

Ruia College Alumni Association- Constitution

1. **Name:**

The name of the association shall be '**Ruia College Alumni Association**' (**RCAA**) and its office shall be located at the premises of **Ramnarain Ruia College, Matunga, Mumbai - 400019.**

2. **Objectives :**

- a) to enable past Ruiates (the Alumni) to retain their links with their Alma Mater and to revive old association with their college mates and teachers .
- b) to promote personal and friendly relations with the Alumni and the Alma Mater, through special social and cultural programs.
- c) to organize fund raising programs to help the college create the necessary infrastructure or assist in other activities .
- d) to institute scholarships and grants for deserving students of the College for excellence in academics and other fields of activity.
- e) to provide monetary assistance to deserving and needy students, subject to approval by the Managing Committee of the Association. The entire amount of the Membership fees together with the proceeds of any fund collection done from time to time shall be added to the corpus and any aid in the form of Scholarship, Fellowship shall be given only from the interest accrued.
- f) to promote the activities of Ruia College to the outside world and project it's image as a premier institution in various fields of activity.
- g) to exchange ideas, spread knowledge and bring the benefit of experience of such outstanding and accomplished alumni to the students and staff of the college.
- h) to organize functions to felicitate outstanding alumni, from time to time , in recognition of their contribution to their field of activity in particular and to society in general.
- i) to foster fellowship and provide a forum to bring together the Alumni, it's past and present faculty members (on a common platform) by organizing activities and programs.

- j) to carry out all such activities that will benefit the Alma Mater from time to time, maintain relationship between the Alumni and the Alma Mater and contribute to the growth of the institution in every field of activity, all this within the frame work of the Constitution adopted by the Alumni Association.
- k) i. To encourage, promote, support, provide, spread Education in Science, Humanities and related topics.
ii. To provide assistance, financial or otherwise, to institutes and establishments which impart education or training or carry out research or development in Science, Humanities and related topics.
iii. To organise, sponsor, support or promote lectures, seminars, workshops, competitions, training, institutional courses and similar functions in respect of topics and personalities in the field of Science and Humanities.
iv. To institute awards, scholarships, fellowships and assistantships for students - undergraduates and postgraduates, as well as teachers and to provide opportunities to them.
v. To carry out the above and any other similar activities jointly with other a associations, organizations and / or similar bodies.
vi. To buy, build, lease or rent properties and premises for the use of the Association to fulfill its objectives.
vii. To receive monies, materials, assets and properties to carry out any or all of the above activities.
3. The RCAA shall be governed by this Constitution and such bye-laws and Rules in harmony therewith as may be adopted from time to time.
4. The RCAA shall be run as a non- profit organization in conformity with the relevant laws in India.
5. The RCAA shall be free to receive donations in cash and or in kind.
6. **Financial Year:**
The Financial Year of the Association shall be from **April 1st to March 31st**.

7. **Membership, dues and donations:**

- i) Membership of the Association shall be restricted to:-
 - a. Any past student of Ramnarain Ruia College or Ramnivas Ruia Junior College, who has kept terms with either of the Colleges, for not less than one year and whose name does not figure in the current rolls of the college;
 - b. Any past or present member of the teaching staff of either Ramnarain Ruia College or Ramnivas Ruia Junior College;
- ii) The rights and privileges of a member shall not be transferable.
- iii) There shall be the following classes of members:-

Life Membership:

Rs.1000/- only for students, who pass out of the Junior College or Degree College after completing at least one academic year to be paid within one year of leaving the college.

Rs.2000/- Restricted to a past student of either of the colleges or a member of the teaching staff of either of the colleges.

Patron Membership:

Rs.25000/- Open to any well wisher or donor.

iv) **Membership Procedure:**

Any one desirous of seeking membership to the RCAA may apply to the Hon. Secretary on the prescribed form. The Managing Committee of the RCAA has the absolute right to accept or reject membership of any individual without assigning any reasons whatsoever.

The Managing Committee shall have the power to prescribe the procedure and make regulations for the admission of new members and may in their absolute discretion admit or reject an applicant for membership. They shall not be bound to give reasons for such rejections.

An Applicant, if rejected may not apply for membership of the Association till after six months from the date on which his/her rejection was notified to him. Any further application shall however, be proposed and seconded by two members of the Association.

8. **Payments of subscription:**
All Life Members and Patrons subscription and all donations, gifts and bequests, unless donated for a specific purpose, shall be invested in such approved securities as the Managing Committee may deem fit.
9. **Membership of the Association shall terminate:**
a) When the Managing Committee resolves that a member is guilty of conduct detrimental to the status and interests of the Association and that such a member shall cease to be a member, such resolution being passed by a two-third majority of those present during the managing committee meeting.
b) On the demise of a Member.
10. No member of the Association shall enter into any dealings on behalf of the Association, unless he has been previously authorised by the Managing Committee.
11. **Managing Committee:**
Term of the Managing Committee shall be for 2 years.

The Management of the Association shall be vested in the Managing Committee consisting of not more than twenty elected members. The Managing Committee, in addition, may co-opt a maximum of 5 members

- (a) The Principal of Ruia College and the Vice Principal/In-charge of the Jr. College shall be ex-officio members of the Managing Committee.
- (b) The immediate past president of the RCAA shall be an ex-officio member of the Managing Committee.
- (c) The Committee Members shall be elected at the Special General Body Meeting called for the purpose.
12. (i) The Managing Committee shall elect from among their members the following office-bearers:
(a) President
(b) Sr. Vice President
(c) Vice President
(d) Hon. Secretary
(e) Jt. Hon. Secretary
(f) Hon. Treasurer
- (ii) Either the Hon. Secretary or the Jt. Hon. Secretary shall preferably be a member of the teaching staff of the College.

