

Constitution (Rules and Regulations) Amended as on dated 17/12/2017

- i) Constitution means memorandum (Rules and Regulations) of the association submitted for registration of the society.
- ii) Association means, Superannuated senior college and University Teachers' Association, including Principals of the college and also includes categories of teachers as defined in Maharashtra University Act 1994, under Section 2 (34)
- iii) Members means, Members of the Association.
- iv) General body means, the General Body of the Association.
- v) Committee means, Executive Committee of the Association.
- vi) President means, The President of the Association.
- vii) Vice- President means, The Vice- President of the Association.
- viii) Secretary means, Secretary of the Association.
- ix) Joint Secretary means, The Joint Secretary of the Association.
- x) Treasurer means the Treasurer of the Association.

- a) General Body
- b) Central Executive Committee (C.E.C.)
- c) Regional Executive Committees

*) The notice shall be deemed to have been received by the members, in case the notice





- is sent by S.M.S Ten clear days in advance of the meeting.
- d. 1/3rd of the members shall constitute the quorum of the meeting. In the event of not having the quorum, the meeting shall be adjourned for 15 minutes. The adjourned meeting will be held at the same place and on the same date. The adjourned meeting will not be required meeting to have the quorum.
- On written requisition of at least 1/10th members of the Association, the President shall direct the Secretary to call a Special General Meeting of the Association.
- The General Body shall approve the appointment of auditor as recommended by the C.E.C.
- The annual report, annual budget, an audit report shall be uploaded on the website of the association
- The president or in his absense the Vice-President or in the absense of both of these, any member nominated by the Central Executive Committee in this behalf shall preside over the General Body Meeting or any other meeting
- i All the decisions of the General Meeting except the elections of the members of the Central Executive Committee, shall be by simple majority The President of the meeting shall have an additional casting vote in case of equal division of votes.
- 5) Central Executive Committee (C.E.C)**
- a. The C.E.C shall consist of minimum and maximum thirteen members including the president, Vice President, Secretary, Joint Secretary and Treasurer.
- b. The term of the Central Executive Committee shall be five years from its resuming the charge after election and shall continue till the next Central Executive Committee constituted and installed.
- c. i) Out of thirteen members of C.E.C. five members shall be elected by General Body from amongst the members who after superannuation permanently reside in Aurangabad. Such members shall have to submit authentic proof about the permanent residence in Aurangabad.
- ii) Other Eight members shall be elected from amongst the members of regional units by General Body. Provided that such regional unit shall have enrollment of membership not less than one hundred on the date of the declaration of elections.
- iii) The members of the Central Executive Committee shall be elected before the completion of the terms of Central Executive Committee as per the election programme. Such Programme shall be drawn by the Central Executive Committee as per election rules in annexure hereto. The newly elected Central Executive committee shall deemed to have been installed and constituted respectively immediately after the terms of the proceeding Central Executive Committee.
- e. The newly elected C.E.C. shall elect the office bearers. Namely President, Vice-President, Secretary, Joint-Secretary and Treasurer by simple majority. However, President, Secretary and Treasurer shall be the permanent resident of the city where the central office is located.
- f. The Central Executive Committee shall hold not less than two meeting in a year. An advance notice of seven clear days by short message service shall be necessary for such meetings. The Central Executive Committee may hold emergency meeting whenever it is necessary and desirable to do so.
- g. 1/3rd of the total members of the C.E.C. shall form the quorum. Meeting shall be adjourned for 15 minutes for want of quorum. The adjourned meeting will be held at the same place and on the same date. Quorum will not be necessary for adjourned meeting. The Secretary shall send the invitations for the meeting.
- h. C.E.C. shall be responsible to implement the policies and program of the association.
- i. C.E.C. shall prescribe proforma for membership of the Association. It shall consider the application for membership and may accept or reject the application without assigning

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reasons.

- j The rules and regulations of the association shall be prepared by the C.E.C. from time to time if so required.

6) Powers and Functions of Central Executive Committee.

