



ASSAM UNIVERSITY ALUMNI ASSOCIATION
ASSAM UNIVERSITY SILCHAR
ASSAM, PIN-788011

অসম বিশ্ববিদ্যালয় পূৰ্বছাত্ৰ সংঘ
অসম বিশ্ববিদ্যালয় সিলচৰ,
অসম, পিন- ৬৮৮০১১

The Constitution

Article 1: Definition of Alumni Association

Assam University Alumni Association is the Alumni Association of Assam University Silchar and Diphu Campus (hereinafter referred to as the Association) and is an independent society of alumni of Assam University, Silchar and Diphu Campus (hereinafter referred to as University). The acronym of the association is AUAA.

Article 2: Office

The Association shall maintain its registered office at the University in Silchar & subsequently in Diphu Campus and function from this office and other offices, as may be decided by the Executive Committee of Association. The Association shall have its own official logo as designed by Department of Visual Arts, AUS. The Association shall have seal of Chairman/President, Convener/Secretary and Treasurer.

Article 3: Objectives & Mission

As per AU Ordinance No. 39, the main objective of the Association shall be the objectives of the University as in Sec. 4 of Assam University Act (1989). That is to maintain contacts and solidarity among graduates of the University and to raise funds for the development of the University. Mission shall be to **organize, unite and develop** the University.

Article 4: Ex-Officio Chairman

The Vice-Chancellor of the Assam University shall be the ex-officio Chairman of the Association. However, Vice-Chancellor may nominate a member of the Association as Working Chairman.

Article 5: Membership

The membership of the Association shall be open to all degree holders of the University including PG diploma and Certificate courses, an alumni must apply in the prescribed format for registration. The association shall have the following categories of members:

- A. Regular Member: An alumni who has received a degree/diploma awarded by the University and has paid subscription for Membership (as per AU ordinance i.e. Rs. 100 per year + Rs. 50 for Alumni Registration for the first time only and/or Rs. 50 for Re-registration whose registration is lapsed), shall be a Regular Member.

B. Life Member: The following shall be a Life Member:

An alumni, who has received a degree/diploma awarded by the University and paid the subscription as per AU Ordinance for Life Membership (i.e, Rs. 1000+Rs. 50 for Alumni Registration) and a faculty, who has served the University for at least one year and has paid one time subscription for Life Membership as prescribed by the Association.

C. Honorary Member: The following shall be an honorary member:

All the past Chairmen & Secretary of the Association; All retired faculty who have served the University for more than ten years; and An eminent person honoured by the University.

Article 6: Executive Committee

A committee shall be constituted as Executive Committee in the General Body Meeting through election, afterward committee shall be approved by the competent authority of the University.

The Committee of the Association shall consist of the following (as per No. 39(6) AU Ordinance)

- i) Chairman
- ii) Vice-Chairman
- iii) General Secretary
- iv) Joint Secretary- cum-Treasurer
- v) Maximum of 17 Executive Members (including ii to iv)

Article 6A: Term of Executive Committee

The term of the Executive Committee shall be three (3) years from the date of assuming office and shall be reconstituted before the expiry of the tenure. (As per No. 39(7) of AU Ordinance)

Article 6B: Powers and functions of the Executive Committee

The Executive Committee shall be the main committee of the Association to take decisions on the matter relating to the Association. Any matter brought by any member of the Association or a third party, must be placed in the Executive Committee meeting for decision. The Executive Committee shall function in accordance with Constitution of the Association.

The Executive Committee shall

- (i) Manage its overall activities.
- (ii) Apprise the General Body of the activities of the Association.
- (iii) Constitute sub-committee(s) for specific purposes as and when required.
- (iv) Finalize Annual Report (both Administrative and Financial) and place it before the General Body for approval.
- (v) Authorize Secretary to incur expenditure.

- (vi) Constitute the Election Committee before expiry of the tenure of current Executive Committee.
- (vii) Appoint an Auditor to audit the annual accounts of the Association.

Article 6C: Disqualification of Membership

The Executive Committee shall have the right to disqualify any Member without prior notice, but with reason stated for disqualification communicating to the member.

Article 7: General Body

The members of Executive Committee, Regular Members, Life Members and Two Departmental Alumni Representatives (or in absence Head) of the Academic Departments of the University shall be the member of the General Body of the Association.

Article 7A: Power and function of General Body

The General Body shall be the body of the Association for electing the members of the Association through election. The body shall approve the administrative and financial reports, annual reports etc. The body shall function in accordance with Constitution of the Association.

