

Constitution



University of Asia Pacific Architecture Alumni Association



Cover	0
Content	1
Article 1: General disclosure	2
Section 1: Name	
Section 2: Principles of the Organization	
Section 3: History	
Section 4: Objective	
Article 2: Membership	3
Section 1: Eligibility	
Section 2: Membership Annual fee	
Section 3: Prerogative	
Article 3: Advisory council	4
Section 1: Formation	
Section 2: Tenure	
Section 3: Prerogative	
Section 4: Decorum	
Article 4: Executive Committee	5
Section 1: Formation	
Section 2: Tenure	
Section 3: Prerogative	
Section 4: Decorum	
Section 5: Eligibility criteria	
Article 5: Election Commission	9
Section 1: Formation	
Section 2: Tenure	
Section 3: Prerogative	
Section 4: Decorum	
Article 6: Meeting	16
Section 1: Executive meeting	
Section 2: Special meeting	
Section 3: Annual General Meeting	
Section 4: Quorum	
Article 7: Financial Affair	16
Section 1: Fund	
Section 2: Bank account	
Article 8: Amendment	17
Section 1: Proposed changes	
Section 2: Approval of changes	
Section 3: Confirmation of changes	
Section 4: Addendum	



Article 1: **General disclosure**

Section 1: Name

The Organization's name will be **the University of Asia Pacific architecture alumni association**, hereinafter referred to as an Association, and in brief, it will be named as UAPAAA.

Section 2: Principles of the Organization

According to this very constitution, this organization **University of Asia Pacific architecture alumni association (UAPAAA)** will govern and conduct all his course of action and obey and follow the true spirit of its both directional & interpretational narratives.

The constitution affirmed this very organization **University of Asia Pacific architecture alumni association (UAPAAA)** to be a genuine non-profit professional organization and ensures its voluntary services for the greater interest and welfare of its members as stated elaborately on the corresponding (article 1: section 4)

The constitution has predominantly referred the **University of Asia Pacific architecture alumni association (UAPAAA)** to be comprised of four fundamental components, which are: (i)Members (ii)Advisory council (iii)Executive committee (iv)Election commission, where their corresponding narratives are mentioned into this very document, subsequently on (article 2,3,4,5.)

The constitution firmly inflicts the election system as the only option to form an executive committee by the elective body as a regulator of the organization for a specific tenure, as referred in (article: 4, section:1,2,3,4) to establish better accountability and transparency of such a non-profitable organization.

The constitution upholds its leading spirit to ensure its member's voting rights and denotes the right as a **fundamental and integral** part of the constitution to transcend more active participation of its member by preserving their rights, however, which shall never be revoked under any circumstances.

The constitution provisioned a scope of **force majeure** to address the due process of its course for the time being with the advisory council's consent in a legislative manner, which shall never decline or come into direct conflict with the leading spirit of the constitution.

The constitution adheres to every right for the **executive committee** to issue any executive regulatory order, circular, draft, work method, notice, procurement, and recruitment rules within this constitution's framework.



Section 3: History

UAPAAA established in 2006 with some Graduates from the Architecture department of the University of Asia Pacific with a great notion and objective to inaugurate a stage to bridge among the B.Arch graduates and ensure their representation in the architecture fraternity of Bangladesh.

The University of Asia Pacific's architecture department was instigated by Dr. Abu Sayed M. Ahmed back in 1997 by many prudent faculty members and with some visiting faculty to facilitate the first-ever batch consisting of few pupils. Since then, it has been a glorious journey for the UAP architecture department, providing provision for above 35 pupils on each batch.

UAP architecture department represents an ample number of members to Bangladesh's architecture community, which eventually begets the necessity to form its own alumni association.

Section 4: Objective

1. To build the Association as a trustworthy non-profit professional organization.
2. To contribute to the development of the architecture profession in the country.
3. To build up relationships among the Association members through cultural, social and welfare programs; and to confirm a connection bridge among the current and former students at the University.
4. To look after the welfare of the members of the Association.
5. To highlight the problems and prospects of the Architecture professionals of UAP through different media journal publication etc.
6. To make job placement opportunity for Fresh graduates of the department.
7. To maintain efficient collaboration with the Institute of Architects Bangladesh (IAB) and.
8. To ensure a platform for all UAP B. Arch graduates to a National and Global representation of their activity & performance.
9. To enhance the professional aptitude and enrich the alumni's technical know-how through workshops, seminar, expo, exhibition, and conferences.
10. To facilitate recreational amusement for the members through some annual activities, including picnic, games, study tour, feast, and cultural functions.
11. To create an awareness program through specific activity for sharing recent global phenomenon and professional culture with current students and faculty members.
12. To establish own premise to facilitate the association work and staff management.



