

BYE LAW
of
ALUMNI ASSOCIATION OF AQUINAS COLLEGE EDAKOCHI

I. Name

The name of the Association shall be Aquinas College Alumni Association (AAA)

II. Address of the Registered Office

The registered office of the Association shall be at Aquinas College, Edakochi, Ernakulam District.

III. Extend and Commencement

- a) The area of operation of the Association shall be mainly at Ernakulam – Alappuzha District and may be extended to anywhere as decided by its General Body.
- b) It shall come in to force at once.


IV. Functions

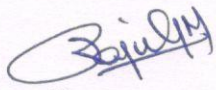
The Association shall function in accordance with the provisions of the Travancore-Cochin Literary, Scientific and Charitable Societies Registration Act 1955 (Act 12 of 1955) for the fulfillment of the following aims and objects.

V. Aims and Objectives: The aims and objectives of the association shall be:

1. To foster the feeling of cooperation, harmony, spirit of amity and fellow feeling amongst the old students of Aquinas college.
2. To embellish the inter person relationship of the members and their family based on love, cooperation and help.
3. To work for maintaining and improving the inter personal relationship between the old students and the erstwhile teachers and non-teaching staff of the College and their families for a better unified, organized, secured and peaceful community.
4. To assist the Management of the College for improving value added Curriculum, upholding campus discipline and dignity and also for promoting the extracurricular activities.
5. To guide the students to excel in their education, sports, science and literature.
6. To provide financial assistance to the children of the members of the association for their education, in case of necessity.
7. To provide financial assistance to the students of Aquinas college who are in need of financial support in their studies.


President


Secretary


Treasurer

Page | 1

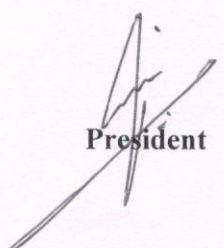
8. To introduce and declare Scholarship, Endowments, Trophy and Prizes to the students who outshine in Education, Sports, Literature, Science, Arts, etc.
9. To provide wheelchairs, artificial legs or limbs or other medical equipment or support to the students who are having organ impairment or in need of medical care.
10. To organize and conduct symposium, speeches, seminars and creative activities aiming to improve the mental as well as the physical health of the members and students of the college.
11. To organize and conduct classes on prevention of Narcotics and Psychotropic Substance or Road Safety, Prevention of Dowry etc., or any other subjects having social importance intended for the wellbeing of the students
12. To encourage and develop the abilities of the youngsters and to give opportunities for them to grow up in any respect and level.
13. To do all the lawful acts, deeds and things as are incidental to the attainment of the aims and objectives.
14. To acquire land or building space for the permanent set up of the association
15. To mobilize funds for charity purposes, educational and social objectives.
16. To adopt and introduce any policy as formulated by the General Body for the proper function improvement and development of the Association and also for the improvement and development of the members of the association and society as such.
17. Any other purpose decided by the Management Committee.

VI. DEFINITIONS

1. "College" means Aquinas College Edakochi
2. "Old Student" means all the students who studied in Aquinas College and registered for at least one University Exam.
3. "Student" means all the students presently studying in Aquinas College Edakochi.
4. "Member" means the former students, teaching and non-teaching staff who are all enrolled as a member of this association.
5. "Effective Member" means member having no dues in annual subscription fee.
6. "Association" means Aquinas College Alumni Association, Edakochi.
7. "Managing committee" means committee duly elected by the members Aquinas College Alumni Association, Edakochi having strength of not less than 10 members.
8. "Member of Managing committee" means the member elected to the managing committee by the members of Association.

VII. MEMBERSHIP And Procedure of Admission

1. All the former students, teaching or non-teaching staff of the College who are residing within the state of Kerala or residing or working inside and outside India shall be eligible for membership in the Association.



President



Secretary



Treasurer

2. The eligible candidates who remit the prescribed admission fee and pay monthly or annual subscription without fail as decided by the General Body from time to time shall be treated as effective members of the Association.
3. The application for membership has to be submitted to the executive committee accompanied by necessary proof of study in the college and experience certificate in the case of staff. The executive committee, if satisfied, shall admit the applicant as member by collecting the prescribed admission fee.