Article 8: Election for the Executive Committee

- (i) An Executive Committee shall be constituted through the process of election on or before the expiry of the tenure of the previous Executive Committee.
- (ii) An Election Committee shall be constituted by the current Executive Committee.
- (iii) The Election Committee shall consist of five members including a Chairperson/President and a Vice-Chairperson.
- (iv) The Executive Committee shall provide the latest/updated list of members of the Association with voting rights (eligible members) to the Election Committee who will circulate the same for the information of all members at least 21 days prior to the date of election.
- (v) The election shall commence on/after 22nd day following the announcement of the list of members of the Association by the Chairman Election Committee.
- (vi) The election shall be held for seventeen members of the Executive Committee.
- (vii) An eligible member may contest election for only one position/office in a given election. The nomination of the candidate may be proposed by any eligible member of the Association and be seconded by another eligible member of the Association.
- (viii) The Election Committee shall screen all nominations. The Election Committee shall disqualify/cancel nominations filed incomplete/erroneous in any respect and after the stipulated date and time.
- (ix) The final list of the nominations of the candidates accepted as well as disqualified/rejected respectively for each post/office shall be announced / published by the Election Committee on the 3rd day after last date of filing of nomination papers. Reason(s) for the disqualification/rejection may be mentioned in brief.
- (x) The candidates whose nomination qualifies for election shall be given three days time excluding the day of announcement of the names to withdraw candidature if intended. The

request for withdrawal of the candidature shall be submitted in writing to the Chairman, Election Committee within the stipulated time.

(xi) The Election Committee shall announce/publish the final list of candidates by 5.00 pm of the last date of withdrawal of the candidature.

(xii) Each candidate shall be given an opportunity to interact with the members of the Association through the Association website or email, as decided by the Executive Committee to express/share their views, opinion and manifesto about one's contribution and vision for the progress and improved working of the Association. A maximum of three days shall be provided to the candidates from the date of announcement of the final list of the candidates.

(xiii) The venue for the Election Process including counting of votes shall be decided by the Election Committee and brought to the notice of all concerned.

(xiv) The names of the newly elected members/office bearers of the Executive Committee shall be officially declared by the Election Committee and communicated to all.

(xv) The decisions of the Chairperson, Election Committee with regard to the process of the election shall be final and binding on all.

(xvi) The newly elected Executive Committee shall take over the charge of the office after due approval of the authority at the earliest after the declaration of the election result.

Article 9: Conduct of Meetings

- (i) Intimation and preliminary agenda of any meeting other than special meetings shall be served by the Secretary to all members of the Executive Committee/General Body at least 7 (seven) days prior to the date of the meeting.
- (ii) The quorum for the meeting of the Executive Committee shall be not less than nine (9) for adopting any resolution.
- (iii) The quorum for the meeting of the General Body shall be at least one-third of the total membership of the Association or 30 members, whichever is lesser.
- (iv) The proceedings and resolutions of all meetings of the Association shall be preserved in the form of minutes to be authenticated after confirmation by the President and the Secretary.

Article 10: Finances

All money received and tendered shall be in the name of the Association. The membership fee, renewal fee, grants and donations shall be received by the Association, and receipts for the same shall be issued by the Treasurer. All payments shall be made through cheque/demand draft/electronic transfer etc. The funds/a separate bank account may be handled by the Finance Officer of the University (As per No. 30(9) of AU Ordinance) along with Treasurer/Secretary of the Association jointly (As per decision taken on the Executive Committee Meeting dt. 20/09/2016).

Article 11: Legal Dispute

The Association shall have its legal jurisdiction in Silchar and Diphu, Assam. In case of any legal dispute, the Chairman/President and/or Secretary/Convener of the Association shall represent the Assam University Alumni Association (AUAA).

Article 12: Amendment of Constitution

i) Any amendment to the Constitution shall be carried out only after due scrutiny and discussion in the Executive Committee meeting with 2/3rd majority and after its due consideration.

(ii) The amended Constitution may be placed in General Body Meeting for intimation purpose only. The amendments as adopted and considered by the Executive Committee shall be submitted for approval to the Chairman of the Association i.e. Vice-Chancellor of the University. Once signed by the Vice Chancellor, the proposed amendment shall be deemed effective.

Article 13: Dissolution of the Association

The Association may be dissolved in the event of its necessity being consented upon in writing by at least 2/3rd majority of the members of the General Body. In such a case, all assets of the Association shall be transferred to the Registrar, Assam University, Silchar-788011.