Article 2: **Membership**

Section 1: Eligibility

Any person irrespective of age, sex and religion who had obtained a Bachelor of Architecture degree from the Department of Architecture, University of Asia Pacific could be a member of this Association.

The membership rights are not transferable and referred to as one's integral possession. There will be only two categories of members in this Association: General Member & fellow Member. The fellow member must have completed his graduation at least ten years back from the current time.

Section 2: Membership Annual fee

There will be only two categories of members in this Association: General Member & fellow Member. Both types of member are subject to an annual emolument to the alumni association as of the prevailing ruling.

Section 3: Prerogative

- a. All members will be entitled to all rights and privileges and subject to all obligations, rights and responsibilities which the Association confers or implies.
- b. It is the utmost duty & responsibility of every member to carry out the Association's reputation and spread its presence to his corresponding arena.
- c. Every member should devote their rigorous contribution towards enriching the alumni association from their ground, including fundraising, sponsorship management, logistic support and dispense of their creative ideas, verbal commencement, and physical presence at almost every event possible.
- d. To voluntarily participate in every election to form a confident, impeccable, meticulous, impartial, dedicated executive committee to drive the Association delicately with a good motto and honesty.
- e. Not to involve with disputing harmful, denigrating, disfavoring activities against Association and complying with total commitment and obedience towards all the rules and regulation of the Association.
- f. To steadfast and withstand along with the Association on every hardship, turmoil and inconvenience that may occur under any circumstances.
- g. Any member may resign from this Association and said resignation should become effective upon acceptance by the Executive Committee. The Executive Committee may have withheld the acceptance however, until all indebtedness has been paid off and all funds and property under his/her custody, if any have been returned.
- h. Any member who would be found to act against the interest of the Association may be expelled, or his membership may be suspended for any particular period by two-third votes of the Executive Committee. However, before taking any such action, a show - cause notice should be served on the concerned member to explain his position.



Article 3: **Advisory council**

Section 1: Formation

The advisory council will be comprised of 7 influential regular members, among which 3(three) personnel must be faculty member, and the rest of the board should belong to the fellow members. The executive committee will form this council with the referendum of all the alumni. This council tends to be perpetual over an indefinite period. However, it implies the provision of reformation and reorganization, with the rest of the council's consent and the prevailing executive committee.

The faculty crew of the council includes the following office bearers:

- | | | |
|------------------------------------|---|-------------------|
| 1. Professor | 1 | (Chief councilor) |
| 2. Associate / Assistant professor | 1 | (Councilor) |
| 3. Fellow members | 5 | (Councilor) |

Section 2: Tenure

The advisory council will reshape and reform itself as of situation demands with the executive committee's consent.

Section 3: Prerogative

- a. The advisory council will attain any disputed issues sent to them by the executive committee or the alumni's referendum.
- b. Council will advise the election commission and take responsibility for the election.
- c. Council will approve any amendment of the constitution.
- d. The council should be responsive to provide any advice as per the need of the executive committee.
- e. The council should hold the Executive committee accountable for any action and must endorse their resolution/oath paper.
- f. The council must approve the appointment of the executive committee.
- g. Council can extend any executive committee's tenure in case of any unavoidable circumstances where the election is more unlikely to occur.

Section 4: Decorum

- a. The advisory council will arrange a meeting at least twice a year, presiding by the council's chief.
- b. The advisory council must appoint at least one representative to the summit of the executive committee if requires.
- c. The advisory council should attain every Annual general meeting (AGM) of the association.



Article 4: **Executive Committee**

Section 1: Formation

There will be an Executive Committee forming through a participatory election conducted by a legitimate election commission comprising the following 13 (thirteen) office bearers:

- | | |
|-----------------------|---|
| 1. President: | 1 |
| 2. Vice-president: | 2 |
| 3. General Secretary: | 1 |
| 4. Joint Secretary: | 2 |
| 5. Treasurer: | 1 |
| 6. Executive member | 6 |

Section 2: Tenure

The tenure of the office will be of 2 down years. The tenure shall begin from the appointment date, which means since the appointment letter has been issued and the committee takes charge of the office.

