

DBS Network Constitution

Chapter 1: General Provisions

Article 1 (Name of the Society)

The DBS Network, abbreviated as DBSN, is hereinafter referred to as the "Society".

Article 2 (Purpose)

The Society is much more than just a Business School Alumni Association. Rather, it aspires to be a highly effective human network comprised of current students, graduates, and faculty staff of the Doshisha University Graduate School of Business (hereinafter referred to as "DBS"), and representing a variety of fields such as business, education, research etc. The Society is coordinated for the purpose of supporting and promoting the development of Doshisha University as well as making a positive contribution to society at large.

Article 3 (Office Location-)

The location of the office of the DBS Network will be established according to the provisions provided by the Executive Board.

Article 4 (Activities and Work of the Society)

The Society conducts the following activities to achieve its purpose:

- ① Managing and maintaining the network of people who have completed their studies at DBS
- ② Hosting social gatherings etc. organized by members of this Society
- ③ Organizing various kinds of study sessions and lecture meetings in order to encourage and enable our members to continuously acquire new knowledge, insight and abilities
- ④ Conducting projects or activities necessary to help develop the DBS network
- ⑤ Operating and managing the Society's website and mailing list
- ⑥ Performing additional activities outside of the preceding items whenever necessary

Article 5 (Consultation with DBS)

The Society consults with the DBS on important matters.

Article 6 (Subcommittee)

The Society will organize individual subcommittees when necessary.

Chapter 2: Membership

Article 7 (Membership Requirements)

1. This Society shall be comprised of registered members who fulfill the all of following requirements: (1.1) fit into a category as outlined in Items 1-4 below, (1.2) submit a membership application to the Society's Executive Board and, (1.3) pay the required membership fee as prescribed in Article 8.

To become a member of the society, the applicant must belong to one of the categories listed in Items 1~ 4 below:

- ① Currently employed or retired faculty staff of DBS (per the DBS Network Constitution, Revised on March 21, 2018)
- ② Graduates of DBS
- ③ Current students of DBS or former students of DBS who, for unavoidable reasons, were not able to complete the program and therefore did not officially graduate from DBS
- ④ Other individuals and organizations that support the purpose of the Society and the educational activities of Doshisha University

2. Regarding Item 4 of the preceding paragraph, this item applies only to individuals and organizations with a special relationship to DBS or the Society. Individuals or organizations seeking membership under Item 4 must be recommended by at least 5 current members. Their membership is also subject to approval by the Executive Board.

Article 8 (Membership Fee)

1. Anyone who falls under Item 1, Paragraph 1 of the preceding Article must pay a 25,000 yen lifetime membership fee. Faculty staff in their final year of employment (also referred to as the "retirement year") must complete their payment by the end of that year.

2. Anyone who falls under Item 2 Paragraph 1 of the preceding Article but did not pay the lifetime membership fee in full before completing their program at DBS must pay the remaining amount due promptly, according to a method determined by the Executive Board.

3. Anyone who falls under Item 3 Paragraph 1 of the preceding article must pay 25,000 yen as lifetime membership fee by the time they complete their program and graduate. Those who could not complete the program due to unavoidable reasons, and therefore did not graduate from DBS, must pay the remaining difference owed (that is, the 25,000 yen lifetime membership fee minus what has already been paid in annual fees up until that time).

4. The collection of the lifetime membership fee of the students of the DBS Business Majors in the preceding paragraph shall be entrusted to Doshisha University.

5. Any individuals or organizations who fall under Item 4 Paragraph 1 of the preceding article must be approved by the Executive Board (as stipulated by paragraph 2 of the preceding article) and must pay the 25,000 yen lifetime membership fee promptly, according to the method determined by the

Board of Directors.

6. Regarding the membership fees of organizations mentioned in Item 4 Paragraph 1 of the preceding article, a special Executive Board meeting shall be convened to address the matter each time, as needed.

7. In principle, any membership fees already paid shall not be refunded. However, there may be exceptions as determined by the Executive Board.

