

SIES COLLEGE PAST STUDENTS' ASSOCIATION (Regd.)

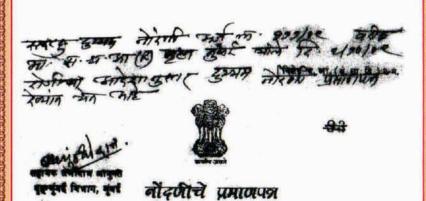
[Registered under the Societies Act, 1860-BOM-422 / 77 Registered under the Bombay Public Trust Act, 1950-F-4644 (Bombay)]

Registered under Section 12AA of the Income Tax Act, 1961

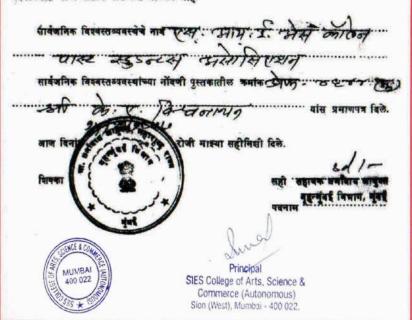
C/o. SIES College of Arts, Science & Commerce, Sion (West), Mumbai 400 022.



MEMORANDUM OF ASSOCIATION



याद्वारे प्रमाणपत्र देण्यात येते की, खाली वर्णन केलेली सार्वजनिक विश्वस्तव्यवस्था ही आज, मृंबई सार्वजनिक विश्वस्तव्यवस्था अधिनियम, १९५० (सन १९५० चा मृंबई अधिनियम क्रमांक २९) या अन्वये क्रिट्र क्रिक्ट क्रिक्ट क्रिक्ट क्रिक्ट क्रिक्ट येथील सार्वजनिक विश्वस्तव्यवस्था नींदणी कार्यालयात बोग्य रीतीने नोंदण्यात बालेली बाहे.



SIES College Past Students' Association

Managing Committee 2022-23 to 2026-27

Dr. Uma Shankar - Chairperson and Principal

Mr. K.A. Viswanathan - President

Ms. Supriya Rao - Vice-President

Dr. Kamala Srinivas - Secretary

Dr. Subi Yoosuf - Jt. Secretary

Mr. L.Raghavendra Rao - Treasurer

Mr. M. Ramamoorthy

Mr. Shashikant Vora

Dr. Lakshmi Muthukumar

Ms. Amita Acharekar

Mr. Prajith Nambiar

Ms. Adiba Kazi

Ms. Renita D'costa

Ms. Carol Braggs

Mr. Ghanshyam Nichani

Ms. Afifa Siddiqui



SIES College Past Students' Association

C/o SIES College of Arts, Science and Commerce SION (WEST), MUMBAI -400022

MEMORANDUM OF ASSOCIATION

The name of the Association shall be SIES College Past Students' Association

ADDRESS of the Registered Office: The registered office of the Association shall be situated at the premises of the SIES College of Arts, Science and Commerce Sion (West), Mumbai -400022

AIMS and OBJECTIVES of the Association are:

- a. To bring together all the past students of the college on a common platform.
- b. To foster cooperation and understanding amongst all past students.
- c. To arrange for lectures by eminent persons both from India and abroad for the benefit of students of colleges and also for Citizens of Mumbai.
- d. To arrange for Social, cultural and educational activities for the benefit of the students and general public.
- e. To conduct or participate in any Social Service projects in association with other colleges, NGOs and Government bodies, as part of the Institutional Social Responsibility either in Mumbai or outside Mumbai and conduct medical camps and other welfare activities for the Citizens and under-privileged people.
- f. To help Visually Challenged Students in their academic and extra-curricular activities and provide them with necessary equipments for their studies.

- g. To assist NSS and other students to maintain cleanliness in the nearby areas in Mumbai and outside Mumbai as part of the Prime Minister's Swatchh Bharat Abhiyan.
- h. To join with Colleges and government bodies in uplifting under privileged people to lead life with dignity.
- i. To arrange seminars both at State and National level for the benefit of students, educationists and citizens.
- j. To help the colleges in conducting educational and social welfare activities as may be decided from time to time with the help of NSS and NCC students and staff.
- k. To arrange Scientific, Technical, Research programmes for the benefit of students from colleges and other institutions in the State.
- 1. To encourage, promote and reward studies and researches.
- m. To give Scholarships, Financial assistance, prizes and grants to deserving students.
- n. To collect text books and reference books and establish a book bank from which the poor, needy and deserving students may be given assistance.
- To take in general all other steps as may be incidental or conducive to the attainment of the aims and objectives of the Association, such as Relief Fund for natural calamities.
- p. To acquire, accept, take loans, hold land, building or other structures for association.
- q. For undertaking and smooth functioning of the above mentioned educational, social and community activities, acceptance of philanthropic funds.



