BAHRIA UNIVERSITY

ALUMNI REPRESENTATION ON BOARD OF GOVERNORS POLICY

(As a Member of BOG)

1. Introduction and Institutional Commitment

1.1

Bahria University, established in 2000 under the auspices of the Pakistan Navy, is a federally chartered public sector university committed to academic excellence, institutional integrity and stakeholder engagement. As a multidisciplinary institution with campuses across Pakistan, the University continuously strives to strengthen its governance structures in line with national priorities and international best practices. Effective institutional governance requires the inclusion of diverse perspectives, particularly those of key stakeholders such as students and alumni, whose experiences and insights contribute significantly to policy development and strategic direction.

1.2

In contemporary higher education systems, alumni are increasingly recognized as critical partners in institutional development. Their professional experience, industry exposure and continued association with the University position them uniquely to contribute to governance processes. Leading international and national institutions, including Institute of Business Administration Karachi and Lahore University of Management Sciences, have incorporated alumni representation within their governing bodies to enhance decision-making and strengthen institutional linkages.

1.3

In alignment with the requirements of QS World University Rankings: Sustainability, which emphasize stakeholder participation in governance, Bahria University seeks to institutionalize a structured mechanism for the inclusion of an alumnus / alumna as a member of the Board of Governors (BoG). This policy establishes a comprehensive framework for alumni representation, ensuring transparency, merit, and continuity in the selection process while reinforcing the University's commitment to participatory governance.

2. Purpose

2.1

The purpose of this policy is to establish a comprehensive framework for the inclusion of an alumnus / alumna as a member of the Board of Governors (BoG) of Bahria University. The policy aims to formalize the process of identification, nomination and selection of alumni representatives through a structured and transparent mechanism.

2.2

This policy seeks to promote stakeholder engagement, enhance institutional decision making and ensure compliance with international ranking requirements, particularly those related to sustainability and governance. It further aims to create a sustainable pipeline of alumni leadership, fostering a sense of ownership, responsibility and continued engagement among the alumni community.

3. Scope and Applicability

3.1

This policy applies to all alumni of Bahria University across its constituent units and campuses, including Islamabad, Karachi and Lahore. It governs the processes related to the establishment of alumni governance structures, nomination procedures, electoral mechanisms and appointment of the alumni representative to the Board of Governors.

3.2

The policy shall be applicable to all relevant directorates, including the Directorate of Advancement & Alumni Affairs (D-AAA), Directorate of Student Affairs (DSA) and other administrative bodies involved in the implementation and oversight of alumni engagement and governance processes.

4. Legal Framework

4.1

This policy is framed under the provisions of **Clause 16(3) of the Bahria University Ordinance 2000**, which empowers the Chancellor, in consultation with the Board to appoint any person as a member of the Board of Governors.

4.2

The policy does not alter the statutory composition of the Board but provides a structured mechanism for the identification and recommendation of an alumnus / alumna for appointment under the enabling provision of the Ordinance.

5. Institutional Framework for Alumni Governance

5.1 Campus Alumni Associations

5.1.1

Each campus of Bahria University has established Bahria University Alumni Association (BUAA) as the primary platform for alumni engagement and representation. The BUAA serves as a structured body to organize alumni activities, facilitate networking and identify potential leadership candidates for higher governance roles.

5.1.2

The BUAA consists of elected office bearers, including a President, Vice President, General Secretary, Treasurer, and functional leads responsible for marketing and communications, fundraising, corporate relations, alumni engagement and career placement. These positions are intended to ensure comprehensive coverage of alumni-related functions and to foster leadership development within the alumni community.

5.1.3

The tenure of office bearers is for two years, extendable subject to performance and policy provisions. The associations operates under guidelines issued by the Directorate of Advancement & Alumni Affairs.

5.2 Central Alumni Electoral Council (CAEC)

5.2.1

A Central Alumni Electoral Council (CAEC) shall be constituted to serve as the electoral body for the selection of the alumni representative to the Board of Governors.

5.2.2

The CAEC shall comprise Presidents and Vice Presidents of all Campus Alumni Associations/ chapters, along with representation from D-AAA as the secretariat and DSA as an observer. This structure ensures equitable representation of all campuses and promotes transparency in the electoral process.

