



جامعة عجمان
AJMAN UNIVERSITY

SUSTAINABILITY

CLUB



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INTRODUCTION



Welcome to the world of sustainability! As the global community increasingly recognizes the importance of environmental conservation and responsible practices, it is crucial for students to actively engage in efforts to create a sustainable future. To facilitate this, we proudly present the Ajman University Student Sustainability Club—a vibrant community of environmentally conscious individuals dedicated to promoting sustainability on our campus and beyond.

The primary purpose of the Student Sustainability Club is to raise awareness about sustainability issues and inspire positive change among students, faculty, and the wider community. By fostering a sense of environmental responsibility, our club aims to empower individuals with the knowledge and tools necessary to adopt sustainable practices in their everyday lives.

OBJECTIVES

1. **Education and Awareness:** We believe that knowledge is the first step towards change. Our club will organize workshops, seminars, and guest lectures to educate students about the importance of sustainability, climate change, biodiversity, and other relevant topics. We aim to raise awareness about the environmental challenges we face and explore potential solutions.
2. **Sustainable Practices:** We are committed to practising what we preach. Our club will actively promote sustainable practices on campus, such as waste reduction, recycling, energy conservation, water conservation, and sustainable transportation. By implementing these practices ourselves, we hope to inspire others to adopt similar habits in their daily lives.
3. **Collaboration and Advocacy:** We recognize the power of collaboration in creating meaningful change. We will collaborate with other student organizations, local community groups, and environmental initiatives to amplify our impact. Additionally, we will engage in advocacy efforts, both on and off campus, to influence policies and practices that support sustainability.
4. **Community Engagement:** Our club seeks to create a strong sense of community among like-minded individuals. We will organize volunteer activities, outdoor events, and environmental campaigns that involve students, faculty, and the local community. By fostering a sense of collective responsibility, we can strengthen our impact and create lasting change.
5. **Innovation and Research:** We encourage creativity and innovation in finding sustainable solutions. Our club will support research projects, green technology development, and entrepreneurship initiatives that contribute to sustainability. By fostering an environment of innovation, we can explore new avenues for addressing environmental challenges.



BENEFITS OF

JOINING

01. Learn

- Opportunities to learn about sustainability and contribute to environmental initiatives.

02. Network

Networking with like-minded individuals passionate about sustainability.

03. Develop

Development of leadership, teamwork, and project management skills.

04. Enhance

Enhancing your resume and demonstrating your commitment to sustainability to future employers.

AU CLUB CONSTITUTION

Article I - Name

The name of this organization shall be the AU Sustainability Club

Article II - Purpose

The purpose and aim of the Club shall be to promote student involvement in co-curricular activities.

Article III - Membership

Membership in this organization shall be open to any AU University student in good standing with the University and a member must subscribe to the ideals and policies of the club and University. If your group is an academic society or governing body, the majority of your membership must be undergraduates.

Article IV - Officers

Section 1: Officers consist of (but not limited to):

1. President
2. Vice President
3. Treasurer
4. Executive Assistant
5. Activities Coordinator
6. Media Coordinator

Section 2: Officers shall be elected during the month of (May) by a majority vote of the club members, and shall take office (immediately or two weeks) following the election. Officers shall serve for a period of (one academic year), that can be renewed for one more term only, to allow rotation of power.

All officers of the organization must be currently enrolled undergraduate students at the University with good academic and social standing. (i.e. minimum GPA of 2:00, with no record of academic or social violation is required).

AU CLUB CONSTITUTION-CONTINUED

Section 3: Duties of each officer:

President

- Coordinate all executive board responsibilities in order to hold successful events and activities.
- Facilitate the committee's work and create an evaluation mechanism for achieving its goals in consultancy with all board members.
- Submit event forms to Activity Supervisors for approval and follow up on them.
- Ensure completion of all forms, procedures and requirements related to the club.
- Call for meetings and lead the discussion.

Vice President

- Assist the president, and act on his/her behalf in his/her absence.
- Support the executive board and assist its members in fulfilling their obligations.
- Ensure proper and smooth transition of information, records and requirements.

Treasurer

- Handle all funds of the club and keep financial records for club activities.
- Develop and implement a system for collecting, managing and distributing funds for the club's various events.
- Prepare the required budget for all club events.
- Receive the approved funding for an event and ensure that expenditures are within the budget.
- Complete the Post Event Report Form and submit receipts and all other financial documents.

Executive Assistant

- Take minutes at meetings and keep a record of all club communications.
- Complete a Post Event Evaluation Form, which should include an assessment and a description of the event.
- File documents related to club activities and plans.
- Draft event proposals in coordination with the president of the club.

AU CLUB CONSTITUTION-CONTINUED

Activities Coordinator

- Organize events and supervise them.
- Update the event agenda with new ideas.
- Consult with the executive committee on requirements for approved events and budget requirements.
- Ensure event requirements are available before the event.