RULES AND REGULATIONS

1. Membership:

Eligibility:

Any person who has been a student of this college at least for one academic year shall be eligible to be a member of the Association. Post graduate students are also eligible for the membership of the Association provided they have studied at least one year in the college in the College prior to their joining the post-graduate class

- 2. The Association shall have the following classes of members:
 - i) Patron
 - ii) Life member
 - iii) Ordinary member
 - iv) Honorary member

Patron: Any eligible person who desired to contribute for the promotion of the aim and objectives of the Association can be admitted as a patron member upon he/she donating a sum of INR.5000.00 to the Association.

Life Member: Any eligible person who can become a member of the Association is eligible to become a LIFE member provided the person agrees to abide by the Rules and Regulations as maybe in force from time to time and pays INR.350.00 (INR Three hundred Fifty only) at the time of enrolment.

Ordinary Member: All the eligible persons shall become ordinary member by paying INR.50.00 (INR fifty only) per year provided they agree to abide by the Rules and Regulations of the Association from time to time.

Honorary Member: Any person distinguished in the Educational, Cultural and Social fields may be admitted.

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Honorary member of the Association. As Honorary member shall not be required to pay any subscription but at his/her discretion may donate any sum of money.

3. Admission of Member:

- a) Any past student who desires to be a Member of the Association in any of the above mentioned class as shall apply to the Association in writing in the prescribed form of application for membership along with the requisite membership subscription fee.
- b) Application for the membership shall be considered by the Managing Committee at its first meet thereafter. The admission to membership shall when approved by the Managing Committee, take effect from the date of the application and will be intimated to the member.
- c) The Managing Committee may at its discretion accept or reject any application for membership without assigning any reason thereof and its decision is final.
- d) No member shall claim for refund of any subscription or part thereof paid in advance.
- e) The Association shall keep in one or more books provided for the purpose, a Register of Members and enter therein the names and addresses of members, date of admission and class of membership. The Register shall be maintained up to date in all respects.

4. Termination of Ordinary Membership:

Termination of Ordinary Membership of the Association will occur on any of the following conditions:

- i) a) Voluntary resignation of the membership.
 - b) Death of the member concerned
 - c) Removal of a member by the Managing Committee

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- ii) Any member maybe removed from the active roles of the Association by the Managing Committee, if the Committee is satisfied that on the basis of evidence collected by them, a member has worked against the aims and objectives of the Association and flouted the Rules and Regulations thereof, including but not limited to non-payment of subscription in time.
- iii) The Managing Committee may suspend a member for any length of time if the member is found indulging in activities prejudicial to interests of the Association. A member as suspended shall have no right to vote at the meeting of the Managing Committee or General Body. The Managing Committee may expel such a member from the Association with the approval of the General Body and such member shall have the right to address the members of the General Body against his expulsion.
- iv) It shall be the member's responsibility to ensure that his/her subscription is regularly paid and the Association will not be bound to intimate any member of any arrears of subscription.

5. Funds:

The Funds of the Association shall be by donations, contributions for the augmentation of the finances of the Association to achieve its aims and objectives.

6. Operation of Funds:

- a. The funds of the Association shall be deposited in a Scheduled Bank selected by the Managing Committee.
- The bank account of the Association shall be operated by any two of the office bearers jointly.
- c. The Managing Committee may delegate to one of the members of the Committee such financial powers

as the deem fit for the day to day operation of the Association.

- d. Surplus fund of the Association after meeting all the requirements shall be put in fixed deposit in of the nationalized Bank and/or shall be invested in securities authorized by the Indian Trust Act and under the Bombay Public Trust Act.
- e. All the investments in securities shall be made out and stand and vest to the name of the Association, to be operated by the persons mentioned in clause (b) above.
- f. The income and the property of the Association shall be applied towards the objects of the Association said forth above.

