

**ALUMNI ASSOCIATION OF
G.D. BAGARIA TEACHERS' TRAINING COLLEGE
Aerodrome Road, Boro, Giridih, Jharkhand-815316
Bye-Laws**

1. **Name:** Alumni Association of G.D. Bagaria Teachers' Training College, which in abbreviated form may be referred to as AAGDBTTC, and is hereinafter designated as the Association.
2. **Registered Office:** Aerodrome Road, Boro, Giridih, Jharkhand-815316.
3. **Objectives:-**
 - 3.1 To provide a forum for the Alumni of G.D. Bagaria Teachers' Training College for interaction and networking between alumni of the institute.
 - 3.2 To provide a forum for the Alumni of G.D. Bagaria Teachers' Training College for interaction with Bose Institute authorities for the causes of the alumni of the institute.
 - 3.3 To engage in such academic and social activities as shall contribute towards projecting input of the institute in scientific research nationally and internationally.
 - 3.4 To engage in such academic and social activities as shall contribute towards promoting liaison between the alumni and the institute.
 - 3.5 To support professional/academic development of the institute.
 - 3.6 To organize national and international seminars/conferences/lectures etc. on topics of science and related areas to share the current knowledge among the alumni.
 - 3.7 To submit proposals on such areas of scientific and social relevance for funding to different government agencies.
 - 3.8 To foster the spirit of love, affection and gratitude for the alma mater.
 - 3.9 Any activities that support/promote the above objectives.
4. **Members:-**
 - 4.1 **Regular Member:** Students who have Passed B.Ed or any other course run by this college will be considered as regular member. Faculty members who served and retired from this college will also be considered as regular member.
 - 4.2 **Associate Member:** Those who were or have been engaged in the college at least for two years on full-time basis will be considered for Associate membership.
 - 4.3 **Honorary Member:** All past members and eminent persons will be considered by the Council of the AAGDBTTC. Current member including President will be honorary member by default (vide section 7).
 - 4.4 **Corporate member:** Any organization whose activities and aims are directed toward the furtherance of the aim and objectives of the Association. Such organizations are designated as corporate members.
 - All memberships are subject to validate by the Executive Council.
 - **Only regular members have voting rights.**

5. Membership Fee:

- 5.1 Members and Associate members have a uniform flat one-time fee of Rs. 500.00 to be a Life member of the AAGDBTTC. There is no annual membership fee. Members and Associate members, once registered, will not be affected by any further revision of the membership fee.
- 5.2 Honorary members have no membership fee.
- 5.3 Corporate member: An annual fee of Rs.1,000.00.
- 5.4 Membership fee may be revised as determined by the Council from time to time.

6. Finance:

- 6.1 The Association is supported financially, in part, by membership fee paid by the members.
- 6.2 In addition, the Association is supported financially by the contribution from college.
- 6.3 Further financial support of the Association may be obtained in the form of grants-in-aid, donations, advertisements or gifts to the Association, with the approval of the Council. Additional sources of revenue may include funds accruing from publications of proceedings or organization of scientific meetings and similar activities. However, any grants-in-aid, donation, or gift may not be accepted by the Association if it prejudices or compromises the objectives or purposes as stated in Article 3 above or if it interferes with the free expression of opinion of the individual members, or the Councillors of the Association.
- 6.4 Financial year of the Association starts from 1st April of a year and ends on 31st March of the next year.

7. Administration:

- 7.1 The executive functions of the Association are delegated by the membership to the Executive Council comprising of 6 members to be elected as described in Article