- i To fix the date of the General meeting of the Association once in a year and special general meeting whenever it is necessary and desirables to do so.
ii To pass and submit annual report and audited statements of accounts of the association to the Annual General Meeting.

To prepare the annual budget and submit the same to annual general meeting of the association for its approval.

To draw and declare election programme as per election rules given in the annexure hereto election of the members of Central Executive Committee and to appoint election officer for execution of the programme.

To nominate office bearers and other members of the Regional Executive Committee for each regional unit.

- vi All properties and funds of the association shall vest with the Central Executive Committee

- vii The Central Executive Committee shall have the right to sue or to be sued on behalf of the association in respect of the properties and funds of the association.

- viii The Central Executive Committee may nominate if necessary maximum three members as invitees on the central executive committee from amongst the member of Regional units (from which no member is elected on (C.E.C.) such nominated members shall not have right to vote in the meeting of the Central Executive Committee.

- ix The President and secretary shall sign all documents to be executed by the Association

- x The members of the Central Executive Committee shall be responsible jointly and severally to all decisions of Central Executive Committee having financial, legal implication, obligations and responsibilities.

- xi The members of the Central Executive Committee shall maintain highest degree of confidentiality and secrecy about any matter of whatsoever nature about any decision of Central Executive Committee.

- xii **Vacancy in the Office**

If the office of the President / Vice-President / Secretary/ Joint Secretary/ Treasurer falls vacant by reason of death, resignation or any other reason during the term of the Central Executive Committee the same shall be filled in within a period of three months from the date on which the vacancy occurred by electing from amongst the elected members of Central Executive Committee. The newly elected office bearer shall hold the office for the remaining period of the term.

- xiii A vacancy of the elected member of the Central Executive Committee caused by reason of death, resignation or any other reason during the term of the Central Executive Committee shall be filled in by the Central Executive Committee by nomination from amongst the members of the regional unit, in which the vacancy has occurred, provided the number of vacancies at a time is not more than two, However if such number is more than two at a time, then such vacancies shall be filled by election in the next annual general meeting from amongst the members of the regional unit in which the vacancies have occurred. Such elected / nominated members shall have rights of the elected members. The term of such elected / nominated members shall be for the remaining period of the term.

- xiv **Cancellation of Membership**

- a The Executive Committee may, by a majority of 2/3rd members of the Association may present in the meeting may cancel membership of a member, who is indulging in activities derogatory to the aims and objects of the Association. Before cancellation of membership due enquiry will be carried out by the Association.

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- b Death of member.
- c If the member Tender his / her resignation.
- xv To frame, alter, ammend and modify the constitution of the association from time to time and to recommend the same for approval of the general body.

7) Office bearers of the Association

- a. President, ii) Vice-President iii) Secretary iv) Joint-Secretary v) Treasurer
- b. The election of the office bearers. The Central Executive Committee shall elect from amongst elected members of the Central Executive Committee one member as President, one member as Vice-President, one member as Secretary, one member as joint Secretary and one member as Treasurer.
- c. However President, Secretary and Treasurer shall be the permanent residents of the city where the Central Office is located i.e. (Aurangabad city)
- d. The term of the office-bearers shall be co-terminus with the term of the Central Executive Committee.
- e. All posts of office bearers of the Association shall be honorary posts.
- f. The President or in his absense Vice-President shall preside over the meeting of the general body and Central Executive Committee.
- f. In the absense of President and Vice-President, one member from amongst the members of Central Executive Committee decided by the Central Executive Committee shall preside over the meeting.

8) Powers and functions of the office bearers

i) The President :-

- a The president shall be elected by the Executive Committee
- b His/Her tennure shall be five years and co-terminus with Executive Committee.
- c He/she shall preside over the meetings of the G.B. and C.E.C.
- d He shall Control and monitor the activities and affairs of the Association in consultation with the C.E.C.
- e If there are reasonable grounds for the President to believe that, there is an emergency which requires immediate action to be taken, he may take such action as he may think necessary and shall at the earliest opportunity report to the C.E.C.
- f If, in case of equal division of votes, the President shall have a casting vote in addition to his / her vote as a member.
- g He / she shall exercise such other powers and perform such other functions as may be necessary for the better administration and in the interest of the association.