Section 3: Prerogative

1. President:
 - a. He shall be the Chief Executive of the Association. Preside at all meeting of the Executive Committee and General Meetings of the Association.
 - b. He will coordinate activities among all the office-bearers and be responsible for successfully implementing any program of the Association.
 - c. It is mandatory to seek the president's signatory approval to every minute of the meeting for any Executive committee's ordinance.
2. Vice-president:
 - a. If the President is unable to perform his office's duties for any reason, the Vice-president next in rank shall occupy his position and perform his duties with the same authority as the President.
 - b. Each Vice-president shall oversee under the direction of the President the Association's functioning and will cooperate with the office bearers to implement the policy and program of the Association.
3. General Secretary:

He shall be under the President's direction and act as the corresponding person between the Executive Committee and the Association. He will be the Chief Executing Officer of the Association. In fulfilment of this, he shall:

 - a. Issue notice of all the meetings in consultation with the President.
 - b. Submit reports to the Executive Committee meetings as well as General Meeting.
 - c. Prepares minutes of the meeting and preserves the same.



- d. To Circulate all decisions, policies and programs among the members.
- e. Have custody and keep and maintain all records, assets and properties.
- f. Approve all membership related issues.
- g. Convey and conduct all the executive meetings for the greater interest of the committee.
- h. Act as the corresponding representative of the Association with any other organizations and institutions.
- i. Re-organize the executive members of the committee as per the incumbency required.
- j. Issue any necessary documents, circular, letter, notice etc.
- k. Provide agendas to every executive meeting for approval; regarding the current and respective issues, including the expenditure, management, and regulation of the fund.
- l. Perform all the necessary to accumulate the fund to bear all the cost and expense to run the Association efficiently.
- m. Maintain all the corresponding relationship with the advisory council and the following department.
- n. Instigate at least one general meeting through his tenure conglomerating the alumni addressing all the following

4. Joint Secretary:

- a. If the General Secretary is unable to perform his official duties for any reason, the Joint Secretary next in rank shall occupy the position and perform his duties with the same authorities as to the General Secretary.
- b. This person shall act as deputy to the secretary to help him perform his duties and responsibilities and be equally accountable for his corresponding stake.
- c. This person shall instigate all the initiative to run the committee smoothly.
- d. This person must circulate all the ordinance, rules, and regulations to stipulate the corresponding committee's office activity.
- e. This person must act as deputy conveyer to all the executive committee meeting.
- f. This person shall facilitate all the logistic and infrastructural support to the executive committee to ensure their impeccable performance.

5. Treasurer:

- a. The treasurer shall receive all the Association's money and deposit the same in a Bank(s) account.
- b. This person shall pay all dues payable by the Association from UAPAAA fund. All cheques and vouchers shall be signed by him and countersigned by either President or General Secretary.
- c. This person shall be the custodian of all financial records.
- d. This person must perform all the necessary to accumulate the fund to bear all the cost and expenditure to run the Association efficiently. Through arranging sponsorship, resource management and ascertaining new sources of fund.



6. Executive members:

All the executive members shall be responsible for the following activity to their bearing office, and they must attain all the fieldwork and drilling:

a. Organizing member:

This person shall be responsible for creating, maintaining, initiating, and implementing programs for membership growth and development. He must pursue all the related issues of the committee with an external organization.

b. Information and publication member:

This person shall act as a Data Bank of the Association. He will create, maintain, and develop a positive image of the Association as a public relation officer. His responsibility includes the publication of articles, directory, yearly reports, bulletins, souvenirs, journal, albums, booklets, etc.

c. Cultural member:

This person shall arrange cultural and recreational activities like picnic, tour, cultural evening etc. Apart from the duties mentioned above, this person is also responsible for arranging competition, sports etc., among the members of the Association.

d. Office member:

This person shall prepare meeting minutes, record keeping, and all other official documentation works along with maintaining all the logistic, refreshment, and stationary support.

e. Profession and education member:

This person shall maintain communication with fresh graduates for job placement and support job collaboration with the professional architects and offices. His responsibility is to keep a relationship with the department, knowing courses and curriculum.

f. Finance and account member:

This person shall act as deputy to the treasurer to perform his duties. He must inform all the alumni to contribute their annual emolument within due time. He must respond and coordinate with all the alumni with their queries regarding any financial issues.

