

MINISTRY OF EDUCATION OF THE REPUBLIC OF AZERBAIJAN

Azerbaijan State University of Economics

International Master's and Doctoral Center

Alumni Association of the International Master's and Doctoral Center

INSTITUTION

PROVISIONS

1. The Alumni Union of the International Master's and Doctoral Center (hereinafter IMDC - MB) is an elected body that monitors the scientific interest and social creativity of graduates of the International Master's and Doctoral Center and stimulates their social activity.
2. IMDC - MB operates to ensure the active participation of graduates in the scientific-pedagogical and social life of the university, creating continuous contact with talented and capable graduates, and strengthening the future personnel potential of the university.
3. IMDC - MB is under the leadership of the International Master's and Doctorate Center and reports to the Faculty's Scientific Council.
4. The Alumni Scientific Union is regulated in its activities by relevant normative legal laws in the field of science and education.

PRINCIPAL OBJECTIVES AND DUTIES

1. Its main purpose is to maintain and develop union and alumni relations, to continue professional development, to assist the work of the center in expanding and stimulating research activities, having professional and social networks, information exchange, business cooperation, and mutual support;
2. Establish and strengthen existing relationships with similar alumni associations operating in the region and globally, as well as other governmental and non-governmental institutions.
3. IMDC - MB should ensure the participation of members in scientific conferences and should regularly carry out publicity work regarding their participation in various scientific seminars and events.
4. Highlighting the achievements of IMDC - MB graduates and organizing mentoring programs for other graduates who are interested in the field of activity of these graduates.

Action plan to achieve goals

1. To mediate in the preparation of events for alumni meetings and to inform our alumni about these events.
2. Create and coordinate digital platforms that enable collaboration and solidarity among alumni.
3. To ensure the implementation of the mentoring program
4. Organizing events with alumni and assisting with events organized by the center.
5. Working to get to know alumni better and strengthen communication.
6. To prepare and implement joint social projects.
7. Seminars, conferences, etc. inform graduates about academic events.
8. Provide academic support for graduates to implement their ideas and initiatives related to professional and academic issues.
9. To ensure that graduates are informed about the events and achievements of IMDC.
10. Creation of platforms for joint research with graduates.

ALUMNI ASSOCIATION STRUCTURE

1. The alumni association is governed by an executive board of five volunteers elected by their fellow alumni for one-year terms.
2. Elections to IMDC - MB should be held within 20 working days from the beginning of each new year. The right of the members of the center to participate in the election is free.
3. The annual priority directions of IMDC-MB are determined by the board of directors at the first meeting.
4. Young employees of the center who are closely related to the scientific and social life of the center, and actively engaged in scientific activities, and the center's young employees can be candidates for the post of IMDC - MB chairman.
5. Graduates elected to the membership of IMDC-MB form the management board of the association by independent voting among themselves. The composition of IMDC-MB consists of the board of directors, as well as permanent and honorary members.
6. The management board of IMDC - MB is as follows:
 - I. Chairman of IMDC - MB.
 - II. Deputy of IMDC - MB

- III. Coordinator for the organization of supervision of the activity of IMDC - MB
- IV. Head of the idea and design committee
- V. Head of the press-information committee

ORGANIZATION OF THE WORK OF THE ALUMNI ASSOCIATION

1. IMDC - MB body is the scientific council. The creation and reorganization of IMDC - MB is carried out based on the decision of the scientific council of the union.
2. IMDC - MB members determine their action plans at the meetings of the scientific council and implement them with the participation of graduates.
3. IMDC-MB the activity of the center is controlled by the management. IMDC-MB event plan is implemented with the approval of the center director.
4. IMDC-MB implemented an action plan for the center that serves primarily to expand the scientific-pedagogical and social activities of the center and at the same time to realize the goals of the graduates.
5. IMDC-MB - The board of directors operating at this structure prepares events in relevant directions and ensures the participation of graduates here.
6. IMDC-MB organized scientific conferences, seminars, workshops, and other events on the initiative of its members. Also, IMDC-MB its members represent the university at various republican and international level scientific events under the direction of the management.
7. IMDC-MB operates based on the relevant "Charter" as an independent self-governing body.

IMDC-MB RIGHTS OF MEMBERS

1. IMDC-MB the rights of the members are protected by the center management.
2. IMDC-MB members may meet and hold meetings independently.
3. IMDC-MB should not interfere with the work process of graduates.
4. IMDC-MB is inadmissible to create obstacles to the activities regarding negative situations. IMDC-MB members have the right to raise issues and make decisions at the meetings of their scientific councils. Those decisions can be implemented based on the recommendations and instructions of the director of the center.
5. Including the financial issues of the members and center management for their activities, IMDC-MB can form its budget through sponsorship based on certain grant projects, competitions, as well as negotiations with various private enterprises.

ADDITION TO THE "STATUTE".

Schedule of the management board and members of the Alumni Association of the International Master's and Doctoral Center

R N	Name, surname and patronymic	Position (education, group)	Means of communication (tel., email)	For the record
Board of Directors				
Chairman of the Union				
1.				
Vice President				
2.				
Coordinator for the organization of supervision over the activity of IMDC-MB				
3.				
Head of the idea and design committee				
4.				
Head of the press-information committee				
5.				
Members				

Work plan schedule (for example)

R N	Summary of work to be done	Period of performance	Executive Officer
1.	2.	3.	4.
1.			
2.			
3.			
4.			

International Masters and Doctorates

Chairman of the Alumni Union of the Center:

Date