VIII. Admission Fee

1. The admission fee of the member shall be Rs. 500 (Rupees Five Hundred Only) or any such amount as may be fixed by the General Body from time to time. The members shall pay a sum of Rs. 100/- each (Rupees One Hundred only) as annual subscription and obtain receipts from the Office without fail.
2. The fee for lifetime membership shall be Rs. 2500 (Rupees Two Thousand Five Hundred Only) and such members need not pay the annual subscription fee.
3. The admission fee for newly passed out students shall be Rs. 100 (Rupees Hundred Only) or any such amount as may be fixed by the General Body from time to time. The members shall pay a sum of Rs. 100/- each (Rupees One Hundred only) as annual subscription and obtain receipts from the Office without fail.

The membership fee and monthly subscription are subject to revision or enhancement from time to time as decided by the General Body.

IX. Rights and privileges of the members.

1. Every member of the association shall have the right to attend and express their independent opinion and suggestions in the General Body Meeting.
2. Every eligible member has the right to cast their vote in the General Body if any election is conducted.
3. Every eligible member has the right to contest for any post in the executive committee.

X. GENERAL BODY MEETING:

All the members of the Association shall together form the General Body.

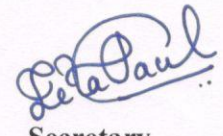
Such Annual General Body shall be convened at least once in a year, positively on any public holiday, on or before 31st day of May every year, by giving 10 days prior notice with the agenda to the members.

The General Body shall elect the Managing Committee from the effective members present in the floor. The Managing Committee shall have the power to fix its date and time of the general body meeting.

The General body meeting shall be held at the office space of the Association or any other place as decided by the Managing Committee from time to time.



President



Secretary



Treasurer

The President or the Secretary of the Association shall have the power to call for an extra ordinary General Body meeting upon the written request of at least 20% of the total members or if any urgency arises otherwise.

Such extraordinary General body meeting shall be convened within 15 days from the date of receipt of such notice.

Five days' clear notice should be given to members before convening the meeting and it could be waved considering the urgency.

The ultimate authority in all matters relating to the manner of administration shall vest with the general body

The following matters shall be decided by the General body by a resolution passed by 2/3rd majority of the members present in the meeting and such decisions shall be implemented by the Managing committee.

1. Passing of accounts
2. Election and removal of members of Managing Committee.
3. The amendment and repeal, of rules, by-laws, and membership of Association.
4. Disciplinary action to be taken against any member who violates the rules and bye-laws of the Association.
5. The election should be held in the General body meeting Biannually and the Executive Committee shall have the power to fix its date and time.

XI. Quorum

The General body meeting shall be conducted every year. The quorum of the General Body shall be at least 20% of the total members for the ordinary meetings and quorum shall be 50% at least for amendment and other important changes of the byelaw. In case if the sufficient quorum is not available, re-notification will be issued for another meeting in which the quorum is not applicable.

XII. Voting.


1. The secretary, with the approval of the executive committee shall prepare voters list 20 days prior to the day fixed for annual election.
2. The members in the voters list shall have the right to cast their vote in the General body Meeting and shall have the right to elect the members of the Managing Committee, on the principle of one vote for one member.
3. The lifetime members and the effective members who have remitted the annual subscription fee without default shall be included in the voters list.
4. The members shall have the right to raise objections to the voters list within five days from the date of publishing the draft list.
5. All the objection against the voters list shall be decided by the executive committee within four days



President



Secretary



Treasurer

Page | 4

6. Final voters list should be published at least 5 days prior to the day fixed for annual election.
7. The members who defaulted to pay the subscription or other dues to the Association in time shall not be included in the voters list
8. The voting shall be by raising hands or if needed secret ballot system also can be adopted.

XIII. EXECUTIVE COMMITTEE

The Managing Committee shall consist of President, Vice President, Secretary, Joint Secretary, Treasurer and 7 committee members all elected in a General body meeting. The election of Managing Committee will be held at the Annual General Body Meeting and all the effective members of the association shall be eligible to stand for election.

