

**CONSTITUTION**  
  
**OF**  
  
ALUMNI ASSOCIATION,  
GHG KHALSA COLLEGE OF EDUCATION,  
GURUSAR SADHAR, LUDHIANA

**ARRANGEMENT OF ARTICLES**

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# **RULES AND REGULATIONS**

## **ARTICLE 1**

### **DEFINITIONS**

In this Constitution, unless the context otherwise requires – “GHG Khalsa College of Education” means GHG Khalsa College of Education, Gurusar Sadhar, Ludhiana , Permanently affiliated with Panjab University, Chandigarh.

“Alumni” means -

- (a) All Pass students of GHG Khalsa College of Education, Gurusar Sadhar;
- (b) all persons that have studied at GHG Khalsa College of Education, Gurusar Sadhar, Ludhiana for a minimum of one semester or one term;
- (c) All persons that have taught at GHG Khalsa College of Education, Gurusar Sadhar, Ludhiana for a minimum of one year and
- (d) Recipients of honorary degrees from GHG Khalsa College of Education, Gurusar Sadhar, Ludhiana.

## **ARTICLE 5**

### **MEMBERSHIP**

- 1. Persons who have been students of the college in B.Ed. / M.Ed. Course.
- 2. Subscription for membership is Rs. 100 payable in one.
- 3. Executive members will pay Rs. 100 annually.

## **ARTICLE 6**

### **OFFICE BEARER**

The Association shall have following office bearers: –

- 1. Patron, President, Vice-President, General Secretary, NRI Secretary, Working Secretary and General Secretary.
- 2. Principal of the college will be the patron of the association.
- 3. President, Vice-President, General Secretary, NRI Secretary, Working Secretary and General Secretary will be elected by the executive. Executive shall be elected by General body.

4. Working Secretary will be from teaching faculty of the college and he/she must be member of the association. He/ She will be elected by executive committee.
5. Executive of the association shall consist of members (excluding governors) including office bearer. Executive shall be elected by general body. The term of executive/ office bearer shall be 3 years.

## **ARTICLE 7**

### **SECRETARIAT OF THE ASSOCIATION**

- (1) The Secretariat of the Association shall be based at GHG Khalsa College of Education, Guruser Sadhar, campus and the postal address shall be Alumni Association, GHG Khalsa College of Education, Guruser Sadhar, Ludhiana.
- (2) The Office Administrator shall manage the Secretariat and new positions be created as deemed necessary by the Executive Committee.
- (3) The duties of the Office Administrator shall be –
  - (a) To coordinate the day to day affairs of the Secretariat;
  - (b) To work in close collaboration with members of the Executive Committee and Alumni Chapter Committees in the execution of their specific tasks; and
  - (c) To perform such other duties as the Executive Committee may deem necessary to be performed by the Office Administrator.

## **ARTICLE 8**

### **DUTIES AND FUNCTIONS OF OFFICE BEARER**

**PATRON-** Patron shall preside over the meetings. He will be the custodian of the property of the association. He/ she will operate accounts of the association along with president and working secretary. Account operation needs signature of any two out of Patron, President and working secretary.

**GOVERNERS:** Governors shall be nominated by the executive approved by general body. They are the active part of the executive.

**PRESIDENT:** President shall operate the accounts of association along with Patron and working secretary. President shall preside over the function arranged by association.

**VICE PRESIDENT:** he shall perform duties and functions of the president in his absence/ disability. He shall perform in such other duties and functions as may be entrusted to him by the president or Executive. In case the president ceases to work Vice President will take over the office of the President for the remaining term.

**GENERAL SECRETARY AND WORKING SECRETARY:** General Secretary will represent the association in all legal proceedings and sign all legal documents on behalf of the association. General Secretary and Working Secretary will arrange meetings of the general body and executive of the association on direction of the Patron / President. Working Secretary will record the minutes of the meeting, maintain register of membership and other registers of the association.

