

SRI SAI UNIVERSITY, PALAMPUR

ALUMNI OF SRI SAI UNIVERSITY, PALAMPUR [ASSUP]

ARTICLE OF ASSOCIATION

- I. NAME:** The name of the alumni association is “**Alumni of Sri Sai University, Palampur**” in short ‘ASSUP’.
- II. REGISTERED OFFICE:** The office of the Association is located at Sri Sai University Palampur -176 061 (HP).
- III. RULES AND REGULATIONS**
- 1. PATRONS:** The Vice-Chancellor of Sri Sai University, Palampur is the Chief Patron of the Association, The Registrar of Sri Sai University, is the Patron and Dean Academics and Dean Student Welfare of Sri Sai University, Palampur are the Co-Patrons.
 - 2. Membership and Subscription:** Any person who is a graduate/post graduate/Ph.D. holder of, Sri Sai University, Palampur and all existing and ex-staff members of the University are eligible to be a member after paying membership fee of Rs.100/- for the first five years. The membership will be renewed after every five years on paying the prescribed amount of fee. The membership norms and subscription fees are subject to revision from time to time with the approval of the General Body of the Association.

IV. ALUMNI ASSOCIATION GENERAL BODY (GB)

(a) Authorities and Responsibilities:

- All members of the ASSUP shall constitute the General Body of the Association and shall meet at least once in a year, to discuss upon the functioning of the association.
- To elect the office bearers and members of the Executive Committee (EC).
- To discuss in brief the events to be organized in the succeeding year and also to discuss if any additional responsibilities should be taken by the Executive Committee (EC).

(b) Quorum: The quorum for the General Body shall be 1/3rd of its executive members.

V. MANAGEMENT OF THE ASSOCIATION

The administration of the Association shall vest in an executive committee (EC) consisting of persons, who shall hold office in accordance with the bye-laws.

The term of office of the executive committee shall be two years.

The executive committee shall consist of:

- a. President
- b. Vice President
- c. General Secretary

- d. Joint Secretary
- e. Treasurer
- f. Executive Members(3)

FUNCTIONS OF THE EXECUTIVE COMMITTEE (EC)

- To exercise general control over the affairs of the Association and give guidance to it.
- To pass the annual report and audited accounts of the Association for publication.
- To pass the annual budget of the Association.
- To frame rules and bye-laws for the Association.
- To present the Association in its correspondence with the Government or any public body.
- Generally to do all work relating to the affairs of the Association not otherwise provided for.
- To adopt such other measures as would promote the above mentioned or similar objects for which the Association is founded.

VI. PROCEDURE FOR NOMINATION AND SELECTION OF EXECUTIVE COMMITTEE:

The first EC will be nominated by the Chief Patron and there after the next EC will be elected by the General Body, for the following term.

- The President, Secretary, Treasurer and one Vice President will always be elected, for a period of three years from among the members of the Association located at the Headquarters of the Association.
- The election of all the members of EC shall be by secret ballots on the principle of simple majority. Only members whose subscriptions are not in arrears at the time of filling nomination elections shall be eligible for contesting and voting.
- The normal tenure of the office bearers and other members of the EC shall be for three years. There shall be fresh elections for the new EC in the Annual-General Body meeting to be held at the time of Alumni Meet as may be fixed by the Executive Committee. Interim vacancies within the EC including those of the office bearers may be nominated by the Chief Patron.
- The EC shall be responsible for the management of affairs and execution of the programme and policies for the achievement and furtherance of the objectives of the association. It shall take decisions on all matters except those which fall in the jurisdiction of the GB. The EC shall be answerable for all its activities to GB.
- The EC shall have full control on the funds of the association, which shall be used for any purpose which in the opinion of the EC tends to meet and enhance the cause of the Association. The EC shall approve the receipts and expenditure & may frame rules for proper maintenance of the accounts.
- The EC shall meet as and when necessary. There shall, however, be at least two meetings in a year. The Secretary, in consultation with the President, may summon EC to meet as and when required. The Secretary shall call an extra ordinary meeting of the EC within ten days of the presentation of demand with agenda for such a meeting signed by at least 1/3rd of the members of EC.