XIV. TERM OF OFFICE


The term of the office of the members of the Executive Committee shall be for a period of Two years or to a period decided by the general body.

XV. DUTIES AND POWERS OF THE MANAGING COMMITTEE.

1. The executive committee will be responsible to carry out the day to day affairs of the Association and all duties prescribed in this by-law.
2. The Committee shall hold its meeting at least once in two months or in emergency in accordance with the practices and procedures relating to the meeting and call for the General body meeting at least once a year.
3. An elected committee member may resign at any time by sending a letter of resignation to the President, but such resignation shall come into effect only from the date on which it is accepted by the committee. The committee has to consider the resignation immediately in the next committee or within 25 days, whichever is earlier and decision shall be communicated to the members of the association by a circular within 15 days from date of such committee meeting.
4. The executive committee shall be responsible for the collection of the annual subscription fee etc., from the members as decided and approved by the General body from time to time.
5. The executive committee shall have the power to take action against defaulting members as provided in the By-Laws.
6. Any vacancy arising in the executive committee due to resignation or otherwise, shall be filled by the executive committee. The vacancy of President, Secretary, Joint Secretary or Treasurer shall be filled from the remaining executive members who are not in the designated post mentioned above. However, the vacancy of an executive member who is not there in designated post shall be filled only in the next annual body meeting.
7. On the election of the new Managing committee shall hand over the charges to the new Managing committee at the joint meeting of both managing committee members to be



President



Secretary



Treasurer

Page | 5

conveyed by the outgoing Secretary with in 14 days of holding Annual General Body meeting.

8. The committee member who is absent from three consecutive meeting without leave of absence from the committee, he/she shall cease to be member of the same unless a majority of the remaining committee members decide otherwise. There shall be at least one meeting of the Committee every two month, but intervals between two such meetings shall not exceed Seventy-five days.

XVI. DUTIES AND POWERS OF THE PRESIDENT

1. The president will have a general control over all the affairs of the Association and shall also look after day to day administration
2. He shall preside over the Executive committee meetings, as well as the General Body meetings.
3. In case of emergency, he shall convene special meetings of the executive committee or General body meeting by notice after discussing with other executive members.
4. All resolution passed by the Managing committee shall be deemed to have the approval of the President and he shall sign in the Minute book of the meeting held.
5. The President with the secretary shall be the persons who will sue and be sued for and on behalf of Association.
6. The President, Secretary and the Treasurer shall jointly open the Bank account in any bank as decided. The President shall be joint signatory of all the cheque or cash dealing of the Association.
7. The President shall be the joint custodian of all the properties of the Association, including the funds of the association with secretary and Treasurer.

2) Vice President.


In the absence of the president the vice President shall preside over the Committee meeting and General Body Meeting. He will have the same powers of the president when he presides over the meetings.

XVII. DUTIES AND POWER OF THE SECRETARY


- 1) The Secretary shall be responsible for the effective administration of the Association, subject to the control of the committee.
- 2) The secretary shall have the power to convene executive committee meeting once a month by giving a months' notice.
- 3) The secretary shall maintain minutes book for recording the proceedings of the Managing committee and General body meeting.



President



Secretary



Treasurer

Page | 6

- 4) The Secretary shall be responsible to carry out the decisions taken at the Managing Committee meetings.
- 5) The Secretary shall be a signatory to open and operate Bank accounts along with the President and Treasurer
- 6) The Secretary shall assist the treasurer in maintaining Accounts.
- 7) The Secretary shall be responsible for rendering all reports and return to the authorities either annually or as called for from time to time by the Committee members.
- 8) The Secretary shall be the joint custodian of all the properties of the Association, including the funds of the association with Treasurer and president

2. Joint Secretary

The Joint Secretary shall assist the secretary in all the day to day affairs of the association and its functioning.

