proposal of the dean.

(2) In case of resignation/dismissal of the president before the end of the term of office, until the appointment of a new president, the council appoints a temporary president.

Article 7

3.1.2 The club council

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(1) The council is the highest authority of the Alumni club of FIS, which directs and manages the work of the Alumni club of FIS.

(2) The council has a maximum of 7 members.

(3) The president of the Alumni club of FIS is a member of the council by position. Council members are elected by the assembly from among its members.

(4) The term of office of the council members lasts 4 years with the possibility of re-election.

(5) The council is active at the meetings which are convened by the president as needed. The council has a quorum if the president and at least 3 members of the council are present. A majority of the votes present is required for resolutions to be valid.

Article 8

Tasks of the council

Tasks of the council are:

- promoting the Alumni club of FIS and the FIS itself,
- accepting the program of the club's activities,
- accepting the club's annual activity report,
- preparing events and meetings of the Alumni club of FIS,
- other tasks in accordance with these rules,
- submitting proposals to supplement the rules on the Alumni club of FIS.

Article 9

Termination of the term of office of a member of the council

The term of office of a member of the club council ends:

- with the expiration of the term of office,
- with a written resignation of his own free will,
- with a dismissal by the club council.

3.1.3 Alumni assembly

Article 10

(1) Members of the assembly are all graduates of undergraduate and postgraduate programs at the Faculty of Information Studies in Novo mesto who decide to enrol in the Alumni club of FIS.

(2) An honorary member is a person who has special merits in the operation and development of the faculty. The title of an honorary member can also be awarded to a non-member who has made special merits to the functioning and reputation of the Faculty. The title of an honorary member is awarded by the president of the Alumni

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club of FIS on the proposal of the council of the Alumni club with the consent of the Faculty's Senate.

(3) The Faculty manages a record of members of the Alumni club of FIS, which is a collection of the following member data: name and surname, email address, mobile phone number, field of study, year of enrolment and year of completion of studies.

Article 11

Enrolment and termination of membership

(1) The declaration of enrolment in the club is offered for signature to a graduate at the awarding of diplomas upon completion of studies at the faculty. By submitting a declaration of membership, a candidate agrees to honour the rules of the Alumni club of FIS and the Faculty's code of ethics. The club council retains the right to reject a candidate's application for membership in the Alumni club at any time due to moral and ethical concerns.

(2) The membership in the Alumni club ends with a written voluntary withdrawal or with an expulsion by the council.

(3) A member can voluntarily withdraw from the Alumni club of FIS by sending a written withdrawal statement to the council. The withdrawal is valid from the date of the receipt of the statement. A member can be expelled from the Alumni club of FIS if the council, based on a proposal by the members, determines that the member is damaging the reputation of the Alumni club and the reputation of the Faculty.

(4) The expelled member may appeal against the decision of the council within 30 days after receiving the decision on the expulsion, by addressing the appeal to the Senate of FIS.

Article 12

Rights, benefits and duties of the members

(1) The members of the Alumni club of FIS have the right to:

- vote and be elected to the authorities of the Alumni Club of FIS,
- be informed about the activities and functioning of the Alumni club of FIS,
- benefits originating from the membership of the Alumni club,
- participate in activities and events organized as part of the Alumni club,
- make their suggestions.

(2) Membership in the Alumni club of FIS brings the following benefits:

- invitations to regular annual meetings of the Alumni club of FIS,
- invitations to participate in events organized by the Faculty's career center,
- invitations to festive events of the Faculty,
- information about conferences and other events organized by the Faculty,

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- cooperation in developing the Faculty's programs,
- maintaining contact with the Faculty after completing the studies,
- promotion of the Alumni's professional achievements and other.

(3) Members of the Alumni club of FIS are obligated to:

- act in accordance with these rules,
- pursue for the reputation of the Alumni club and the Faculty itself,
- respect the decisions of the Alumni club authorities,
- act in accordance with the Faculty's code of ethics.

Article 13

Sources of financial and material resources

(1) The Alumni club disposes with financial resources in accordance with the work program of the Alumni club of FIS and the annual financial plan of the Faculty. The funding sources of the Alumni club of FIS are:

- resources for the operation of the Alumni club allocated by the Faculty,
- voluntary contributions and gifts from individuals,
- contributions from sponsors and donors,
- resources obtained from selling tickets for paid events,
- possible membership fee,
- other.

(2) Resources of the Alumni club are kept on the Faculty account in a special cost center.

14. article

These rules enter into force on the day they are adopted by the Faculty's Senate and begin being used after they are published on the Faculty's websites.

Dean FIŠ

prof. dr. Matej Makarovič

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Version	Date of issue	Description of changes
01	30 th January 2018	Initial release

Unofficial translation: in case of any inconsistencies with the Slovenian version, the Slovenian original is considered binding.

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