- The quorum for any meeting of the EC shall be one third of the members of EC.
- The office-bearers of the Association will function under the general directions of the EC. The Secretary will be responsible for the day to day working of the Association and the Treasurer will keep accounts, receive deposits, and make payments. The President will preside over all meetings of EC. In the absence of the President Vice-President (HQ) will exercise the functions of the President. In the case of sudden vacation of office in the interval between two meetings of EC by the Secretary or the Treasurer, or both, the President shall designate one (or two) of the members of EC to take his/her (or their) place and exercise his/her (or their) functions, until the next meeting of the EC.

VII. Privileges: Members are entitled to the following rights & privileges:

- To be present and vote in all General Body Meetings.
- To hold any office of the Association on being duly elected.
- To receive free or concessional supplies of publications brought out by the Association.
- To receive invitation to all Seminars, Symposia etc., organised by the Association.
- To be members of any of the Sub - committees which may be constituted by the General body or Executive Committee.
- To have such other rights & privileges, which may be decided by the General Body from time to time.

VIII. LIABILITY OF THE MEMBERS: The liability of members is Limited to the amount of subscription due from time to time. He/She is required to pay membership / *registration fee (during Alumni Meet etc.) as may be fixed by the General Body/Executive Committee from time-to-time.*

IX. RECORD OF MEMBERS: The Secretary of the Association will maintain a register of members which alongwith the minute's book of the Association shall be conclusive evidence of the membership of the Association.

X. ACCOUNTS: All amounts received by the Association will be deposited in a scheduled bank or be invested appropriately as may be decided by the EC.

- The accounts shall be jointly operated by any two office - bearers, namely, the Treasurer and the Secretary.
- The records of the accounts shall be maintained by the Treasurer
- The accounts will be closed on the last day of the financial year of the Association and be audited by two members nominated by EC and a statement thereof will be presented by the Treasurer to the EC which after approval will be presented to the GB for adoption.
- The financial year of the Association shall be from *1st April to 31st March* of each year.
- The audit of the accounts of the association shall be got conducted annually.

XI. PROPERTY OF THE ASSOCIATION:

- The property, movable and immovable, belonging to the Association shall be deemed to be vested for the time being in the EC and in all proceedings, civil and criminal shall be described as the property of EC of the ASSUP.
- The income and properly of the Association from where so ever derived shall solely be spent in the

promotion of its objects as set forth earlier and no portion thereof shall be distributed among its members by way of dividends, bonus, etc.

- If at any time, the Association is dissolved, and if there shall remain upon such dissolution, after the satisfaction of all its debt and liabilities, any property whatsoever and where so ever, the same shall not be paid or distributed among the members of the Association, but shall be given to the Sri Sai University, Palampur for students welfare activities.

XII. DISSOLUTION OF THE ASSOCIATION: Not less than three-fifths of the members of the Association may determine that it shall be dissolved and thereupon it shall be dissolved forthwith or at the time then agreed upon and, all necessary steps shall be taken for the disposal and settlement of the property of the Association its claims and liabilities, according to the rules of the Association applicable there to, if any and if not, then as the General Body shall find expedient provided that, in the event of any dispute arising among the said GB or the members of the association the adjustment of its affairs shall be referred to the principal court of original civil jurisdiction of the district where the headquarters of the Association is situated, and the court shall make such order in the matter as it shall deem requisite provided that the Association shall not be dissolved unless three fifths of the members shall have expressed a wish as such or by proxy at a general meeting convened for the purpose.

XIII. AMENDMENTS: Any motion having for its objects, the alteration of existing rules or enactment of new ones will first be submitted to the EC which will consider it at a special meeting to be held for the purpose. If two - thirds of the members present in EC meeting vote in favour of any amendment or fresh enactment it will be included in the agenda of the next Annual General Body Meeting or Extraordinary GB meeting which have the power to ratify or resile them.

- The EC may with the sanction of the Association frame or alter bye - laws for the working of the Association not in consistent with its rules.

XIV. Any member(s), deputed by EC/GB on tour for the promotion of the cause of ASSUP or in relation to ASSUP activities or any other purpose as may be felt appropriate by EC/GB, will be paid TA or may be provided conveyance alongwith rest house/ guest house charges. The daily Allowance (DA) will not be less than Rs.150/- per day.

XV. The Association may use or be used in the name of the Secretary, ASSUP.

XVI. All the clauses, of the Society Registration Act 1860 (Punjab Amendment Act, 1957) shall apply to the Association.

XVII. Certified that this is a true copy of the Rules and Regulations.

NOTE: The membership form is enclosed as ANNEXURE-I