

CONSTITUTION OF VIETNAM YOUNG ACADEMY

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Section 1. General

Article 1. Name of academy

The full name of the academy is “**Vietnam Young Academy**” (VYA), in Vietnamese “**Viện hàn lâm trẻ Việt Nam**”

Article 2. Logo

The academy uses the logo shown below as recognisable symbol. The logo shall appear in all official documents of the academy.



Article 3. Website, Email

The website of VYA is <http://vietnamyoungacademy.org>. Email contact of VYA is info@vietnamyoungacademy.org

Article 4. Motivation and scope

Nowadays, societal development needs to increasingly address complex global challenges that require exchange of multi-disciplinary expertise to advance knowledge and assist policy decision-making. Young scholars are often at the frontier of innovation, creativity, mobility, and aspiration to turn potential and new ideas to advance social and economic condition of the country. Vietnam has a great pool of young, talented, and capable enthusiastic innovators from different disciplines, working all around the world. This calls for establishing a knowledge-generating and community-developing platform for early-career scholars with connections to Vietnam so that they can come together, expand research and career opportunities, discuss challenges, and build further capacity, bridging across expertise in the sciences, arts, and humanities.

The academy will profit from the complementary experience of members based in Vietnam, being familiar with the local needs and issues, and those based overseas, having benefitted from access to favourable research environments, and having being exposed to democratic practice as well as alternative ways of thinking.

Article 5. Principles

- **Openness:** We are an academy of early-career scholars with connections to Vietnam, regardless of physical location, and acknowledge the freedom of religious and philosophical beliefs.

- **Impact:** The academy is established to support young researchers to enhance their capacities, personal and professional development through national and global networks, and ultimately enable them to make more valuable contributions to society.
- **Independence:** The academy is politically neutral and operates independently. It is a non-profit organisation.
- **Contribution:** Our members are selected based on their suitability to take on an active role on the goals of the academy.

Article 6. Aims and mission

- The VYA aims to create a platform for early-career scholars from across all fields of expertise for constructive and outcome-oriented discussions on topics of national and global importance.
- We aim to improve scholarly communication, education and make impact on innovation and policy development in Vietnam based on the diverse expertise within the academy.
- We aim to facilitate the exchange of knowledge and working practice between Vietnam-based scholars and Vietnamese scholars working abroad whilst maintaining active links with Vietnamese and international science organisations.

Article 7. Language use

The official written/spoken languages are English and Vietnamese.

Article 8. Organization

Members of the VYA will be known as ‘Member of Vietnam Young Academy’. Members will elect a Chair and an Operations Committee. Individuals can seek affiliation with the academy as “Friend of the VYA”. The VYA will be assisted by an Advisory Board.

Section 2. Membership

Article 9. Number of members

The number of members of the VYA shall not exceed 120, in order to have the best function and activities of VYA. The member will be selected by rank order list determined by the Selection Committee.

Article 10. Membership term

The membership starts on 1 January of the year following the election. The initial membership term is 1 year and can be extended only once for a further 4 years, subject to the positive outcome of a further application. At the end of their membership, members will automatically become alumni of the VYA, unless the membership is terminated by means of Article 17 of this section.

Article 11: Selection committee members and term

Selection committee is consisted at least five members who are members, alumni or advisors of VYA. They can be nominated by themselves or other members with their agreements. The selection committee will form every year.

Article 12. Membership fee

There is no membership fee.

Article 13. Eligibility

- *Connection with Vietnam*: either 1) being Vietnamese citizen, 2) having ancestral roots in Vietnam and culturally identifying with Vietnam, or 3) currently working in Vietnam for at least 3 years.
- *Young*: being less than 15 years since the formal date of awarding PhD at the time of the closing date of the respective call for new members
- *Education*: holding a doctorate in any field of natural sciences, engineering, mathematics, social science, arts, humanities, or medicine

Article 14. Selection criteria

Annually, eligible candidates will be competitively selected based on 1) their professional impact, 2) track record of societal contribution, and 3) potential to contribute to the goals of the VYA as well as the development of the Vietnamese community.

Article 15. Selection process

The selection process for membership of the VYA is transparent and merit-based. It will be overseen by a Selection Committee, which will take the final decision. The application guideline should set out all details.

Article 16. Extension of membership

Members seeking an extension of their membership after the initial 1 year need to apply along the annual call for new members. Evidence of his/her excellent contribution to VYA and/or professional and/or societal contribution during the membership term needs to be provided.

Article 17. Termination due to inactivity or inappropriate conducts

Members or Friends of VYA who engage in activities that contravene the mission of the Academy and/or cause damage to the interests of the activity will have their membership terminated by unanimous decision by a special committee made up of members and advisory board.

Section 3. Friends of the VYA

Article 18. Definition

The VYA welcomes wider interest in the work of the academy from those who do not meet the membership eligibility criteria or did not get elected. Such individuals can become “Friend of Vietnam Young Academy”, provided they accept to abide by the rules and regulations of the VYA and support its mission. This status is open for individuals of any ages, education background and working nature.