7. Managing Committee:

- a. There shall be a Managing Committee to administer the affairs of the Association and the control of its finance.
- b. The Managing Committee shall consist of not less than9 members and not more than15 members.
- c. The Principal and the Vice-Principal of the College shall be the ex-officio Chairman and vice- Chairman of the Association respectively.
- d. The 15 member elected Managing Committee shall consist of:

President One post

Vice-President One post

Hon. Secretary One post

Jt. Hon Secretary One post

Treasurer One post

and 10 members.



- e. The members of the Managing Committee shall hold the office for a period of five years and are eligible for re-election at the end of the five years.
- f. The President, Vice-President, Hon Secretary, Joint Hon Secretary and Hon Treasurer shall be appointed at the first meeting from amongst the elected members.
- g. The Managing Committee shall meet at least once in a month.
- h. In the event of the President's post being vacant, the Vice-President shall take charge in place of the President until a new President is elected before the next annual General Meeting.
- i. Any vacancy arising in the post of office bearer other than the President shall be filled by the Managing Committee from amongst themselves.
- j. Any member of the Managing Committee who is unable to attend the Committee meeting duly convened, shall intimate his/her inability to the Hon. Secretary.
- k. In the event of a post of the member of the Managing Committee falling vacant either due to death or resignation the Managing Committee shall be empowered to fill up the vacancy from amongst the members of the Association for the remaining term of office.

8. Voting procedure at the General Body:

- a. A member shall be entitled to vote at a General Body meeting only if he/she had been a member for not less than thirty days preceding the date of such a meeting and had paid his/her subscription upto date.
- b. Voting at all General Body meetings shall be by a battor by the members present there.

















































c. Each member shall have one vote for each seat contested.

9. Elections to the Managing Committee:

- a. Notice for the elections to the Managing Committee shall be sent at least 14 days in advance to all the ordinary and life members.
- b. Nominations shall be filed not later than 7 days prior to the date of elections.
- c. The candidate for the elections shall be proposed by one eligible member and seconded by another member other than the candidate himself/herself.
- d. The consent of the proposed candidate shall be endorsed on the nomination form.
- e. No Managing Council member of the Association shall have any Financial / business relations with the College or with any of the teaching or non-teaching staff members of the college. The President of the association can suspend such member from the managing committee if found the member involved as above.

10. Duties of the Managing Committee:

a. President :-

President of the Society, shall preside over the meeting and regulate all the meeting of the Managing Committee. The President shall in additional to his rights of voting as a member has a casting vote in case of tie. The President shall have the power to call, if necessary special meetings of the Managing Committee or the General Body.

b. Vice- President:-

If at any meeting, the President is not present, the

MUMBAI 400 022 Vice-President shall preside over the meeting. If the Vice-President is also not present, any other member present may be elected to preside over the meeting.

c. Hon. Secretary:-

The Hon. Secretary shall take minutes of the meetings, keep register of members, records of the activities and proceedings of the Managing Committee meetings/ General Body meeting. He shall carry out any special duties as directed by the Managing Committee.

d. Jt. Hon. Secretary:-

If at any meeting, the Hon. Secretary is not present, the Jt. Hon. Secretary shall look after the affairs of the Association.

e. Hon. Treasurer:-

The Hon. Treasurer shall keep all sums of money of the Association which may from time to time be paid into the Association and duly bank them as directed by the Managing Committee. The Treasurer shall keep account of the expenses and present annual statement of accounts of the Association for approval at the General Body meeting.

f. Managing Committee Members:-

She/He shall attend all the Committee Meeting and shall actively participate in deliberation as agenda. She/He shall assist, advice, suggests, guide and cooperate with other members of the Committee for proper discharge of their duties jointly and severally. She/He shall be bound to offer any service to the betterment and uplift of the Association.

11. Accounting year:

The Accounting year of the Association shall begin of April and end on 31st March of the succeeding year.

12. Quorum:

- a) For any Managing Committee meeting, at least FIVE members shall form the quorum where the number of members in the Managing Committee is NINE and at least SEVEN where the number of Managing Committee members is FIFTEEN.
- b) Quorum for the General Body meeting shall be 20 per cent of the total number of members, both ordinary and life, on the live register. If there is no quorum present within 30 minutes of the notified time, the meeting shall stand adjourned and the adjourned meeting shall be held at the same place on the same day after half an hour to transact the business of the Agenda.