8. By resolution, temporary membership fees can be collected during general member.

Article 9 (Loss of Membership)

1. Members may lose or relinquish their membership to the Society for the following reasons.

① Death

② Withdrawal

③ Expulsion/Dismissal

2. Members who wish to withdraw from the Society, as mentioned in Paragraph 1 above, must submit their request in writing.

3. Members who engage in any activities or behaviors that damage the reputation of the Society, or otherwise harm the Society and/or its members, can be expelled (dismissed) from the Society by resolution of the Executive Board.

Article 10 (Restriction of Membership)

1. We will remove from the members' mailing list any members who cannot be reached by email or postal mail.

2. Anyone who has not paid outstanding dues exceeding the fiscal year and after two or more urgent reminders will be removed from the mailing list and their login authority to the Society's website will be deleted. If the membership fee is paid, he or she will be re-registered to the mailing list and re-granted login authority to the website.

Chapter 3 General Assembly Meeting

Article 11 (General Assembly)

The Annual General Meeting is held once every year, within three months after the end of the fiscal year.

An Extraordinary General Meeting can be held whenever the Executive Board approves it, or when there is a claim by one-quarter or more of the members.

Article 12 (Convocation of General Meeting)

The General Assembly shall be convened by the Chairman of the Executive Board.

Members must be notified, via the Society's website or other appropriate method, about the purpose, date and place of the General Assembly at least two weeks before the General Meeting is convened.

Article 13 (Resolution of Proceedings)

1. Regarding any matters to be resolved at the General Meeting, in order to be passed, the resolution must be approved by a majority of the attending members. In the case that the members are equally divided, the Chairperson will make the final decision.

However, in order to change an existing constitutional regulation, it is necessary to obtain the consent of two-thirds or more of the attending members.

2. Regarding the above term "attending members" used in Paragraph 1 of this Article, this shall include not only the members who physically attend the General Assembly, but also members who either submit their vote in writing in advance of the General Meeting, or designate in advance of the meeting a proxy to vote in the meeting on their behalf.

Article 14 (Matters to be Resolved at the Ordinary General Meeting)

The following matters shall be submitted to the ordinary general meeting to obtain the certification.

- ① Business Report of the previous fiscal year, income and expenditure account statement
- ② The budget for the current fiscal year
- ③ Election of secretary for the next year

Article 15 (Submitting Proposals for the General Meeting)

A member may introduce a proposal for discussion at the General Meeting by submitting a document (with clear reasons for the proposal) to the Executive Board. This document must be signed by at least 20 members and must be submitted 30 days before the General Assembly is convened.

Chapter 4 Executive Board

Article 16 (Election of the Chairperson and Composition of the Executive Board)

1. The Executive Board of the Society shall be composed of the following:

1 Chairman

4 Vice Chairperson (approximate number)

1 Accountant

1 Public Relations Manager

1 IT Manager

1 General Affairs Manager

1 School Year/Cohort Leader for cohorts that have already graduated

1 Planning and Development Manager

1 School Year/Cohort Leader for Current Students (If necessary, you can appoint a Deputy Chairperson after receiving approval from the Chairperson)

1 Auditor

1 Branch or Chapter Leader (1person / Chapter)

2. The appointment of the Chairperson shall be made by the previous year's Executive Board and approved at the general meeting.

3. New Executive Board members (Chairperson, Vice Chairperson, Auditor, and all others) are elected by the existing Executive Board.

4. In cases where it is necessary to add more Executive Board Members and/or replenish for vacancies, the Chairperson can fill the vacancy without the approval of the General Meeting.

However, the number of vacancies filled by the Chairperson without the approval of the General Meeting cannot exceed one-third of the total number of Executive Board members.

Article 17 (Term of the Chairperson)

The term of the Chairperson is basically one year, beginning from the time when the approval of the appointment is made at the regular General Meeting to the end of the next regular General Meeting.

