

**CONSTITUTION
OF
THE COLLEGE OF ENGINEERING CHENGANNUR ALUMNI ASSOCIATION
CHENGANNUR - 689121**

1. The name of the Association shall be “The College of Engineering Chengannur Alumni Association” or

“CEC Alumni Association”

2. The object of the Association shall be:

- a) To maintain the contacts of the alumni with the alma-mater and among themselves.
- b) To foster the relationship between the past and the present students of the Institution.
- c) To keep the old students informed of the growth and development of the Institution.
- d) To give an opportunity to the old students of the Institution to take part in the responsible task of building up and maintaining the traditions of the Institution.
- e) To serve as a forum striving to get a proper blending of the theoretical and practical aspects of Engineering.
- f) To institute prizes, scholarships, book banks etc. for the students of the College.
- g) To help the students passing out of the College in securing employment consistent with their qualifications.
- h) To take care of the welfare of (ordinary) members and their family.

RULES AND REGULATIONS

1. MEMBERSHIP

All the past students of the College are members of the Association. While joining the association a life time membership fee as decided at the last Annual General Body Meeting is collected.

2. There shall be three classes of members.

a) PATRONS

The Principal of the College and a senior lecturer elected by the alumni governing body shall be Patrons of the Association. The General Body may invite other outstanding personalities to be Patrons of the Association.

b) ORDINARY MEMBERS

All those past students shall be ordinary members. A life time membership fee is collected while joining the association.

c) HONORARY MEMBERS

All members of the present teaching staff of the College shall be Honorary Members of the Association.

3. Patrons and Honorary Members shall enjoy all the privileges of the Association except that of voting at the Annual General Body Meeting.

4. During any year the Association shall consist of all the Patrons, Ordinary members and Honorary members

5. The affairs of the Association shall be managed by an **Executive Committee** consisting of a Chairman, a President, Two Vice-Presidents, One Secretary, One Treasurer, One Student Representative and four other members. The Executive Committee shall have the power to constitute Sub-Committees to further the activities of the Association.

6. a) The Principal shall be the Ex-Officio Chairman of the Association.

b) The President shall be elected from amongst the past students at the Annual General Body Meeting.

c) Two Vice-Presidents shall be elected from amongst the past students, at the Annual General Body meeting. One among them should be from the most recently passed out batch of the college.

d) The Secretary shall be elected from amongst the past students at the Annual General Body Meeting. The Secretary may preferably be not a member of the present teaching staff of the college. The Secretary may preferably be working/ residing in Kerala.

e) The Treasurer shall be elected by other members of Executive Committee from the present staff of the college during the Annual General Body Meeting of the Association.

f) The Student Representative shall be same as the Chairman of present College-Students Union.

g) The other four members of the executive committee are elected from the parts students at the Annual General Body Meeting. Two among the four members of the Executive Committee may preferably be ladies.

7. All the office-bearers of the Association shall be elected once a year at the Annual General Body Meeting (AGM) of the Association. The AGM shall be held on a date and at a venue decided by the Present Executive Committee. The Executive Committee will announce the date and venue atleast three months before the AGM. Interim vacancies in the Executive Committee may be filled by the Executive Committee.

8. The Executive Committee shall have power to incur from the General Funds of the Association all expenditure necessary for carrying out the objectives of the Association. All expenses must have written (email/letter) concurrence from The Chairman, The President, Two Vice Presidents and The Secretary.

9. The Executive Committee will have a Sub Committee consisting of The Secretary, The Vice President from the recently passed out batch, Students Representative, Treasurer and one of the members. The Sub Committee shall have the power to incur from the General Funds of the Association, an amount upto Rs 10,000 / - within a span of six months.

10. In addition to the Annual General Meeting of the Association prescribed in Rule 7, extra-ordinary General Meetings may be called on the written requisition of the Secretary. The secretary shall keep the minutes of the meetings. The Secretary will be responsible for all communications/ correspondences with the members/ others on behalf of the Association.

11. The funds of the Association shall be invested in such bank or in such authorized securities as the Executive Committee may decide and shall be operated jointly by the Treasurer and the Chairman of the Association.

12. There shall be an Annual Audit of the accounts of the Association by an External Auditor (Chartered Accountant) appointed by the Executive Committee. No member of the Executive Committee shall be appointed as an auditor.

13. The Executive Committee shall have power to frame bye-laws which are not inconsistent with these rules. All bye-laws framed by the Executive Committee shall be placed before the General Body for approval at the next Annual General Meeting.

14. The official year of the Association shall be from the day a new Executive Committee assumes charge till the charge is handed over at the next Annual General Body Meeting of the succeeding year.

15. At the Annual General Meeting prescribed in Rule 7, the Secretary shall present a report on the working of the Association during the year and the Treasurer shall present the financial and audited reports of the year.

16. The Charge is to be handed to the new executive committee on the day of Annual General Body Meeting.