Article 19. Application

Applications or resignations for “Friend of the VYA” can be made at any time by contacting the Chair. Details of the procedure are laid out in a guideline document

Section 4. Rights and Obligations

Article 20. Rights

All members and alumni of VYA shall enjoy the following rights:

- + To take part in the functions and activities arranged by VYA,
- + To attend General Meetings of the VYA with full speaking right,

Only members of the VYA have the right to:

- + Request a motion and vote on the Annual General Meeting (AGM) of the VYA,
- + Vote, nominate and be nominated as election candidate for the Chair and Operations Committee

Article 21. Obligations

All members, alumni, and friends of VYA should:

- + Abide by the Constitution of the VYA,
- + Abide by the resolutions adopted at General Meetings.

Members are expected to actively contribute to the activities and development of VYA, and to highlight their achievements and/or contributions during the AGM.

Article 22. Representation

Making use of the VYA affiliation as representative or speaking on behalf of the VYA requires prior consent of the Chair and Operations Committee.

Article 23. Limit of liability

No member, alumni, or friend of VYA shall be individually liable for the debts, contracts, and other obligations of the VYA.

Section 5. Chair

Article 24. The term of the Chair is 1 year.

Article 25. Role and responsibilities

- The Chair deals with the everyday running of the affairs of the Vietnam Young Academy, within the aims and goals set out by the Operations Committee.
- The Chair's explicit roles include:
 - + Representing the VYA and its aims to interested parties.
 - + Acting as first point of contact in dealing with matters of VYA.
 - + Chairing the AGM of the VYA.

Article 26. Resignation

A Chair should inform the Operations Committee in writing of his intention to resign. The Operations Committee should then elect one of its members to become Acting Chair until a new Chair is elected by the membership.

Section 6. Operations Committee

Article 27. The term of the Operation Committee is 1 year

Article 28. Selection of the committee

The Operations Committee should be composed of the Chair and four VYA members, to be elected at the AGM.

Article 29. Roles and responsibilities

- The Operations Committee functions shall:
 - + Ensure that the Academy operates consistently on the provision of the constitution, and that the Academy's work is carried out in accordance with its principles and aims.
 - + Be responsible for and coordinate all general activities of the VYA.
 - + Formulate the policies of VYA in accordance with its aims,

Article 30. Committee minutes

Decisions and Resolutions by the Operations Committee will be recorded in meeting minutes and made available for inspection by the VYA members on request.

Article 31. Resignation

A member of the Operations Committee should inform the Chair in writing of his/her intention to resign. A replacement will be nominated and voted by members by email.

Section 7. Advisory Board

Article 32. The role of Advisory Board

- The Advisory Board should provide advice on how the VYA can meet its goals.
- The Advisory board should particularly advise the Chair and Operations Committee in developing the strategic directions and annual operational programme of the Academy.
- It shall be composed of renowned experts, who are invited to attend the AGM, to contribute to the development of VYA, and to engage with the VYA membership.
- Members may nominate additional members of the Advisory Board. The decision of inclusion should be made by the Operations committee.
- Members of the Advisory Board can tender their resignation in writing to the Chair of the VYA.

Section 8. General Meeting, Elections, and Motions for Decision

Article 33. Annual General Meeting

Once a year, the Academy is expected to hold an AGM in person or by videoconference to consolidate its activities, and to strengthen bonds between members and the Advisory Board.

Minutes are to be taken at ordinary meetings and the AGM by a member of the Operations Committee. The summary of key decisions and tasks should be verified by the Operations Committee before being sent to members.

Article 34. Elections

Any member can nominate him/herself or another member with his/her agreement for election to the Operations Committee or Chair of the VYA. Nominations need to be received no later than two months prior to the AGM. Nominated candidates will be invited to present their profile, which will be circulated to all VYA members no later than one month prior to the election. The elections for the Operations Committee and Chair of the VYA will take place during the AGM.

Article 35. Changing VYA regulations

All regulations of the VYA should properly reflect the interests and intentions of the members. Therefore, they should be adaptable and adjustable when needs arise from internal activities and external factors. Proposals for changes can be brought in as a motion for decision in writing to the Chair at any time by a group of members representing at least 30% of the total membership, or by the Operations Committee. All motions need to provide exactly the two options "agree" and "disagree". The Operations Committee needs to organise a membership vote on this motion at the latest three months after the submission. If this period includes the AGM, the Operations Committee may decide to carry out the voting process during the meeting. Otherwise or alternatively, a membership poll can be conducted at earliest one month after the submission.

A motion is carried if more than 50% of the VYA members casted a vote, abstentions not counting as a vote, and if there are more "agree" than "disagree" votes. In addition, constitutional changes require at least 2/3 of the received votes being "agree".

Article 36. Archive

The Academy keeps an archive of documents including: registration and legal documents, constitution, format of membership application, AGM minutes, contracts and financial accounts, etc. This archive is managed by the Operations Committee. Parts of the Archive are made available to members for reference by request. Access to sensitive documents may be restricted.

Article 37. Annual Report

The VYA will publish an Annual Report on its activities.

Section 9. Finance

Article 38. The VYA welcomes financial donations from individuals and organisations on the basis that they come with no conditions attached or the expectation to influence the direction of the VYA.

The financial year runs from 1 January to 31 December. Annual budgets and operational plans should be proposed to the members by the Chair and the Operations Committee in consultation with the Advisory Board no later than December of the previous year. The Operations Committee should be responsible for bookkeeping and consolidated accounts.

While neither members of the VYA and members of the Advisory Board receive any form of salary from the VYA, travel and subsistence costs to/from important relevant meetings arranged by the Academy could be paid from the Academy's accounts after approval of the Operations Committee before the travel arrangement is made".

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