The Chairperson must, however, remain in his or her position until a successor is decided.

If the Chairperson resigns from office before his or her term is completed, a replacement Chairman will be elected. In this case, the term for the replacement Chairperson will be equal to the remaining amount of time left in the term of the original Chairperson.

Article 18 (Roles of the Executive Board)

1. The Chairperson shall oversee the activities of the Society, Chair the

Annual General Meeting and enforcing the resolutions passed in the General Meeting.

The Vice Chairpersons will assist the Chairperson and act on his or her behalf if the Chairperson is unable to serve. In addition, the Vice Chairpersons act as the heads of each division of the DBS Network, and shall be responsible for the management of each department.

2. The Accountant prepares, maintains, and manages the previous year's business report, balance sheet, property inventory, and account settlement statement for each fiscal year. He or she is also responsible for the accounting and management of bank accounts of the Society.

3. The PR / IT Managers are in charge of the publicity and advertising of the Society, and maintain and manage the website and the mailing list. They also maintain and manage the access authority registration to the Society's website. Furthermore, as the first point of contact for DBSN, they are responsible for handling inquiries from members regarding the operation of the Society.

4. The General Affairs Manager shall maintain and manage the membership list of the Society and shall be in charge of admission acceptance of new members as well as administrative procedures concerning membership withdrawal.

5. At the beginning of each fiscal year, the Planning and Development Manager shall formulate the

DBSN Annual Action Plan and implement it with the assistance of the DBSN Executive Board. He or she also plans and manages the events of the Society.

In addition, when reviewing the constitutional rules, the Planning and Development Manager shall compile the change plan.

6. School Year/Cohort Leaders shall each be elected on the basis of the enrollment year, participate actively in the management of the Society, and shall be contact points for members and students in their representative school year.

Article 19 (Authority of the Executive Board)

The job authority of the executive committee shall be as follows.

- ① Matters concerning asset management
- ② Matters concerning budget and settlement
- ③ Matters concerning the election of the Executive Board
- ④ Matters to be deliberated at the Annual General Meeting
- ⑤ Matters concerning the operation management of the website and the mailing list
- ⑥ Other important matters

Article 20 (Financial Audit)

The Auditor will audit the financial statements.

An auditor can attend the Executive Board meeting and give an opinion.

Article 21 (Resolutions of the Executive Board)

All the proceedings of the Executive Board shall be approved by a majority of the Executive Board members present during the meeting. In the case that the Executive Board members are divided equally and there is no majority opinion, the Chairperson will make the final decision.

Article 22 (Expenses of the Board of Directors)

The expenditures of the Society will be allocated from money earned by the collection of student membership fees, the lifetime membership fees, and other income.

Article 23 (fiscal year)

The fiscal year of the Society shall begin on April 1 and end March 31 of the following year.

<Supplementary Provisions>

1. This revised Constitution will go into effect from April 1, 2006. However, the Chairman elected before this constitutional amendment revision became effective, shall remain in his position until the term of office expires.
2. Article 8, Paragraph 3 of this Constitution shall be applied to students who enrolled after the date

of its approval at the General Assembly, and the old constitutional provisions shall apply to the students who enrolled prior.

3. Article 8, paragraph 4 of this Constitution will be implemented on a day after approval is obtained from Doshisha University, and that paragraph shall be applied to the students who approved the it from their year of enrollment. Immediately after Doshisha University approves the revision, the Chairperson shall issue a Notification to Convene of a General Meeting, and shall report the implementation date to Society Members during this General Meeting.

4. The accounting period for the April 2019 fiscal year will begin March 1 and end on March 31 of the following year.

<History of revision>

1. September 29, 2007 Partial revision
2. Partial revision on 20th March 2008
3. Partial revision on March 21, 2010
4. Partial revision on March 21, 2016
5. Partial revision on 20th March 2017
6. Partial revision on April 30, 2017
7. Partial revision on March 21, 2018
8. Partial revision on March 21, 2019