XVIII. DUTIES AND POWER OF THE TREASURER

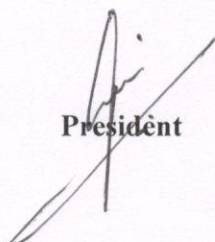
1. The Treasurer shall be the joint custodian of all the properties of the Association, including the funds of the association with secretary and president.
2. He shall be empowered to operate the bank accounts in any scheduled/nationalized Bank as decided by General body. He shall be a signatory jointly with the President or Secretary for operating Bank accounts The treasure shall keep cash of Rs.5000/-. In his hands for incurring expenditure relating to the day to day working of the association.
3. The treasurer shall be responsible to maintain proper account books signed by him/her and shall produce to the committee monthly and to the General Body every year and is responsible for jointly wit the secretary for proper maintenance of account of the association.
4. All amounts collected shall be remitted in the Bank, and all expenditure exceeding Rs. 5000/- will be met only by cheques, which has to be jointly drawn by the Secretary/Treasurer and the president.

XIX. ACT TO BE BINDING ON MEMBERS

All agreements, decisions and determinations lawfully made by the Association in accordance with the voting percentage established under the applicable laws or the by-laws shall be deemed to be binding on all members of the association.

XX. ASSETS AND FUNDS

Membership fees, subscriptions, donations, amounts contributed by the members, interest free deposit from the members, interest from fixed deposit, all the sum or assets as may be, donated, bequeathed by any person or persons to the Association, all assets that may be purchased or acquired from or out of the said funds or otherwise acquired by the Association, all investments and realization thereof from or out of the said funds and assets and all the funds and assets, which have



President



Secretary



Treasurer

by any means become the property of the Association shall form as the assets and funds of the association

XXI. ACCOUNTS AND AUDIT

Financial year of the Association shall be from 1st of April to 31st March of the succeeding year. The accounts in respect of income and expenses out of and towards the association shall be maintained properly. The expense in respect of the association shall be met and accounted from the funds derived out of the association members contribution.

Audited accounts of the Association for the year ending 31 March shall be placed for the consideration and approval of the members at the Annual General body Meeting of the Association.

XXII. BANK ACCOUNT

All the accounts of the Association shall be opened in the name of the Association in any Bank or Banks as decided by the Executive Committee and shall be operated by the president, secretary, and treasurer.

XXIII. AMEDEMMENT OF BY-LAWS

The General body may from time to time, amend or alter the objectives or the by-laws or the name of the association, if it is passed by the 2/3 majority of the members present in the General Body convened specifically for that purpose.

XXIV. DISSOLUTION

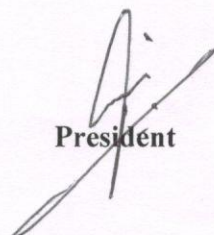
The Association shall be dissolved upon the recommendation of the General Body by 3/4th majority of the total strength of the members of the Association, having valid voting rights. Upon the dissolution of the Association out of the remains, after satisfaction of all its debts and liabilities and property and assets whatsoever left, the same shall not be paid to or distributed among the members of the Association or any of them, but shall be given to Aquinas college

XXV. EXHIBITION OF BOOKS

The by-laws, register of membership, account and minutes book are to be placed prominently in the office during all hours of the Association, for inspection by the members, free of cost.

XXVI. DISPUTES AND DIFFERENCES

All disputes and differences relating to the association and arising between member's inter-se, members and the association or its subsets including executive committee through negotiations on failure shall be resolved by Arbitration in accordance with the provisions of the applicable laws relating to the arbitration.



President



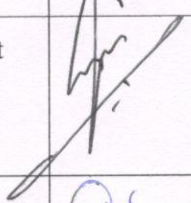
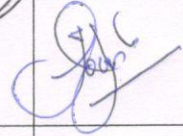




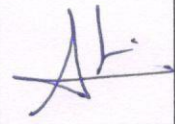

Secretary




Treasurer


DECLARATION

We, the undersigned hereby certify that, this is the true and correct copy of the Bye – Laws, Rules and Regulations of AQUINAS COLLEGE ALUMNI ASSOCIATION. The General Body unanimously approved the Bye–Laws, Rules and Regulations of **AQUINAS COLLEGE ALUMNI ASSOCIATION** in the meeting held on 23.12.2023. In all circumstances the AQUINAS COLLEGE ALUMNI ASSOCIATION will be functioning in accordance with the provisions of the Travancore-Cochin Literary, Scientific and Charitable Societies Registration Act 1955. Signed before the witnesses.