13. General Body Meeting:

- a) The annual General meeting of the Association shall be held every year not later than 30th September. Other General Body meetings may be held as decided by the Managing Committee from time to time. Notice of such meetings shall be sent to all the members 14 days prior to the date of the meeting by email or post or personal delivery.
- b) The following businesses shall be transacted at the annual General meeting:
 - 1) To consider and approve annual accounts and reports of the Managing Committee.
 - 2) To consider and approve the audited statement of accounts for the year.
 - 3) To declare results of the election of office bearers of the association for the ensuing year.
 - 4) To appoint auditors and fix their remuneration.

- 5) To transact any other business for which not less than 7 days clear notice in writing has to be given by the member concerned to the Hon. Secretary.
- 6) To transact any other business with the permission of the Chair.

14. Special General Body Meeting

Amendments to the Constitution shall be made as per section 12 or 12A of the Societies Registration Act, 1860 and only at the special General Body meeting called after fourteen days notice of such a meeting. Notice of such meetings shall be sent to all the members by email or post or personal delivery At least two-thirds of the members present and voting should support the amendment. Such special General Body meetings shall be called by the Managing Committee, either on its own initiative or on receipt of such a requisition signed by at least one-fourth of the number of members on the live register. At any special General Body meeting, no other business or matter can or shall be discussed or resolutions passed save and except the business or matters for which the meeting is convened.

15. The Association is an autonomous body, functioning independently of the South Indian Education Society. The Association is a non-political organization and as such does not express any opinion on political problems anywhere. It does not hold itself responsible for, nor associate itself with, any political opinion held or expressed by any individual or group of individuals within it.

16. Auditors:

The accounts of the Association shall be audited by a qualified auditor appointed by the General Body and who shall not be a member of the Managing Committee.

17. Winding Up:

In the event of the winding up of the affairs of the

Association a special General Body meeting shall be held for the purpose and the Association shall be dissolved provided not less than three-fourth of the members present at the meeting and not less than 75% of the members on the rolls of the Association express their wishes for such dissolution by secret ballot. Thereupon the Association shall be dissolved forthwith or at the time then agreed upon and necessary steps shall be taken by the Managing Committee for the disposal and settlement of the property of the Association, its claims and liabilities according to the provisions of the Societies Registration Act 1860.



SIES College Past Students' Association's Contribution to the College

: Major activities undertaken :

- 1. Donated Rs.75,000/- as initial contribution to set-up the Microbiology Laboratory.
- 2. Contributed around Rs. 3 lakhs to set-up a library for Visually Challenged students and also for renovation of the new library for Visually challenged students in the name of Sanjuben Girdarlal Vora.
- 3. Set up Solar Panels at the SIES adopted Kawthewadi village in Raigad district to provide uninterrupted power to the classrooms, temple, Community centre, toilet blocks and other areas, with the help of Larsen & Toubro. It is the only village in the country that runs with solar power.
- 4. Arranged funds of more than Rs. 4 lakes to send provisions and other consumer items to Kerala for flood affected citizens with the help of Indian Express and Excel Industries.
- Conducting regular Eye check up, Blood donation camps for college staff, and also for public jointly with NCC and NSS. Arranging Seminars and lectures and also setting up endowments.
- 6. Donated fans and LED lights to college for class rooms and Office.
- 7. Donated Sanitary napkin vending machines and incinerators for students and staff toilets. Also helped SIES Commerce and Economics college to install the machines in students and staff toilets.

- 8. Donated two Sanitary napkin vending machines and incinerators to Indian Army in Colaba for their hospital.
- 9. Donated two hi-tech computers and one printer to Prajnya vision centre for the Visually Challenged students and installed fans in college canteen.
- On the occasion of 150 years of Mahatma Gandhi, conducted an inter-collegiate seminar and exhibition on "Bha Bhapu Bagh"
- 11. Conducting Yoga Day jointly with Philosophy department, NCC and NSS students. Paying tuition fees for visually challenged and other needy students.
- 12. Felicitating superannuated teaching staff.

13. Conducted Career Fair for the benefit of students.

Principal
SIES College of Arts, Science &
Commerce (Autonomous)

Sion (West), Mumbai - 400 022.

Notes