Section 4: Decorum

1. The executive committee must have held at least a single meeting per month.
2. Minimum attendance criteria of an executive meeting must confer half of the committee and either the President or the General Secretary.
3. A minute must be prepared regarding the discussed agenda and decision taken of the following meeting, which would be ratified and signed by the committee on the next subsequent meeting.
4. An attendance sheet must be pursued over the tenure to keep the attendance record of the following members.
5. A compilation report must be submitted to the advisory council consists of all the following minutes and attendance sheets at the end of tenure named as COMPILATION REPORT.



6. Any member of the executive committee should not be absent over three consecutive meetings without any valid reason. If any such consequences occur committee reserves every right to take any necessary initiative against those members.
7. Executive committee holds every right to form any subcommittee to serve the Alumni association's greater purpose, whereas the agenda and tenure of that particular committee must be addressed.
8. If any executive committee member resigns or exterminated, the successive nearest contestant will replace his incumbency as per the election tabulation sheet. Even if the dispute still prevails and no other successive closest contestant is willing to take over the charge or for such instance of uncontested participant executive committee may appoint any prudent person to that designation with the advisory's written approval council.
9. The committee must come to a unanimous decision to confirm its resolution. However, if any dispute prevails majority must govern the ruling. In case of any stagnant situation Ruling of the President or General Secretary must prevail successively.
10. President holds the authority to the committee where his decision implies to all, but if two-thirds of the committee defers with his resolution, then the decision must be altered.
11. Any executive member of the executive committee could be subject to extermination for any of his forged action, misbehavior, treachery, treason, violation of code of conduct, breach of constitution, sentenced to any criminal offense by the state, punished by the IAB or his following department or any of his action goes against the interest of the association.
12. The extermination process would require the approval of the two-third member of the committee with the written consent of the advisory council.

Section 5: Eligibility criteria

- a. The President of the association must hold IAB membership with more than eight years of experience and be a graduate for more than ten years.
- b. The vice president and general secretary must have IAB membership with more than eight-year experience and be a graduate for more than eight years.
- c. The joint secretary and treasurer must hold IAB membership and should be a graduate for more than six years.
- d. The executive member of the committee must have IAB associate membership and should be a graduate for more than two years.
- e. No member can become an executive committee member for more than two tenures in the same position.



Article 5: **Election Commission**

Section 1: Formation

- a. An Election commission will be formed to conduct an election at least 30days before the prevailing executive committee's tenure.
- b. The election commission will be comprised of four distinctive designations not exceeding more than 16 members,
 - i. Chief election commissioner 1
 - ii. Additional chief election commissioner 1
 - iii. Election commissioner 2
 - iv. EC volunteers 12
- c. The Chief Election commissioner post's eligibility criteria require a minimum of ten-year-old graduate from the current time to be nominated himself as a Commissioner.
- d. The Additional chief election commissioner and deputy chief election commissioner are more likely to be suitable for a minimum of eight years and five years old graduates for their related post.
- e. The election commission must attain a maximum number of 12 versatile volunteers of their choices, whereas the minimum criteria are the incumbent must belong to the Architecture department of UAP.

Section 2: Tenure

An election commission must be formed at least 30days before the end of the prevailing executive committee's tenure. It must be functioning until the following elected Executive committee takes over, but the entire process should not exceed more than 45 days.

Subsequently, the Election commission may dissolve within its 45 days tenure of its action. Still, it must respond to the Advisory Council or Executive committee's call as long as their elected candidate's tenure prevail.

Section 3: Prerogative

The advisory council will monitor election commission duties, and responsibilities and they are obligated and accountable for their every course of action to the following authority. Election commissions duties and responsibilities are as follows but not limited to the following.

- a. Preparing a Mandate, time, date, place, and schedule to conduct a peaceful and convenient election.
- b. Preparing a flawless and definite voters list.
- c. Preparing eligibility criteria for the voters to participate in the election.
- d. Preparing eligibility criteria for the candidate in accordance to their respective Nominations & post.
- e. Verify and ratify the nominations of respective candidates.