- 7.14. The Executive Council of AAGDBTTC shall consist of 5 Office Bearers or Officers (one President, one Vice-Presidents, one Secretary, one join secretary & one Treasurer.
- 7.2 The Principal of G.D. BAGARIA TEACHERS' TRAINING COLLEGE shall be the Patron of AAGDBTTC.
- 7.3 The Executive Council has the responsibility for the overall management of the affairs of the Association, performing those functions as are provided for in the Constitution or the rules of the Society. The Executive Council has right to form special committees/sub-committees for smooth functioning of the Association from time to time if deemed necessary.
- 7.4 The term of the Executive Council is two years. The General election will be held in every two years.
- 7.5 Officers and members of the Executive Council cannot hold the same post for more than three consecutive terms of two years each.
- 7.6 The Executive Council shall meet at least prior to each General Body Meeting. It shall confer at any other times subject to the rules of the Council or at the discretion of the President.
- 7.7 An Advisory Board may be formed with distinguished scientists or personalities to advise the Association for the cause of furtherance of the objectives of the Association. All past Presidents shall be the member of the Advisory Board.
- 7.8 The President may set up ad hoc committees or ask to call a General Body Meeting to deal with any specific problems which may come before the Association.
- 7.9 Standing committees such as Rules Committee (to formulate the rules of the Association, to deliberate on any proposed amendments to the articles of the constitution or the rules of the Society and to give its recommendations to the Council), Membership Committee (to oversee the admission and maintaining the register of members), shall be constituted by the Council. These committees may be formed from the members of the Executive council or co-opt from General Body as and when necessary. Term of these committees should be decided by the Executive council.
- 7.10 Any member of the Association may present a proposal, question or suggestion to the Council. Such proposals, received at least 10 days in advance, will be placed on the agenda of the Council as a regular item of business at the discretion of the President and the Secretary.
- 7.11 If a vacancy occurs in a seat held by an Office Bearer, the Executive Council may co-opt a member to fill the unexpired term until the next General election.

- 7.12 The Rules Committee shall formulate and recommend to the AAGDBTTC Council a set of rules by which the Association is governed. All such rules shall be consistent with the provisions of this Constitution. The rules become effective after having been approved by the AAGDBTTC Council. The rules so formulated shall be circulated to the membership. They may be amended by the Executive Council. Any rule found to be in conflict with the Constitution, the articles in the Constitution will prevail.
- 7.13 The Executive Council shall constitute a three-member Election Commission comprising of a Chairperson and two members from amongst members of AAGDBTTC, who are not members of the Executive Council, for conducting election to form the next Executive Council. Registered office of AAGDBTTC shall be the address for communication to the Election Commission.
- 7.14 All 5 members will initially be elected by the members of AAGDBTTC to form the Executive Council. For this, any member can propose the name of a candidate which must be seconded by two other members with the consent of the candidate. Names received within a stipulated period as announced by Election Commission will be put to voting process and top 5 candidates receiving higher number of votes will be declared elected. Voting will be done by hand/secret ballot. In the first meeting of the Executive Council, the newly elected members will elect the Office Bearers (Officers) amongst themselves.
- 7.15 If total number of the members of Executive Council cannot be filled up by the election process, co-opting of members from the General Body can be made.

8. Duties of Officers:-

- 8.1 The President, or in his absence a Vice-president, conducts the meetings of the Executive Council and the General Meeting of members. If the President resigns or is otherwise unable to serve, the Council shall elect a new President from among the members of the Council. The President so elected shall hold office until the next General election.
- 8.2 The Secretary is responsible for the correspondence of the Association, to maintain up-to-date lists showing names, affiliations and addresses of all categories of members and Council members, to call Council meeting and General meeting of members; prepare agenda of the Council meeting and General meeting of membership in consultation with the President; to prepare and keep minutes of all meetings of the Council and the membership, to perform any other duties as be provided by the Rules of the Association, and any other duties which may be assigned by the President or the Council for the smooth and efficient functioning of the Association.
- 8.3 Joint will assist the Secretary in discharging duties of the Secretary and perform duties as have been delegated by the Secretary.
- 8.4 In the event that the Secretary resigns or is unable to serve for any reason, one of the Jt. Secretary, as decided by the Council, will act as the Secretary till the next general election.
- 8.5 The Treasurer is authorized to receive all money payable to the Association; to issue proper receipts thereof and to deposit the amounts in the bank account in the name of the Association; to draw and sign cheques on the account of the Association jointly with the secretary or any other officers as will be decided by the Council; to keep proper accounts of all transactions ready to make an annual audited statement account.

