

# **ALOYSIANS AND PARTNERS IN NORTH AMERICA (APNA): MISSION, CHARTER AND BYLAWS**

## **THE VISION AND MISSION OF APNA**

**1.1** *Aloysians and Partners in North America (APNA)* is an association of alumni and alumnae of St. Aloysius College and Schools (hereafter designated as SAC), Mangalore, India, residing in North America that includes the United States of America and Canada, as also the friends of Aloysians designated here as “partners” in the cause of APNA.

[SAC is a registered educational institution run by the members of the Karnataka Jesuit Province of India, (Post Box 720, Kodiyalbil PO, Mangalore 575003, 011-91-824-244-5813 (Res), 011-91-824-241-1316 (Fax), [sacjesuit@hotmail.com](mailto:sacjesuit@hotmail.com), [www.staloyusius.ac.in](http://www.staloyusius.ac.in) (Website)) and is currently composed of a Middle School, High School, Evening High School, Day College, Evening College, Institute of Computer Sciences, Institute of Social Work, Institute of Konkani, College of Business Administration, Laboratory of Applied Biology, College Hostel, Industrial Training Center, and the Aloysian Boys Home. SAC was founded in 1879 and celebrates its 125<sup>th</sup> anniversary in 2005. Currently SAC teaches over 8,000 students with over 420 faculty members. SAC is an equal opportunity higher educational institution, with a special mission for sponsoring poorer boys and girls. SAC has several outreach activities of social and economic development where students and faculty take an active part. Currently, SAC has about 500 alumni-alumnae in the USA and Canada, most of whom are medical doctors, university professors, licensed engineers, lawyers, CPAs, IT specialists, corporate executives and successful entrepreneurs].

**1.2** The primary *vision* of APNA is to empower SAC and its Satellites to become a preeminent, nationally and internationally renowned educational institution (e.g., a Deemed University) in the State of Karnataka that serves its constituencies and neighboring states, cities, villages and other communities in achieving academic excellence, self-development, spiritual values, ethical integrity, socioeconomic justice, and enthusiasm for community service, guided by the lofty ideals of Saint Aloysius Gonzaga, and for the greater glory of God.

**1.3** The primary *mission* of APNA is to realize the vision of APNA by serving St. Aloysius College (SAC), its satellite institutions and social development projects, its administration, faculty, staff and students with developmental support of new ideas, new programs, new global outreach opportunities, and funds (in cash or kind) for implementing them.

## **GOALS OF APNA**

**2.1** The goals of APNA are subservient to the primary mission and vision of APNA as defined in 1.2 and 1.3.

**2.2** The primary goal of APNA is to be the overseas developmental arm of SAC and its satellite institutions that supports the development and financing of SAC’s new programs and projects.

**2.3** The secondary goal of APNA is to encourage and support the administration, faculty, staff and students of SAC and its satellite projects in obtaining specialized training and development in North American universities or other international educational institutions.

## **OBJECTIVES**

- 3.1 A defining objective of APNA is to live the spirit of SAC and to give back to SAC our best in terms of time, talent, dedication and resources (cash and/or kind) such that SAC and its satellite institutions realize our heritage of academic excellence, religious faith, socioeconomic justice, moral integrity and civic responsibility.**
- 3.2 Thus, the objectives of APNA will be streamlined to fulfill the vision, mission and goals of APNA as circumscribed under 1.2 and 1.3, 2.2 and 2.3, respectively.**
- 3.3 A major objective of APNA is to found and expand its membership of ex-Aloysians and partner-friends in North America.**
- 3.4 The revenues collected from the founding member donations and other life membership dues will be exclusively spent for SAC projects as prioritized in 3.6 below. A small percentage (less than 5%) of these revenues may be allocated for annual expenses of APNA operations.**
- 3.5 A second major objective is to develop a strong network of bonding relationships between the members of APNA, develop an Aloysian alumni/ae directory, stage annual gathering functions to report and discuss APNA projects, accomplishments and future strategies.**
- 3.6 Given its vision, mission, goals and objectives, APNA seeks to actively sponsor educational, social developmental and charitable causes of SAC some of which are:**
  - a) New Educational Programs and Projects (inclusive of faculty, staff, students, buildings, books, computers, and the like) initiated by SAC, especially those that include poorer students and underdeveloped areas among its local communities.**
  - b) Extracurricular projects such as intramural, intercollegiate and interstate athletics, sports, and fine arts contests regardless of gender, creed, economic or social status.**
  - c) New SAC Educational and Developmental Extension Programs and Projects (including faculty, staff, students, buildings, housing, books, computers, IT infrastructure, and the like). Specifically, APNA will assist in the service outreach of SAC (e.g., Industrial Training Center, Aloysian Boy's Home) and establishing similar institutions for the human development of the underprivileged and neglected segments of the society.**
  - d) Academic research or program collaborations or joint ventures between SAC and Jesuit (and non-Jesuit) Universities of the United States and Canada, especially those programs that would further the goals under (a) to (c).**
  - e) Scholarships for development (domestic or overseas) for SAC faculty, administration and staff.**
  - f) Scholarships for needy and qualifying students in SAC and its Satellite Institutions.**
  - g) Exchange Student Scholarships for SAC students in the Jesuit Universities of the United States and Canada.**