- f. Ensuring the participatory election by providing a peaceful environment facilitating all the provision requires a peaceful and immaculate election to conduct.
- g. The election commission holds every right to choose and recruit volunteers as per **section: 1, b, iv**; they also preserve all the right to prepare any circular, rules & regulations related to election conductivity provisionally not conflicting the main spirit of constitute.
- h. The election commission should declare a consolidated **Result Tabulation Sheet (Sample-1)**; which is to be announced and handed over to the advisory council.
- i. The election commission should also prepare an **Election Synopsis Report (Sample-2)**; which is to be submitted along with their election tabulation sheet.
- j. The election commission is also to gather the winning candidates together to sign them the **Resolution Letter (Sample-3)**; which would act as their oath.
- k. Eventually election commission will award all the winning candidates their **Appointment letter (Sample-4)**; with effect from which their tenure would count.
- l. Election Commission preserve every right to halt the result and election due to any unseen occurrence, obstacles and impediment that may seem legit enough to do so.
- m. The election commission may abort any participant's nomination that may intrude their obligatory circular or prerequisite to be enlisted as an eligible candidate. They also can terminate any nomination during the election period or prior to the result announcement, or even after the result is published due to the
- n. However other than their circular and election conduct rules they have no right to judge or investigate the performance or any other issues of the winning candidates once they have been appointed with the executive committee.
- o. The following samples are attached herewith after current article; which is not mandatory to follow but just to provide a guideline and references as a sample copy.

Section 4: Decorum

- a. An Election commission is to be formed with responsible, accountable, renowned, acceptable group of people by the prevailing Executive committee as per **ARTICLE: 5; Section: 1.**
- b. However, if any dispute arises regarding the integrity, impartiality and modesty of their formation it has to be ratified by a referendum which holds a conglomeration of at least 50 Alumni, and a signature paper where at least half of the total number of Alumni has differed.
- c. If only a referendum with half of the alumni signatories oppose the decision of executive committee only then it could be altered and the due job would belong to the advisory council only. On such instance the decision of the advisory council would be definitive and had to be accepted by all.



(SAMPLE:1)

ELECTION RESULT TABULATION SHEET

Date:

S L	Designation	President	Vice President	General secretary	Joint secretary	Treasurer	Executive member
	Allocation	1	2	1	2	1	6
1	Name			xxxx*			
	Batch						
	Vote obtained						
2	Name						
	Batch						
	Vote obtained						
3	Name						
	Batch						
	Vote obtained						
4	Name						
	Batch						
	Vote obtained						
5	Name						
	Batch						
	Vote obtained						
6	Name						
	Batch						
	Vote obtained						
7	Name						
	Batch						
	Vote obtained						
8	Name						
	Batch						
	Vote obtained						
9	Name						
	Batch						
	Vote obtained						
10	Name						
	Batch						
	Vote obtained						

*elected candidate

Signature
Additional Chief election commissioner

Signature
Chief election commissioner



(SAMPLE: 2)

ELECTION SYNOPSIS

To,
The chief of advisory council
Architecture alumni association of University of Asia Pacific

Dear sir,

We would be glad to inform you about the synopsis of the election for the 2nd Executive Committee of the University of Asia Pacific Architecture Alumni Association conducted on (dd/mm/yy-date) at the University's premises, Green Road, Dhaka. At Prior, a referendum took place among the Alumni to affirm a date of election and so also to form an Election commission consist of three distinct members to conduct the election discreetly; members are

Position	Chief Election commissioner	Additional chief Election commissioner	Election commissioner	Election commissioner
Name				
Batch:				

We are hereby pleased and honoured to represent a summary of the conducted election with the result tabulation sheet.

Total number of alumni	_____person	
Casted vote	_____nos	_____%

Regards,

(__ batch)
Chief election commissioner.



(SAMPLE:3)

RESOLUTION LETTER

We, the Alumni of the University of Asia Pacific Architecture Alumni Association, do solemnly affirm, in the presence of our Honorable head of the department, Architecture, UAP and fellow colleagues, as an elected candidate for 2nd executive committee, that we shall do the best of our ability and judgement, keep and fulfil this resolution.