(ii) The Vice-President :-

- a) The vice president shall be elected by the Executive Committee for a period of five years.
- b) He/She shall preside over the meetings of the Executive Committee, General body in absence of the President
- c) In the absense of President, the Vice-President shall discharge all the duties functions of the President.

(iii) The Secretary :-

- a The Secretary shall be elected by the Executive Committee and co-terminus with Executive Committee for a period of five years.

- b The Secretary shall coordinate the activities of the Association

- c i) He / she shall be responsible to keep and maintain the corrspondence and record, minutes of all the meetings the Association and shall keep informed about the same to the

President.

- ii) He / she shall convene the meetings of the general body under the direction of the C.E.C.
- d iii) He / she shall convene the meeting of C.E.C in consultation with the president

He / She shall send representations, arrange for appointments with various Authorities, prepare annual reports of the Association and place it before the General Body in consultation With President and Jt. Secretary.

- f He shall oversee and monitor the activities and affairs of the Association under direction of the President and Central Executive Committee and shall execute the resolutions passed by Central Executive Committee.

iv) The Joint Secretary :-

- a. The Jt. Secretary shall be elected by the Executive Committee and co-terminus with Executive committee for a period of five years.

- b He/She shall help the Secretary in carrying out activities of the Association

- c In the absense of Secretary, the Joint Secretary shall discharge all the functions and duties of the Secretary

v) The Treasurer :-

- a) The Treasurer shall be elected by the Executive Committee and co- terminus with Executive Committee for a period of five years.

- b) i)He / she shall supervise and monitor the funds and accounts of the association.
ii) The Treasurer shall maintain the accounts in proper books of accounts each year.
iii) Bills of accounts shall be passed by the president /Secretary
iv) All the accounts shall be approved by the C.E.C. and then it is to be audited each year regularly and in time.
v) He / she shall prepare and present annual budget, statements of accounts and audit report as approved by C.E.C. and then keep it for the approval of G.B.

✓ 9) Regional Executive Committees

- a. There shall be university area-wise regional units for the smooth management and administration of the Association .
- b. Each regional unit shall have Executive Committee consisting of minimum nine and maximum eleven members including President, Vice-President, Secretary, Joint-Secretary and Treasurer to be nominated by the Central Executive in consultation with the office bearers of the preceding executive committee of the regional unit. The President, Secretary and Treasurer shall be permanent resident in the City where regional office is located.
- c. The Regional Executive Committee shall work under the guidance of Central Executive Committee and execute all the policies and decisions of the Central Executive Committee.
- d. The Regional Executive Committee and the office bearers of the regional unit shall discharge all functions and enjoy all power in the respective unit.
- e. The term of the Regional Executive Committee shall be co-terminus with the terms of the Central Executive Committee.

10) Funds and properties of the Association

- i. All funds and properties of the association shall belong to the Association collectively and

- no individual member shall have any proprietary right over them.
- ii. Funds and properties of the Association shall include
 - a All immovable properties.
 - b Membership fee, fighting funds from members.
 - c All kinds donations from individual and institutions.
 - d Interest on investment / fixed deposits. / civil bank etc etc
 - e Miscellaneous receipts or any other income to the association.
 - f Membership fees received shall be deposited as Corpus fund and shall be invested in fix deposit in banks. Interest received of Corpus fund shall be used for the activities of the association.
 - g All Funds of the Association shall be controlled by Central Executive Committee and shall be deposited in the bank/s approved by Central Executive Committee
 - h. All the properties movable or immovable shall be supervised, controlled and maintained by Central Executive Committee.
 - iii Audit :- the Chartered Accountant shall be appointed by the C.E.C. shall audit accounts of the Association at the end of every year and submit the report thereon to the C.E.C.