- h) **Networking and assisting SAC graduates (past and present) seeking further degrees or training in the USA and Canada.**
- i) **Recognizing outstanding SAC alumni and alumnae accomplishments (academic, social, economic, political, and religious) as APNA members.**

## **APNA CHARTER AND BYLAWS**

### **Founding Membership and Donations**

- 4.1 The Aloysians and Partners in North America (APNA) will be the official registered name of this nonprofit organization.
- 4.2 APNA will seek a tax-deductible (501c (3)) status and an ID number from the Internal Revenue Service (IRS) so that all membership dues, donations and contributions made to APNA are tax-deductible.
- 4.3 Aloysians and partners in North America who join the APNA before December 31, 2005 will be designated as the “Founding Members” of APNA. Those that join on January 1, 2006 and after will be designated as “regular” members of APNA.
- 4.4 Founding membership (till December 31, 2005) and regular membership of APNA is open to all Aloysians, their relatives and friends as long as they are committed to the vision, mission, goals and objectives of APNA.
- 4.5 The annual membership dues of both founding and regular members will be US\$ 100.00 or its foreign equivalent to be paid within the first three months of each calendar year.
- 4.6 APNA member may donate or contribute any amount and at any time to APNA. All dues, donations and contributions will constitute the “APNA Fund.”
- 4.7 All donations and contributions will be fully utilized for SAC’s educational, social development and charity projects, especially those listed in 3.6.
- 4.8 No more than a quarter of membership dues will be spent on internal operations of APNA such that the remaining portion of the dues could be also allocated for the projects under 3.6.
- 4.9 Retiring or departed founding members of APNA may be replaced by their legatees or assigns or other APNA members who pledge their allegiance to the mission, vision and goals of APNA and to the annual donations as suggested under 4.5 and 4.6.

### **APNA Administration: The Board of Trustees**

- 4.10 The Board of Trustees (called the APNA *Board of Trustees* or *ABT*) will legally own and take responsibility for the APNA fund. The first ABT will be democratically selected from among the founding members of APNA. Once the first ABT of about 20 members is constituted, later additions to the ABT will be selected, approved, and ratified by a simple majority of the ABT. [See An Organization Chart in *Figure I*].

- 4.11 The members of ABT will serve a term of four years. They may, however, be re-elected for an additional four-year term if so nominated and approved as per 4.10.
- 4.12 It is deemed appropriate that the Rector of SAC is an ex-officio “external” member of the APNA Board of Trustees (ABT).
- 4.13 Up to two additional “external” members of ABT may be nominated by the SAC Administration, Mangalore, India (that includes the SAC Rector, the SAC Principal, Vice Principal, Director of Postgraduate Studies, the Headmaster, and other major SAC administrators) but ratified by the ABT in North America. These Board members may fully function from India using proxy absentee votes.
- 4.14 A Chairperson and a Vice-Chairperson duly elected by a simple majority of ABT for a period of four years each will govern the ABT. The Chairperson (or in his/her absence, the Vice Chairperson) will preside over the meeting of the ABT. If any of these two offices falls vacant during the four-year term, the ABT will replace that office by a simple majority vote for the remaining period of the term.

### **APNA Administration: The Executive Committee**

- 4.15 An Executive Committee of five elected members will conduct the day-to-day operations of APNA and its funds: the President, the Vice President for development, and the Vice President for Membership, the Secretary and the Treasurer. These five will form the APNA *Executive Committee* (hereafter, AEC).
- 4.16 The ABT will specify the respective roles and responsibilities of the AEC.
- 4.17 The members of the AEC may be selected from among the founding or regular members of APNA.
- 4.18 ANY AEC member may be elected for other AEC offices but only up to a cumulative total of six continuous years in AEC.
- 4.19 The AEC reports to the ABT represented by its Chairperson.
- 4.20 The ABT will advise and supervise the AEC on the management of APNA funds.
- 4.21 The AEC will meet as often as needed for the execution of their roles and responsibilities as assigned by the ABT. The president of AEC in cooperation with other AEC members will decide upon the day, time, location and agenda for such meetings.

### **The Annual General Body Meeting**

- 4.22 The *APNA General Body* is composed of members of the ABT, the AEC and the founding and regular members of APNA.

