

NUS Business School Global Alumni Network Office (GANO)

Our Network Outside Singapore

For alumni who wish to set up an NUS Business School presence wherever you are

For enquiries, please contact bizalum@nus.edu.sg

Statement of Purpose

1. The NUS Business School, which is based in Singapore, seeks to actively engage its 28,000 alumni, many of whom are residing or working outside of Singapore.
2. Through the NUS Business School Global Alumni Network Office (GANO), the School is seeking to create an alumni community that spans across major cities in Asia and around the world. Towards this end, it invites alumni who are interested to be connected to the School to set up a Chapter or to serve as a point of contact in the city they reside or work in.
3. These Chapters and Contact Points will provide an essential international network in which alumni and students can tap into for their business and networking purposes. In addition, the network will help raise the profile and presence of the School in the global arena.

Key Objectives

The Chapter will be part of the building of a global alumni community of the NUS Business School, with the view:

1. To enhance the brand equity of NUS and to raise its profile internationally through meaningful alumni-driven initiatives
 - E.g. charity projects, high-impact events, media coverage
2. To promote and enhance relationship among alumni residing or working in various cities in the world
 - E.g. Intellectual input and lifelong learning through forums/seminars, networking and business opportunities, social and recreational engagements
3. To serve as a bridge between the School and the business community, via our alumni, in key cities in the world
 - E.g. Interacting and giving talks to industry or our students, providing leads for internship/placements, company visits, sponsorship of activities

Specific Tasks

The School hopes that the Chapter will provide the following services to enhance the reputation of the School and the learning experience and work life of our students and alumni:

In order of priority

1. To enhance the School's branding by speaking well of the School (especially when interviewed by the media)
2. To help recommend students to enrol in our MBA, EMBA and short-term Executive Education courses
3. To provide internships/placements for our students/graduating class in own company or associate companies
4. To help in our recruitment interviews (include giving testimonies at road shows)
5. To provide leads and introductions for possible donations to the School
6. To help the School engage industry (through providing leads for collaboration, sponsorship or speakers)
7. To provide scholarships for bright students to study in NUS
8. To meet with and advise visiting students/alumni (and even mentor returning students) on the business environment in their city/country
9. To volunteer time for community outreach

Procedures for Establishing a Chapter

1. Alumni living in a certain location can establish an NUS Business School Alumni Chapter if they are able to have three or more alumni of the School coming together to form an Executive Committee (Exco).
2. The alumni shall appoint from among themselves an Exco which shall consist of the following honorary members, and who must reside and operate in the same designated city:
 - a. Chairman
 - b. Secretary
 - c. Treasurer
3. For places where big groups of alumni are present, an election may be held for the election of a bigger Exco over and above the three main office bearers indicated above.
4. The activities of the Chapter shall be driven and coordinated by the Exco.
5. The Chapter may wish to apply for legal registration to conform to any legal requirements of the country which it is located. However, they may remain as an informal non-registered grouping should they wish to do so.
6. Members of the Exco shall serve for a two-year term from the date of appointment or election. This is renewable thereafter by a re-appointment by the alumni themselves, or an election at an informal annual gathering.
7. The Exco may continue in office should there be a situation where there is no alumni who are available to stand for office, until such a time where suitable and willing successors are found.
8. There is no limit to the number of alumni who wish to join the Chapter. The Chapter itself can decide their membership criteria and obligations. (Click [here](#) to view a sample constitution of a Singapore-based alumni association.)
9. The names of all Exco members shall be displayed on the GANO alumni portal, and on any website which may be established by the Chapter.
10. The Exco shall serve as the link between the School and the alumni in the city. Both the Exco and the School shall consult each other on any events or activities to be held in that particular city.
11. Most activities shall be self-funding. The Chapter may raise funds for alumni-related activities on their own accord. Limited funding can be provided by the School.
12. The Exco shall not commit the School to any events or activities with any third parties without the consent of the School.

13. The Chapter does not represent nor can it commit the School or NUS to any legal or contractual obligations.

Duties of Executive Committee

The Executive Committee shall have the following attributes:

- Knowledge of the business community in that particular city
- Acceptance of and dedication to the goals and objectives of NUS Business School
- Willingness to approach individuals and organizations to help the School achieve its goals and objectives.
- Willingness to support the School's goals and objectives in terms of expertise, time and financial resources

Duties are spelt out but not limited to the following:

The Honorary Chairman shall:

- preside over all General and Exco Meetings
- represent the Chapter in its dealings with outside persons
- have the right to call meetings of the Exco

The Honorary Secretary shall:

- be responsible for convening all Exco Meetings
- keep minutes of meetings
- carry out the decisions of the Exco
- have charge of the records of alumni living within the city, and conduct correspondence with the alumni
- submit at Exco meetings any matter for discussion received from members of the alumni
- maintain an up-to-date register of members.

The Honorary Treasurer shall:

- keep all funds and collect and disburse all monies on behalf of the Exco
- keep an account of all monetary transactions in a proper manner and shall be responsible for their correctness
- be responsible for making all payments on behalf of the Exco
- make financial reports at regular intervals if deemed necessary and as prescribed by the Exco

Contact Points

We welcome any alumnus who is located in any city around the world to avail him/herself to serve as a point of contact. The role is basically to answer any queries relating to business and cultural practices about the city the alumnus is located.

For alumni travelling into the city, the Contact Point may wish to serve as a guide. But this is not obligatory and is based purely on the agreement between the Contact Point and the alumnus making the request.

A photo and basic profile (such as NUS qualifications, current employ), together with an email address and other contact information, of the Contact Point will be displayed on the GANO Portal.

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