5.2.3

The CAEC shall be responsible for participating in the nomination review process and conducting voting for the selection of the alumni representative.

6. Eligibility Criteria for Alumni Representative

6.1

The candidate for alumni representation on the Board of Governors must be a graduate of Bahria University and duly registered on the official Alumni Portal.

6.2

The candidate must possess a minimum of ten to fifteen years of post-professional experience and demonstrate a key leading position in their respective field.

6.3

Preference shall be given to individuals who have actively contributed to the University through mentorship, collaboration, alumni engagement or other institutional initiatives.

6.4

The candidate must have a clean professional record and must not be involved in any conflict of interest that may compromise the integrity of the Board.

7. Nomination and Selection Process

7.1 Call for Nominations

The Directorate of Advancement & Alumni Affairs shall issue a formal call for nominations through official communication channels, including the Alumni Portal, BU Social Media, relevant respective campus offices and other networks.

7.2 Submission of Nominations

Nominations may be submitted through self-nomination , by President BUAA/ Chapters or by proposal from at least two verified alumni. Each nomination must be accompanied by relevant documentation, including a curriculum vitae, statement of intent and proof of alumni status.

8. Scrutiny and Shortlisting

8.1

A Nomination and Scrutiny Committee shall be constituted comprising representatives from D-AAA, DSA and the relevant campus representative.

8.2

The Committee shall evaluate candidates based on defined criteria, including professional experience, leadership and contribution to the University that shall prepare a shortlist of suitable candidates.

8.3

The shortlisted candidates shall be submitted via case file to Honorable Rector for the CFA approval.

9. Electoral Process

9.1

The election of the alumni representative shall be conducted by the Central Alumni Electoral Council via alumni portal, announcing on all BU social media platforms and in consultation with BU respective relevant offices of each campus.

9.2

Voting shall be conducted through a transparent mechanism via BU alumni portal ensuring fairness and confidentiality.

9.3

The candidate securing a simple majority shall be selected for recommendation.

10. Recommendation and Appointment

10.1

The selected candidate shall be recommended by the Directorate of Advancement & Alumni Affairs to the BU honorable Rector for Approval.

10.2

The appointment shall be made under Clause 16(3) of the Bahria University Ordinance 2000.

10.3

The Registrar shall issue the formal notification of appointment.

10.4

The elected candidate shall be announced on BU official Website along with the Voting of all the participated Candidates for member of BOG.

11. Tenure of Alumni Representative

11.1

The alumni representative for BOG shall serve for a term of one year.

11.2

Reappointment may be considered for one additional term, subject to performance and approval.

11.3

The continuation of the Alumni Representative on the Board of Governors shall be subject to satisfactory performance and active contribution. The Directorate of Advancement & Alumni Affairs shall have the authority to review performance and where deemed necessary, recommend replacement of the incumbent.

Any such recommendation shall be placed before the Honorable Rector for approval, following which the process for nomination of a new representative shall be initiated.

12. Interim Arrangement

12.1

In order to meet immediate institutional requirements, including compliance with QS Sustainability Rankings, D – AAA may nominate a suitable alumnus / alumna upon approval by Honorable Rector.

12.2

Such appointment shall remain valid until the full implementation of the mechanism outlined in this policy.

13. Governance, Transparency and Documentation

13.1

The Directorate of Advancement & Alumni Affairs shall act as the secretariat for the implementation of this policy and shall maintain complete records of nominations, evaluations and electoral proceedings.

13.2

All processes shall be conducted in a transparent and auditable manner, with appropriate documentation maintained for institutional record and review.

14. Policy Review and Amendment

14.1

This policy shall be subject to periodic review to ensure alignment with institutional needs, statutory requirements and international best practices.

14.2

Amendments may be proposed by the Directorate of Advancement & Alumni Affairs and approved by BU Honorable Rector.

15. Conclusion

15.1

This policy establishes a formal and sustainable framework for alumni representation at the highest level of institutional governance. By integrating alumni perspectives into the Board of Governors, Bahria University reinforces its commitment to inclusive decision making, stakeholder engagement and continuous institutional improvement.