- 4.23 The Annual General Body will meet at least once a year at a place, day, and time agreed upon by the AEC in consultation with the Chairperson of the ABT. This will be called the *Annual General Body Meeting* [AGBM]. The Secretary of the AEC will call and organize the AGBM.
- 4.24 The Chairperson and/or the Vice Chairperson of the ABT will preside over the AGBM.
- 4.25 All members of APNA should be informed about the day, time, place and agenda of the AGBM at least 10-15 business days before that meeting is called. In this regard, e-mail information will be considered as official and normal. If AGBM were to be held outside North America (e.g., SAC, Mangalore, India), then a notice of 60-90 days shall be given.
- 4.26 At least twenty percent (20%) of the total members of the APNA (inclusive of ABT, founding and regular members) together with at least the Chairperson or the Vice Chairperson of the ABT and at least three members of the AEC (including the President) will constitute the *quorum* for the AGBM.
- 4.27 At the AGBM any of the Bylaws of APNA may be amended. Any APNA member may initiate the proposal for such an amendment, submit it in writing to the AEC for its tentative approval, and the AEC after consultation with the ABT Chairperson will inform all APNA members of the proposed version of the amendment at least 15 business days prior to the AGBM.
- 4.28 A two-third majority vote of the members present at the AGBM will be deemed necessary for major changes of the mission, vision, objectives and bylaws of APNA. Valid absentee ballot votes or votes by proxy could be included to make up the two-third majority votes required.
- 4.29 Election of new members (if any due) of the AEC may be conducted during AGBM by a simple majority of the members present.
- 4.30 It is proper that the conventional *Revised Roberts Rules of Order* be used to guide a smooth democratic and parliamentary process in all APNA General Body Meetings and deliberations.
- 4.31 The minutes of the AGBM will be drawn by the Secretary of the AEC to be approved at the next AGBM, and preserved in the APNA Archives.
- 4.32 It is desirable that at least every fifth year the Annual General Body Meeting is held in SAC, Mangalore, preferably in the first week of January when SAC celebrates its birthday.

### **APNA Revenues Administration:**

- 4.33 The Treasurer of APNA will collect all donations, contributions and dues from the founding and regular members, respectively, and according to time schedules agreed upon by the AEC.
- 4.34 The disbursement of all APNA funds either for SAC Projects under 3.6 or for Special Projects requested by the Rector of SAC or initiated by the ABT will be done only by the AEC in conjunction with the ABT.
- 4.35 All requests for funds on behalf of SAC or its Satellites coming from India should be routed through the Rector of SAC who after due consultation with his council will approve and forward such requests to the Chairperson of the ABT or the President of the AEC.

- 4.36 If and when special funding requests come from the Rector of SAC or from the APNA members, the AEC in conjunction with the ABT will approve such projects for funding, and accordingly, request special donations from all the APNA members and other well-wishers.
- 4.37 With due consultation with the AEC and the ABT, the Treasurer of APNA will money-manage the APNA Funds until they are disbursed to SAC projects.
- 4.38 The use, disbursement and final accountability of APNA funds will be that of the AEC in conjunction with the ABT and in consonance with the vision, mission, goals and objectives of APNA, especially in accordance with the priorities listed in 3.6.
- 4.39 An Official Audit of the APNA funds will be undertaken every year, generally a few weeks before the AGBM, so that the ABT can review it before reporting to the AGBM.

### **APNA Membership Rights and Duties**

- 4.40 All founding and regular members have the right to be informed about the status and the proper disbursement of APNA funds.
- 4.41 All APNA members have the right to access the Executive Committee members for voicing legitimate complaints, suggestions and seeking redress.
- 4.42 All APNA founding and regular members have the duty to honor their annual membership dues or donation-pledges. All checks will be drawn on APNA and mailed to the APNA Treasurer.
- 4.43 APNA members may voluntarily resign membership for personal reasons. Upon death, the spouse or the children may continue any APNA membership.
- 4.44 APNA membership may lapse when dues are not paid for over three consecutive years.
- 4.45 APNA membership may not be discontinued unless for very serious reasons as judged by the AEC and the president of ABT.
- 4.46 All members of ABT and the AEC will volunteer their services willingly and freely to the administration, growth and development of APNA. Reasonable expenses (e.g., postal, stationery, APNA business phone calls or essential travel) may be charged to APNA membership funds.

### **Founding of APNA Chapters:**

- 4.47 APNA will encourage founding Chapters of APNA in other populous cities of North America where there is a larger representation of Aloysians and friends.
- 4.48 All Chapters of APNA will be affiliated to the main founding body of APNA. The affiliation fee per APNA Chapter member family will be the same as for other APNA regular members.
- 4.49 The specific purpose of each Chapter of APNA will be to promote local bonding and networking of Chapter members and to initiate Chapter-based supports to SAC.

- 4.50 Each Chapter of APNA may draw its own bylaws as long as they safeguard the mission, vision and goals of APNA as stated in the vision, mission, goals and objectives of the founding APNA.
- 4.51 The Annual General Body Meeting of APNA may be rotated to other centers of APNA Chapters.

### **Concluding Endorsement**

**We, the founding members of the Aloysians and Patrons in North America (APNA), after having duly reflected on our mission, goals and objectives as Ex-Aloysians and friends in North America, and after having freely expressed, discussed and carefully formulated our views and strategies for serving our Alma Mater, SAC, hereby endorse, ratify, and promulgate unto ourselves the above stated vision, mission, goals, objectives, the charter and the bylaws of APNA with the sole purpose of serving and supporting our Alma Mater, St. Aloysius College and its Communities and for fostering bonding relationships among all the founding and regular members of APNA. We hereby affix our signatures for the greater glory of God.**

**(Revised: August 22, 2004)**

**Figure 1: An Organization Chart for APNA**