9. Proceedings of Executive council meetings:

- 9.1 Members of the Executive Council shall meet to transact the business, relating to all the operations and financial matters of the Association. It shall also frame rules and regulations for the activities of the Association, including the conduct and the administration of its business. The Executive Council shall meet at least once every six calendar months.
- 9.2 A meeting of the Executive Council shall be called by the Secretary (in consultation with the President) and a notice duly signed by the Secretary should be sent by post/e-mail at least 15 days in advance. The Council may also meet, as and when deemed necessary, at such time and place as is decided upon by the Secretary (in consultation with the President). Executive Council meeting may also be called with a notice without giving the stipulated time (Emergency council meeting), if situation so demands and provided all the members of the Executive council unanimously agree to the waiver of such notice.
- 9.3 The quorum for the meeting of the Executive Council shall be one third of its strength, where Secretary and President must be present.
- 9.4 All decisions and resolutions of the Executive Council can be passed by a simple majority. However, in the following situations, the decision to be taken shall be passed by a special resolution, i.e., by 2/3 rd majority of members of Executive Council:
 - 9.4.1 To terminate or cancel the membership of any member, which shall be ratified by the General Body.
 - 9.4.2 To approve the Annual Budget of the Association.
 - 9.4.3 To approve any non-budgeted expenditure in excess of Rs. 5,000/- (Rupees ten thousand only)

10. General Meetings:

There shall be three kinds of general meetings: (a) Annual (b) Special/Extraordinary (c) Requisitioned

- 10.1 The General Body of AAGDBTTC shall meet at least once every year. Quorum for the General Body Meeting will be minimum 10 members.

- 10.2 A Special/Extraordinary or Requisitioned General Body Meeting may be convened at the instance of the President or the Executive Council or by at least 10 General Body Members, who may give notice in writing to the Secretary.
- 10.3 A minimum notice of 15 days shall be given for Annual General Body Meetings and of 7 days for Special/Extraordinary or Requisitioned General Body Meeting.

11. Proceedings at General Meetings:

- 11.1 No business shall be transacted at any General Body Meeting unless a quorum of members is present at the time when the meeting proceeds to business.
- 11.2 The President may, with the consent of any meeting at which a quorum is present, and if so directed by the meeting, adjourn the meeting from time to time and from place to place.
- 11.3 No business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
- 11.4 Same as aforesaid, it shall not be necessary to give any notice of an adjournment or of the business to be transacted at an adjourned meeting.

12. Amendments:

Any provision of this constitution can be amended by a two-thirds majority of those alumni members present and by voting in General Body Meeting. The quorum for such a meeting will be 30 members. The proposal to amend the Constitution shall be at the instance of the standing rule committee or the signed requisition by at least 10 regular members. Such a proposal will contain details of the Rule (s) desired to be amended, the proposed text of the changed rule and the reason for seeking the amendment. The latter is meant as a guide for any deliberation at the General Body Meeting. Upon the receipt of a requisition for amendment the Secretary shall issue notice to every member for the meeting, at least 21 days before the scheduled date.

13. Cessation of membership:

- 13.1 A member of the Association shall cease to be a member under the following circumstances:
 - 13.1.1 Upon death.
 - 13.1.2 If he/she has tendered his/her resignation by a notice in writing.
 - 13.1.3 Membership shall be liable to be terminated if a member is guilty of such conduct as is grossly injurious to the Association, or if he/she acts in willful contravention

of the Memorandum or the regulations. If the Executive Council, after being fully convinced about the charges made against the member, shall place his/her name before a Special or Annual General Meeting. The name of the member shall be removed from the register if two-third of the members present in the meeting vote in favour of such removal.

14. Bank Operation:

Bank account in the name of 'Alumni Association of G.D. Bagaria Teachers' Training College' will be handled jointly by the Secretary and either the President or the Treasurer, who would also be the signatories for operation of the bank account.

15. Auditors:

A certified Auditor shall be appointed by the General Body at its Annual Meeting to audit the accounts of AAGDBTTC.

16. Dissolution Clause:

The Association may be dissolved if three-fourths of its members present in a General Body Meeting pass a resolution for such dissolution convened for the purpose. The quorum for such a meeting will be 40 members. In the event of dissolution or winding up of GDBTTC, the assets remaining as on the date of dissolution shall be transferred to G.D. Bagaria Teachers' Training college.

(PRESIDENT)