Media Coordinator

- Create posters, flyers and any required designs for club printings.
- Create and implement marketing campaigns that promote the club.
- Provide event publicity via posters, flyers and social media.

Article V - Committees

Chairpersons for committees shall be appointed by the (President and/or Vice – President). The Chairperson will select other members (from among those volunteering).

Article VI – Amendments to Constitution

Section 1: All amendments require previous notice of one meeting prior to discussion and voting.

Section 2: All amendments require 2/3 vote of those present for its adoption.

Section 3: The Deanship of Student Services must approve all amendments



ROLE OF CLUB ADVISOR

The Student Club's Advisor plays an important role in supporting the club's activities and providing opportunities that fulfil the goals and ambitions of the club. S/he also evaluates the club's quarterly activity plan and its conformity with the goals and standards of the comprehensive educational process and the extent to which students benefit from them so that integration is achieved in the student's university life. The duties of the Club's Advisor include the following:



- Meet with the board members at least once a month.
- Encourage members to run for the board elections.
- Conduct and supervise the elections on the specified date each academic year.
- Work on exchanging expertise and experiences between successive boards of the club.
- Support cohesion between the board members, clarifying the tasks of each member and working in a team spirit.
- Review, evaluate and approve quarterly activity plans.
- Assist the club and encourage its members to organize various activities that are compatible with the goals of the club and the vision of the University.
- Provide advice and guidance for all the Club activities, including budgeting and sponsorship.
- Develop the leadership skills of the board members.
- Advise the board members on avoiding activities that are risky or do not comply with the University's policy or do not benefit the student's personality and educational path.
- Attend the club activities and events and ensure that their objectives are achieved in line with the University's vision and policy.

MECHANISM OF REQUESTING EVENTS

- The event request must be only submitted through the ORS system at least 5 working days before the date of the event.
- The event request must be submitted by the Club President after consultation with the Club Advisor, and must clearly state the details of the event and its objective.
- For the activities that require a budget, the budget expenditure items must be clarified in the application and the approved budget ceiling for the activity must be adhered to, and any amount that exceeds the approved budget will not be covered.
- The Office of Student Life must be aware of any sponsorship and the Student Activities Supervisors must receive all the documents related to the sponsor and the aspects of support 15 working days before the day of the event for approval.
- Hosting the club for speakers from outside the university requires prior approvals from the competent authorities. In this case, the Office of Student Life must be provided with the official identification papers of the speakers at least 10 working days before the date of the event to get approval.
- The Office of Student Life liaises with the Office of Marketing and Communications at the University to promote the event and prepare its advertisements and coordinate with all relevant offices.
- Coordination must be made with the Office of Student Life to choose the appropriate venue for the event. Student Activities Supervisors are responsible for providing technical support and other necessary services for the success of the event.
- The Office of Student Life is the official supervisor of all activities organized by student clubs. The club board members and the Advisor must coordinate with the Student Activities Supervisors at the Office of Student Life with regard to organizing events, activities and programs.



CURRENT CLUB MEMBERS

Male	1	Club Advisor	Mohammad Ajam	m.agam@ajman.ac.ae	Engineering and IT	Biomedical Engineering
	2	President	Mohamad Nour M-Nabil Shekfeh	202211796@ajmanuni.ac.ae	Engineering and IT	Power & Renewable Energy
	3	Vice President	Wael Alhalabi	202211103@ajmanuni.ac.ae	Engineering and IT	Biomedical Engineering
	4	Treasurer	Yousif Ahmed Thahab	202010390@ajmanuni.ac.ae	Engineering and IT	Power & Renewable Energy
	5	Executive Assistant	Yaman Ayoub Aref Dawood	202211534@ajmanuni.ac.ae	Engineering and IT	Computer Engineering
	6	Activities Coordinator	Divid Wasim	202211230@ajmanuni.ac.ae	Engineering and IT	Power & Renewable Energy
	7	Media Coordinator	Mousa Alasttal	202120014@ajmanuni.ac.ae	Engineering and IT	Power & Renewable Energy

Female	1	Club Advisor	Nashwa Shiqwarah	n.shiqwarah@ajman.ac.ae	Architecture, Art and Design	Architecture
	2	President	Malika Gaurav Kaboor	202111147@ajmanuni.ac.ae	Dentistry	Dental Surgery
	3	Vice President	Hemika Kapoor	202210148@ajmanuni.ac.ae	Engineering and IT	Mechanical Engineering
	4	Treasurer	Zaineb Ali	202110190@ajmanuni.ac.ae	Pharmacy & Health Sciences	Pharmacy
	5	Executive Assistant	Itemat Sauria	202010475@ajmanuni.ac.ae	Architecture, Art and Design	Architecture
	6	Activities Coordinator	Fathima Zahara Anwar	202110212@ajmanuni.ac.ae	Engineering and IT	Biomedical Engineering
	7	Media Coordinator	Raghad Ahmed Salmen Bin Kuwair	202020222@ajmanuni.ac.ae	Architecture, Art and Design	Architecture



ACKNOWLEDGEMENTS



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