

The APU-Club/Domestic Students' Parents Association By-Laws

Article 1

The APU-Club/Domestic Students' Parents Association aims to enhance and develop Ritsumeikan Asia Pacific University and to promote friendship among its members through support for Ritsumeikan Asia Pacific University's educational activities and various cultural projects. It shall be headquartered at Ritsumeikan Asia Pacific University (henceforth the "University").

Article 2

This Association shall undertake the following projects.

- (1) Support for student education and research, job hunting activities, extracurricular activities, etc.
- (2) Host the Parents Education Discussion Meeting
- (3) Publicity and communications projects
- (4) Cooperating with Parents associations abroad and alumni associations
- (5) Support for University education and research
- (6) Other projects necessary for achieving the aims of this Association

Article 3

The members of this Association shall be as follows.

- (1) Regular Members: parents and guardians of domestic undergraduate students
- (2) Special Members: faculty and staff working at the University

Article 4

Officers for this Association shall be appointed as follows.

- (1) Chairperson: 1
- (2) Vice Chairperson: several
- (3) Auditor: 1
- (4) Steering Committee Members: several
- (5) Secretary-General: 1; a University vice-president shall be appointed.
- (6) Secretary: several; special members shall be appointed.
- (7) Honorary Chairperson: 1; the University President shall be appointed.
- (8) Consultant: several; Ritsumeikan executives may be appointed.
- (9) Advisor: several; parents or guardians of fourth-year domestic undergraduate students with leadership experience may be appointed.

Article 5

Authority for officers shall be as follows.

- (1) The Chairperson shall preside over the business of the Association and represent it.
- (2) The Vice Chairperson shall assist the Chairperson and act on the Chairperson's behalf if the Chairperson is unavailable.
- (3) The Auditor shall audit the Association's business and accounting.
- (4) Steering Committee Members shall attend meetings of the Steering Committee and may give their opinions.
- (5) The Secretary-General shall conduct the business of the Association with the Secretaries providing assistance.
- (6) The Honorary Chairperson and the Consultants shall provide consultation in response to inquiries from the Chairperson and may give their opinions.
- (7) The Advisors shall provide consultation in response to inquiries from the Chairperson and may give their opinions.

Article 6

The period of appointment for officers shall be from the Steering Committee's May meeting to the Steering Committee's May meeting the following year. It should be noted that reappointment is permissible.

2. The period of appointment for advisors shall be from the Steering Committee's May meeting to the end of March the following year, notwithstanding the provisions of the preceding clause.

Article 7

A Steering Committee shall be established for the Association.

2. The Steering Committee shall be comprised of the Chairperson, Vice Chairperson, Auditor, Steering Committee Members, Secretary-General, and Secretaries with the Chairperson being the Chairperson of the Steering Committee.

3. As a rule, the Steering Committee will meet at least twice per year, and the business of the Committee shall be settled by a majority of those in attendance.

4. The Steering Committee shall discuss and determine the following items.

(1) Selection of the Chairperson, Vice Chairperson, Auditor, Consultants, Steering Committee Members, and Advisors

(2) Revision of the Association By-Laws

(3) Project plans and budget, settling of accounts

(4) Items concerning execution of other Association business

5. The Chairperson may request the presence of the Honorary Chairperson, Consultants, and Advisors at meetings of the Steering Committee.

Article 8

An Administrative Committee shall be established for the Association.

2. The Administrative Committee shall be comprised of the Secretary-General and the Secretaries, and shall meet as necessary.

3. The Administrative Committee shall discuss implementation of project plans and conduct the business of the Association.

4. The Administrative Committee shall make recommendations for the Chairperson, Vice Chairperson, Auditor, Consultants, Steering Committee Members, and Advisors to the Steering Committee. When recommending officers, college, student year, parents' or guardians' place of residence, etc. shall be taken into consideration.

5. The Director-General, Deputy Directors-General, and the Manager-in-Charge shall serve as the Secretaries.

Article 9

The Association shall hold discussion meetings. There shall be ordinary discussion meetings and regional discussion meetings.

2. Ordinary discussion meetings shall be held once annually for mutual interaction and socializing between members.

3. Regional discussion meetings shall be held several times per year in regions throughout Japan.

Article 10

The Association shall operate based on membership fees, donations, and other income.

2. For regular members, the membership fee for the period of the members' child's enrollment at the University is ¥20,000 and is to be paid upon joining the Association. The University is charged with collecting the membership fee, etc.

3. The Association's fiscal year shall run from April 1 every year to March 31 of the following year.

Article 11

A Main Secretariat shall be established for the Association. The Secretary-General shall coordinate this, and the Administrative Committee shall carry it out.

Article 12

These Association By-Laws may be revised with approval of the Steering Committee.

Supplementary Provision:

These Association By-Laws shall come into effect as of May 28, 2005.

Supplementary Provision:

(Partial revision concurrent with the structural reform of the APU Secretariat dated July 1, 2007.) These Association By-Laws shall come into effect as of May 17, 2008.

Supplementary Provision:

(Partial revision concurrent with the establishment of advisors, specification of periods of appointment, etc. dated May 15, 2010) These Association By-Laws shall come into effect as of May 15, 2010.

Supplementary Provision:

(Partial revision concurrent with the change in the membership fee dated May 17, 2014) These Association By-Laws shall come into effect as of April 1, 2015.

However, in regards to Article 10, Clause 2, the membership fee: the membership fee will not be collected from members who have already paid membership fees totaling ¥20,000 or more as of April 1, 2015. For those who have paid amounts totaling less than ¥20,000, the shortfall between the total already paid and ¥20,000 shall be collected.