



# A. J. Institute of Engineering and Technology Mangaluru



Approved by AICTE New Delhi, Affiliated to VTU Belagavi & Recognised by Govt. of Karnataka  
(A unit of Laxmi Memorial Education Trust (R))  
ACCREDITED BY NBA (BE : CV, CSE, ECE, ISE & ME)

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## CONSTITUTION AND BYE LAWS OF THE ALUMNI ASSOCIATION OF

### A J INSTITUTE OF ENGINEERING AND TECHNOLOGY

KOTTARA CHOWKI, MANGALORE-575006.

**NAME:** The name of the Association is A J INSTITUTE OF ENGINEERING AND TECHNOLOGY ALUMNI ASSOCIATION (AJIETAA)

**LOCATION:** The Association shall be situated at the premises of AJIET Kottara Chowki Mangalore-575006.

**OBJECTIVES:** The objectives of the Association are as follows:

- (i) To bring into union of all ex-student's of AJIET Mangalore.
- (ii) To perpetuate their interest and connection with their 'Alma Mater'.
- (iii) To conduct technical talk, workshop and programs in various disciplines.
- (iv) To facilitate study materials for deserving and under privileged students.
- (v) To establish awards, scholarship for the purpose of developing talents in students.
- (vi) To receive donations, grants etc. from well-wishers and organization.
- (vii) To promote any other object of general interest and usefulness connected with college.
- (viii) To provide support, mentorship, and resources to current students, such as scholarships, internships, and career guidance.

**PATRON:** The patron-in-Chief of the Association shall be The Principal of the AJIET, Kottara Chowki, Mangalore-575006.

### MEMBERSHIPSHIP:

- a) Membership shall be open to all former students of AJIET, Kottara Chowki, Mangalore-575006.
- b) All present members of the staff of the college shall be Honorary members of the Association and shall enjoy all the rights of Ordinary members.
- c) The Life membership fee of the Association will be a sum of Rs. 500/- (Rupees five hundred only).

Principal  
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## FINANCIAL YEAR

The financial year shall commence on the first day of April every year and close on the 31<sup>st</sup> day of March of the succeeding year.

## MANAGEMENT

- a. The team of the Association shall be managed by a Governing Body called the Executive Committee.
- b. It shall consist of 7 members. Of the 7 members, 5 shall be elected members and 2 shall be the current Principal and faculty (Alumni Coordinator) of the college. The principal and the Alumni Coordinator shall be chairman and Vice-chairman of the Association respectively.
- c. All the members of the Executive Committee except the Chairman and the Vice-Chairman shall be elected each year at the Annual General Meeting of the Association and shall hold office till the next Annual General Meeting.
- d. An additional of 10 members shall be elected by the General Body
- e. The General Body at its Annual General meeting shall elect a President, Vice-President, Secretary, Joint Secretary, Treasurer and Ten Executive Committee Members.
- f. In the event of the Annual General Meeting not being called within six months from the end of the financial year, the executive committee that stand dissolved. In such an event the Chairman and the Vice-Chairman shall constitute the Executive Committee within a period of ninety days there from.
- g. The members shall have a right to convene a General meeting by sending a notice in writing to the President fifteen days in advance of the scheduled meeting date. However, this meeting shall be convened on the requisition of at least 50 members.
- h. In the event of the registration, bankruptcy, disqualification or death of a member of the Executive Committee, the Committee is empowered to appoint replacement from among the members of the Association and to appoint ad-hoc and sub-committees, as and when necessary. But in all such sub-committees, the Secretary and president shall be ex-officio members.
- i. The executive committee shall meet at least once in three months. By default, a meeting can be called on a requisition by at least 4 members of the executive committee. Absence of a member from 3 consecutive meetings without justifiable cause notified to the Secretary shall disqualify him from the membership of the Executive Committee.
- j. All the post of the Executive Committee and any other committee shall be honorary.

### **POWERS OF THE EXECUTIVE COMMITTEE:**

- a) The Executive Committee shall be empowered to do acts and things in their discretion on behalf of the Association and as directed by the General body.
- b) In matters of finance, however, the Executive Committee shall consult the President/Secretary/Joint-Secretary/Treasurer and Chairman or Vice-Chairman before taking a decision.
- c) All properties of the Association shall stand in the name of The Principal of AJIET, Kottara Chowki, Mangalore. The Bank account, however shall stand in the name of the Association to be operated jointly by chairman and President of the association.

### **GENERAL MEETINGS:**

- a) The Annual General Meeting of the Association shall be held every year within six months from the end of the Financial Year i.e. 31<sup>st</sup> March of the calendar year. The Annual General Meeting shall interlay transact the following business:
  - (i) To present and adopt the annual report.
  - (ii) To present and adopt the audited accounts.
  - (iii) Appointment of Auditors.
  - (iv) Election of the Executive Committee.
- b) An extra-ordinary or special general meeting of the Association may be held at the discretion of the Executive Committee, or on the requisition in writing of not less than fifty members of the Association.
- c) Notice of every General Meeting shall be issued by the Secretary not less than twenty-one days before the date appointed thereof, to every member of the Association.

### **SECRETARY:**

- (i) Tenue: The term of the Secretary shall be one year and he/she shall be eligible for re-election for one more year. No member shall hold the office of the secretary for more than ten consecutive years.
- (ii) The Secretary shall carry out the directions of the executive Committee and generally maintain communications with the past students of the College. Maintain correspondence, and records and collect subscriptions on behalf of the Association. He shall present at each Annual General Meeting n annual report of the activities of the Association for that financial year.

Principal  
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**TREASURER:**

- i. Tenure: The term of the Treasurer shall be two year and he/she shall be eligible for re-election for one more year. No member shall hold the office of the secretary for more than ten consecutive years.
- ii. The Treasurer shall receive all subscriptions and acknowledge receipt thereof through the Secretary. He shall maintain the accounts of the Association separate from any other account.

The treasurer shall present at the time of the annual general meeting audited statement of accounts of all the money received and expended by the association drawn up to the 31<sup>st</sup> of March of the year, along with a Balance sheet.

**EXECUTIVE COMMITTEE MEMBERS:**

- i. Tenue: The term of a member of the executive committee shall be two year and he shall be eligible for re-election for the next four years. No executive committee member may hold office for more than five consecutive years.

**ALTERATION:**

The Constitution and bye-laws enshrined herein or deleted shall not be altered in any manner whatsoever expect at the General Meeting of the Association, wherein a resolution to that effect has been passed by not less than TWO THIRDS OF THE MEMBERS PRESENT AND VOTING. The Executive committee shall have the rights to regulate their own work.

  
**PRINCIPAL**

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