11) Election

The election of the members of Central Executive Committee shall be by secret ballot as per the election rules annexed hereto.

12) Amendments

- a Any amendment to the constitution shall be initiated by the Central Executive Committee.
- b Any all such amendment or amendments shall be placed before the G.B. in annual general meeting or any a special general meeting for approval G.B. Meeting shall have the power to approve reject such alterations / amendments by 2/3 of the members present at the meeting and subsequently confirmed by the 2/3 members present at the second meeting.

G.B. Notice period shall be 10 days as per G.B. notice specified in clause 4 (c) above. The text of the proposed amendments shall be uploaded on the website of the association and members are informed along with notice of G.B. meeting.

13 Dissolution :

The Association may be dissolved on the recommendation of the Central Executive Committee for approval by not less than 3/4th of the total number of members of the Association, present in the meeting of the General Body, specially convened for the purpose after giving a notice of minimum 15 days.

- 14 All the signatories of this memorandum of Association will be deemed to be the members of the Executive Committee as duly constituted Executive Committee, till the new Executive Committee is constituted as per the provision of the Association.

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04/11/19



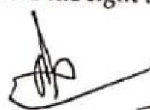
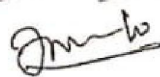
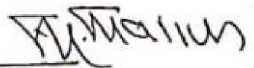
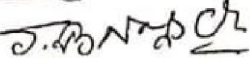
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4/11/19

Superintendent
Public Trusts Registration Office
Aurangabad Region, Aurangabad

ANNEXURE

Election Rules :

- 1) The Central Executive committee shall appoint a person as An election Officer for the execution of the election programme who shall not have any interest in the contest of election.
- 2) The election officer is authorized to appoint one or two persons for the smooth conduct of election. If the persons who are members of the association to the appointed by the election officer for the conduct of election, who shall not have the candidates for contesting election.
- 3) The Election Programme shall consist of the following :
 - a) Day, Date and Time of declaration of election programme.
 - b) Day, Date and Time of filling nominations.
 - c) Day, Date and Time of scrutiny of nomination and declaration of list of valid candidates.
 - d) Day, Date and Time of withdrawal and declaration of final list of candidates.
 - e) Day, Date and Time of Place of Polling.
 - f) Day, Date and Time of counting and declaration of results.
- 4) Election Officer shall declare the total election programme as drawn by the Central Executive Committee. It shall be the power and duty of Election Officer to execute smoothly the election programme drawn by the Central Executive Committee.
- 5) Voters list means the list of the members of the General Body of the Association as declared by the Central Executive Committee for purpose of Election. The voters list shall include names of the persons who have become members at least three months prior to the date of Election. Election programme shall be declared after declaration of the final list of the members for the purpose of the election.
- 6) Nomination Form means a nomination paper prescribed and approved by the Central Executive Committee bearing the seal of the Association and supplied by the Election Officer for a non-refundable fee Rs. 100/- or to the fee decided by Central Executive Committee from time to time.
- 7) Contesting candidate shall submit no dues certificate from the respective unit or C.E.C. along with nomination form.
- 8) Scrutiny of the nomination papers shall be done by Election Officer. The candidate may remain present at the time of scrutiny if he/she so desires.
- 9) The nominee shall be at liberty to withdraw his or her nomination paper in person in writing within the period specified in the election programme. In the panel system individual nominee shall not be at liberty to withdraw his/her nomination paper. However, all the nominees of the panel shall be at liberty to withdraw their nomination papers jointly.
- 10) After the date and time of withdrawal of nomination papers is over, a list of valid candidates shall be notified by Election Officer on the notice board at the Venue of election.
- 11) Voting shall be by secret ballot if so required.
- 12) There shall be symbol system for the purpose of election.
- 13) Election Officer shall allot different symbol to the candidates. The decision of the Election Officer shall be final.
- 14) There shall be panel system for the purpose of election however the individual member shall have the right to contest the election with, Symbol.



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