**NRI SECRETARY:** NRI Secretary shall coordinate with NRI alumni and with main body of association.

## **ARTICLE 9**

### **MEETINGS**

GENERAL BODY MEETING  
EXECUTIVE MEETING  
VOTING AND DECISIONS

## **ARTICLE 10**

### **AMENDMENTS**

- (1) Subscribing members proposing amendments to this Constitution shall inform the Secretary of the Executive Committee six months prior to the next General Assembly.
- (2) The Secretary of the Executive Committee shall table the proposed amendment during the Executive Committee meeting.
- (3) Amendments shall be tabled during the General Assembly and a two thirds majority vote shall be required to pass an amendment to the Constitution during the General Assembly.

Certified to be a true copy

**President**

**General Secretary**

**Cashier**

# **MEMORANDUM OF ASSOCIATION**

## **ARTICLE 2**

### **NAME & ADDRESS**

**Name:** ALUMNI ASSOCIATION, GHG KHALSA COLLEGE OF EDUCATION, GURUSAR SADHAR, (LDH.)

**Address:** GHG KHALSA COLLEGE OF EDUCATION, GURUSAR SADHAR, TEHSIL RAIKOT, DISTRICT LUDHIANA

**Area of Operation:** District of Ludhiana

The Association's mission, goals and objectives shall be to support the development of GHG Khalsa College of Education, Gurusar Sadhar, thereby indirectly contributing to the development of the Society.

## **ARTICLE 3**

### **GOALS AND OBJECTIVES OF THE ASSOCIATION**

(1) The goals of the Association shall be -

- (a) To contribute towards the improvement of GHG Khalsa College of Education, Gurusar Sadhar;
- (b) To raise financial and material resources for efficient and effective teaching and learning as well as the general well-being of students and staff at College; and
- (c) To maintain active alumni interactions and enhance the image of College through self-enrichment, career development and role modeling in the wider society.

(2) The objectives of the Association shall be -

- (a) To enhance and maintain links among members of the alumni;
- (b) To Further and foster the spirit of affection and brotherhood among the members;
- (c) To nurture and enhance the interests of the college in general.
- (d) To collect the donation and mobiles funds for the projects and schemes in the college approved by the association.
- (e) To arrange educational, social, cultural and sports functions.
- (f) To assist needy students by contributing to their academic requirements such as book allowances and financial contribution.

- (g) To conduct seminars/ workshops on current issues of education in general and teacher education in particular.
- (h) To arrange lectures of educationist of repute.
- (i) To encourage and recognize excellence among members.
- (j) To provide support to College Library by donating and/or assisting the library access documentary resources;
- (k) To provide incentives such as rewards and prizes to the best student researchers and best alumni models with proven record of significant contribution to society;
- (l) To devise ways and means of raising funds for the Association;
- (m) To encourage alumni to develop their respective careers through use of college resources and support from staff;
- (n) To create and support projects deemed necessary at College; and
- (o) To enhance the image and promote College as a premiere local, regional and international institution of excellence in Education and research.

## **ARTICLE 4**

### **POWERS AND FUNCTIONS OF THE ASSOCIATION**

In pursuance of its aims and objectives and for the better and proper performance of its functions under this Constitution, the Association shall have powers to -

- (a) engage in any activity or undertaking for the purpose of mobilizing or generating financial and other material resources to be applied exclusively to the fulfillment of the aims and objectives of the Association as set out in this Constitution;
- (b) solicit donations, gifts and other forms of material aid acceptable to the Association for the purpose of meeting the financial requirements and other needs of the Association in furtherance of its aims and objectives;
- (c) exercise any other power, perform any other function or do any other activity that may lawfully be so exercised, performed or done by the Association for carrying out, or giving effect to, the purpose for which the Association is established; and
- (d) make rules prescribing –
  - (i) the rates and modes of payment by individual or institutional members which shall apply from time to time in respect of membership fees, subscription fees, and other contributions/donations towards the funds of the Association;
  - (ii) the circumstances in which and the conditions upon which membership of the Association may or shall be suspended or terminated; and
  - (iii) such other conditions relating to membership as may be necessary or desirable to ensure the integrity, independence, honor and dignity of the Association as well as efficacy in its operations.