13. If a member of the Association wishes to be a member of the Managing Committee, his name shall be proposed and seconded by two other Members at the General Body Meeting called for the purpose. If the Member so proposed is absent during the said meeting, his consent in writing shall be procured.
14. Any casual vacancy occurring in the Managing Committee may be filled by the Managing Committee from time to time by co-option.
15. The Managing Committee may appoint from time to time from among its members such sub-committee or partly from among its members and partly from among the members of the Association such special committees as may be required and shall prescribe the terms of reference for powers and privileges of such sub-committees or special committees.
16. **Bank Account, Investments etc.:**
 - a) Any two persons (and not less than two) being (i) the Hon. Treasurer and the President or (ii) Hon. Treasurer and the Secretary, shall jointly operate the Association's Bank Account.
 - b) All accounts in Banks or any other Institutions shall be held in the name of the Association as prescribed in Article (1) above.
17. **Managing Committee Meetings:**

The Managing Committee shall meet as often as may be necessary but not less than four times a year to transact the business of the Association. The President shall preside at such meetings. In his absence, the Sr. Vice President shall preside and in the absence of both, the Vice President shall preside. If none of them is present, the members present at the meeting shall elect one of themselves to preside.
18. Any elected or co-opted member of the Committee absenting himself / herself from three consecutive Managing Committee Meetings shall be deemed to have vacated his / her office.
19. One third of the Members shall form a QUORUM for the Managing Committee Meetings. If there is no quorum, the meeting may be held by those present at the same place to a time fifteen minutes later on the same day and the business on the agenda may thereafter be transacted even if there is no quorum at such adjourned meeting.

20. At least ten days clear notice shall be given for a meeting of the Managing Committee. The Hon. Secretary shall convene a meeting in consultation with the President of the Association.
21. **Annual General Body Meeting:**
- The Annual General Body meeting of the Association shall be held every year not later than fifteen months after the holding of the previous Annual General Meeting to transact the following business:-
- a. to consider the Annual Report and Audited Statement of accounts:
 - b. to elect the Members of the Managing Committee every two years.
 - c. to appoint Auditor or Auditors and to fix their remuneration, if any.
 - d. To consider any other matter on the Agenda.
22. A notice convening the Annual General Meeting shall be sent with the agenda by the Hon. Secretary to each member at least 14 days before the date of the meeting.
23. The President shall preside at such meetings. In his absence, the Sr. Vice President shall preside and in the absence of both, the Vice President shall preside. If none of them is present, the members present shall elect one of themselves to preside.
24. The quorum shall be 25. In the event of there being no quorum at the time and place appointed for the General Meeting the same may be held by those present to be adjourned at the same place to a time thirty minutes later on the same day. At such an adjourned meeting, the business on the agenda may thereafter be transacted even if there is no quorum.
25. **Procedure at General Body Meeting:**
- Members of the Association not indebted to it in any manner may request the Honorary Secretary to call a special General Body Meeting by a requisition in writing, stating the objects for which they desire the meeting be called and there upon the Hon. Secretary shall proceed to do so, after consultation with the Managing Committee. In the event of the Hon. Secretary failing to convene such a meeting within 60 days of the receipt of the requisition, the requisitionists may themselves convene a special General Body Meeting on due notice with the consent of the President.

26. Notwithstanding anything contained in Article 22, the Managing Committee shall be entitled to call a special General Meeting for the carrying out of the purpose of these Articles. The notice, quorum and all procedural aspects relating to such General Meeting shall be the same as those provided in these Articles in respect of Annual General Body Meeting.
27. **Amendments to the Constitution:**
Amendments to the Constitution of the Association as formulated in these Articles may be made from time to time by the General Body assembled in an Annual or Special General Body Meeting provided always that at least two-thirds of the members present and entitled to vote at the meeting shall vote for such amendment. Such proposed amendment and proposed resolution shall be communicated to the General Body and circulated along with the agenda.
28. Article 24 above shall be applicable mutatis mutandis for holding such a special General Body Meeting for consideration of any proposal of amendment. At such a meeting the QUORUM shall be 30 and any proposal of amendment shall be circulated along with the notice convening the meeting for the purpose.
29. **Dissolution Of The Association:**
- a) A proposal for the dissolution of the Association shall be considered at a Special General Body Meeting called exclusively for the purpose and shall be determined by not less than a three-fourth majority of the members present and entitled to vote.
 - b) The Quorum for such meeting shall be one third of the number of effective members on the register of the Members and Articles 27 shall not be applicable. Such resolution shall be passed by a simple majority.
 - c) The proposal, if carried by such a majority shall be required to be confirmed by a like majority and a like quorum at a subsequent special General Body Meeting called exclusively for the purpose of confirmation to be held not earlier than sixty days from the date of the previous meeting.
 - d) Articles 24 & 26 above shall be complied with Mutatis- Mutandis.
30. In the event of dissolution, the funds and assets of the Association shall not be utilised for any purpose other than those in conformity with the Aims and Objects of the Association.