

CONSTITUTION

OF

OLD STUDENTS ASSOCIATION

Govt. College Arki District Solan, H.P.

Registration number...

Dated.....

1. Objectives of old Students Association

- 1.) To liaison between the old and new students to share their experiences.
- ii.) To develop 'community feeling' among the students of Arki.
- iii.) To establish a network of Arki students.
- iv.) To undertake any developmental activity for this institution.

2. Registration office & Address for correspondence

President, Old Students Association,

Govt. Degree College Arki, Distt. Solan H.P.

3. Rules & Regulations (Bye-Laws)

i) Membership

The membership of the association will be open to any person who has studied in the Govt. College Arki at least for one year/ degree holder but subject to the approval of the governing body of the association.

ii.)Registration fee & subscription

The registration fee and the subscription shall be as under until or unless revised by the governing body of the association:

Registration fee: 50 Rs. 100 at the time of registration.

b) Subscription: Rs. 100 per annum.

c) Life Membership:- Rs. 1500

4. Termination, cessation or forfeiture of membership

The governing body of the association shall have the right to expel

or terminate the membership of the association, on the following grounds:

- a) On the death of the member.
- b) On the written resignation.
- c) If found to be involved in any anti social activity.
- d) If the member works against the objectives of the association.
- e) If fails to pay the subscription fee in a specified time.
- f) If disregards the rules & regulations or disobeys the decisions of the governing body.

5. General Body

The association shall have two bodies General Body and Governing Body'. All the members of association together comprise the General Body. The duties of the general body shall include election of the Governing body members, alteration of name, objectives, rules and regulations if necessary.

a) Notice

Generally 15 days notice shall be given to the members, before the date of General Body meeting, enclosing the agenda, specifying the date, time, place and issues to be discussed.

b) Meeting

Meeting of the general body shall be held once in every year.

c) Quorum The quorum of the general body meeting shall be the two third of the total strength of the general body members of the association.

6. Rights and privilege of the members

Every member of association:

- a) shall be entitled to participate in the meetings, cultural/ educational functions and other lawful gathering, called/ arranged by the association.
- b) Shall have the right to vote in the meeting of the association.

7. Duties of the members.

All the members of the society shall:

- a) elect the Governing Body of the association,
- b) attend the general body meeting,
- c) give the necessary information to the association, pertaining to any matter which is necessary to be known by the association,
- d) not indulged in activities which are prejudicial to the Aims and Objectives and/or the Rules and Regulations of the association.

8. Governing Body

- a) Term

Term of the Governing body shall be one year (1 August to July)

- b) Notice

Minimum 7 days notice shall be given for every general body meeting of the association, however, urgent Governing Body meeting can be called by 24 hours notice.

- c) Quorum

The quorum of the general body meeting shall be the two third of the total strength of the general body members of the association (including the office bearers and executive members).

- d) Meeting Sociely

Meeting of the Governing body shall be held twice a year (or as and when the Governing Body decides from time to time).

9. Composition of the Governing Body shall be as under

- | | | |
|----------------------|--------------------|-----|
| a) Patron | Principal GDC Arki | One |
| b) President | | One |
| c) Vice President | | One |
| d) General Secretary | | One |
| e) Secretary | | One |

10. Functions and powers of the Governing body

a) Governing Body shall be responsible for the management and administration of all affairs of the association and is also authorized to appoint any office bearer/ executive member to look after any particular activity.

b) All the decisions shall be taken by the majority votes.

The Governing Body shall have the powers to prepare plans, projects and programmes.

11. Powers and duties of the office bearers

A. President

a) President shall preside over all the meetings of the association.

b) At the time of voting on any matter/ subject (except Election), if the total votes of the groups of members happen to be equal in number, the President has the power to cast an extra vote to decide the issue.

c) President shall have the power to allow inclusion of any subject/ matter in agenda for the discussion in the course of Proceeding/ meeting.

d) President will sign all the papers/ letters on behalf of the association to conduct its correspondence.

B. Vice President

The Vice President shall enjoy all the powers of the President in her

C. General Secretary

a) General Secretary will summon and attend the meetings of the Governing Body and General Body.

b) General Secretary will prepare the membership register as well as the proceeding register to record the minutes of the proceedings of the Governing Body and the General Body meeting and have them duly signed by the members who attend them.

D. Secretary

The Secretary shall enjoy all the powers of General Secretary in her absence.

E. Treasurer

a) All funds of the association shall remain under the care and management of the Treasurer.

b) Treasurer shall maintain the accounts of money which is received and/ or paid to her by the association.

14. Appeals

All the appeals shall be referred to the General Body of the association and the decision of the General Body shall be final.

15. Filling of the casual vacancies

Any casual vacancy amongst the Governing Body, shall be filled by the resolution passed by the Governing Body, such appointment(s) shall be confirmed by the General Body in its ensuing meeting.

17. Elections

a) Office bearers shall be elected by voice.

b) The office bearers shall be elected from Ballot if any member with good standing files a written request to this effect with the Secretary at least 7 days prior to the election.

18. Sources of Income

All the income of the association shall be utilized only for the promotion and fulfilling of the Aims and Objectives of the association Sources of income shall be as under:

a) Registration fee and subscription fee from the members of the association.

b) Donations, contributions and/ or grants from public, government departments or institutions or any other suitable source.

c) Contribution from Honorary members and Patrons.

d) Income from gifts, legacies of movable and immovable properties and

e) Income from other activities of Association including publications etc.

19. Financial year

Financial year of the association shall start from 1st April to 31st March every year.

20. Audit

The accounts of association shall be audited by the qualified Auditor (C.A.) every year.

21. Management of funds and operation of accounts


Accounts shall be operated by Joint signatures of Treasurer and any one of the President and General Secretary

Certified that this is a correct copy of the Rules and Regulations of the society.


Treasurer


General Secretary


President


Patron
Principal
Govt. College Arki
Dist. Solan (H.P.)
Arki, Dist. Solan (H.P.)