1. We shall faithfully execute our duties with complete modesty, diligence, and honesty to our incumbent position. We are elected and shall always be held responsible and accountable for our own course.
2. We assured to uphold the **University of Asia Pacific Architecture Alumni association's** fundamental spirit as a non-beneficial conglomeration for our Alumni's social welfare.
3. We are bound to conduct and pursuit our activity within the grit of prevailing rules and regulations of **UAP** and should also be obliged to the discourse of law of the **Republic of Bangladesh**.
4. We further state that it is our utmost duty to preserve, prevent, and defend our fellow alumni's interest with true path, and our allegiance should only be devoted for the prosperity and exorbitance of the **UAP, Architecture Alumni Association**.
5. We shall diligently keep informed of social, global and fraternal current issues, consulting respected authorities and advisors, when appropriate while yet never seeking to avoid our non-delegable duty to remain so informed and stand accountable for all decisions made.
6. We comply not to delude our authority to make any decision under any influence or any other indulgent of our own emotion, rage, anger, vengeance, personal benefits, and desire.
7. We oblige to live a life of integrity such that the personal, professional and social dimensions of our lives remain consonant with each other.
8. We affirmed to accept any consequences and retributions at the infringement and the violation of the oath.



DECLARANT

DESIGNATION	NAME	SIGNATURE
President		
Vice president		
Vice president		
General secretary		
Joint secretary		
Joint secretary		
Treasurer		
Executive member		
Executive member		
Executive member		
Executive member		
Executive member		
Executive member		

Signature
Chief councilor of advisory council

Signature
Chief election commissioner



(SAMPLE: 4)

APPOINTMENT LETTER

To,

Batch _____

Department of Architecture, UAP.

Registration No: _____

Dear Mr. _____,

This is to confirm, that you could avail your designation to the post of (_____) for the 2nd executive committee of the University of Asia Pacific Architecture Alumni Association, to which you are elected, effecting from the date (_____).

Your tenure will be preceding for following 2 years commencing from the date (_____), above mentioned.

I would appreciate your acceptance of this letter and I look forward to expect your active participation to the 2nd executive committee.

Regards,

Signature
Chief councilor of advisory council

Signature
Chief election commissioner



Article 6: **Meeting**

Section 1: Executive meeting

Regular meeting of the Executive Committee of the Association shall be held once a month; the General Secretary shall sign the regular meeting notice. Prior to Seven-day, notice shall be given for regular meetings.

Section 2: Special meeting

Special meetings may also be called if deemed necessary and such meeting may be called with two-day notice.

Section 3: Annual General Meeting

An Annual General Meeting of the Association shall be held in each calendar year. At least Fifteen-day notice will be necessary for convening the same.

Section 4: Quorum

The presence in person of at least half of the Executive Committee members shall be necessary for a quorum at all Executive Committee meetings. Either president or general secretary must be present to ratify the quorum.

One-fourth of the alumni have to be present to form a quorum prerequisite to the Annual General Meeting to be held.

Article 8: **Financial Affair**

Section 1: Fund

- a. Membership fees, Subscriptions, Donations received from the members, well-wishers. Government and Business community will constitute the fund of the Association.
- b. Earning through training programs, research projects, consultancy will also contribute to the fund of the Association.
- c. Earnings through publication of Journals, Booklets. Newsletters, Books, Souvenirs etc. will also contribute to the fund of the Association.

Section 2: Bank account

- a. On recommendation by the Executive Committee, the Treasurer will open a Bank(s) account.
- b. All Bank Accounts shall be operated by joint signature of the Treasurer and General Secretary or President.



Article 8: **Amendment**

Section 1: Proposed changes

Any amendment must not conflict with the main spirit of the constitution. Any proposed change in the constitution must be given in full of the agenda paper for the General Meeting at which the proposal is to be raised. No important or substantial changes to the Constitution shall be made unless previously approved by the Advisory Council.

Section 2: Approval of changes

No addition or alteration to the constitution shall be made unless two-thirds of those alumni voting at the General Meeting are in favor of such addition or alteration.

Section 3: Confirmation of changes

Changes in the constitution may be made by any General Meeting, but any additions or alterations made at a special General Meeting shall need to be confirmed by the next following General Meeting.

Section 4: Addendum

An addendum must not conflict with the leading spirit of the constitution. Any branch may make or alter rules applying only to the branch provided that the additional or modified rules are consistent with the group's constitution and that the Advisory Council approves such additions or alterations prior to their enactment.