Sl. No.	Position	Name & Address	Mobile No.	Designation	Signature
1	President	Mr. Jebi I. Cherian 16/1880, Illiparambil House Kochupally Road, Thoppumpady S. O., Kochi – 682005	9447187799	Regional Transport Officer- Enforcement, Thrissur	
2	Vice President	Mr. Joseph Antony Hurtis Puliyannathu Parambu Janatha Road Nazareth, Kochi – 682002	9895937720	Deputy Tahasildar, Taluk Office, Kochi	
3	Secretary	Ms. Zeta Paul Manakkatt House Oppt. St. Augustine HSS Aroor. P. O. Alappuzha 688534	8547240300	Assistant Professor in Mathematics, Aquinas College Edakochi	
4	Joint Secretary	Ms. Athira Prakash Kizhakke Cheruallal V S Govindan Road Palluruthy, Kochi – 682006	8089214611	Assistant Professor in Physics, Aquinas College Edakochi	
5	Treasurer	Mr. Raju George Michael 50/645, Karuna L.B.S. Cross Road AIMS-Ponekkara P. O. Kochi - 682 041	9895266616	Assistant Professor in Computer Science, Aquinas College Edakochi	
6	Members	Mr. Dipin Das K. Kalathippadam Aroor P. O., Cherthala Alappuzha – 688 534	8089702654	Melshanthi Kochi-Pazhayannur Dewaswam, Kochi- Dewaswam Board	
7		Mr. Abin B. Antony Bemblassy House Kollassery Road, Konam, Palluruthy, Kochi – 682006	9048124610	Hindi Teacher GMUPS Cheerankandappuram Tanur, Malappuram	
8		Joseph Edwin Kottilakkattu House, Kumbalaghi P. O. Kochi – 682 007	9048273486	Senior Digital Designer TAG India Pvt. Ltd. Global Infocity Park MGR Salai, Kandanchavadi, Perungudi, Chennai - 600096	

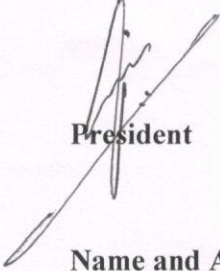

President



Secretary



Treasurer

Page | 9

Sl. No.	Position	Name & Address	Mobile No.	Designation	Signature
9	Members	Mr. Joseph Deleesh T D Thottankara House Aroor P. O. Cherthala Alappuzha - 688534	9995250002	Director Aqualeo Dive Center Pvt. Ltd, F1205 GF JLN International Stadium, Kaloor	
10		Mr. Nikhil Norbert Nediyodi(H) Ochanthuruth P. O. Valappu Ernakulam 682508	8891667727	Research Scholar Research & PG Department of Commerce Bharat Mata College Thrikkakara	
11		Mr. Sunil Xavier Velikettumthara House Ezhupunna South Eramalloor P. O. Alappuzha- 688537	9447208098	Research Officer State Planning Board District Planning Office, Kakkanad, Ernakulam	
12		Mr. Antony Rexon 11/953 D, Thottungal, Jubily Nagar, Veli, Fortkochi, Kochi - 682001	9972866656	Director UpSmart Solutions (India) Pvt. Ltd. Ernakulam	


President


Secretary


Treasurer

Name and Address of Witness

Designation

Signature

1. Dr. Tharanath R.
Vadakkathu Valappil House
Ayamkalam Post,
Malappuram - 679 573
2. Dr. Sivaraj K. S.
Kanneth House, Ettekkar
Edathala North, Choondy,
Aluva - 683 561
3. Ms. Margaret Manju V. A.
Kattiparambil House,
Mundamveli P. O.
Kochi - 682 507

Assistant Professor

Assistant Professor

Computer Assistant



