

**GOVERNMENT J. THANKIMA COLLEGE
ALUMNI ASSOCIATION**

**CONSTITUTION
(Estd: 2006)**

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**Article I
Definition**

Logo	:	means Logo of Alumni Association.
Seal	:	means Seal of the President, General Secretary, Finance Secretary.
Association	:	means “Government J. Thankima College Alumni Association” with its abbreviation as GJTCAA.
College	:	means the “Government J. Thankima College”
Establishment:	:	means GJTCAA year of establishment – 01. 04. 2006.
Member	:	means a member of the Association, who has been a bona fide student of the Govt. J. Thankima College
Alumni	:	All ex-students who have passed a minimum of three-years degree course from Govt. J. Thankima College.
Constitution	:	means Constitution of Government J. Thankima College Alumni Association.
Office	:	means the office of the Association shall be located within the campus of the Govt. J. Thankima College, Central Campus, Bawngkawn Brigade, Aizawl, Mizoram – 796014.
General Assembly	:	means the assembly of members of GJTCAA
Executive Committee (EC)	:	means an executive body of sixteenth (16) elected members and four (4) ex-officio members of the Association

Article II

Mission and Objectives

Mission: to maintain an active alumni association.

Motto: the motto of the Association shall be “serve in harmony”.

Objectives:

- 1) to promote network and meets of the alumni members.
- 2) to establishment various awards/prizes for the promotion of students.
- 3) to organize various programmes for the upliftment of the students and society at large.
- 4) to generate funds for various activities of the Association and development of College.

Article III

Membership

- 1) the former student of the College who has successfully completed the degree course shall be considered for membership of Association by payment of membership fee.
- 2) the principal membership of the Association shall be as the “Life Member”.
- 3) the students of the College may be offered an opportunity to get enrolled with the Association before completion of their study.
- 4) the Membership fee of the Association shall be Rs. 100/- which residing in India. In case of misdeed, the Executive Committee shall have the right to disqualify any member without prior notice.

Article IV

Executive Committee

- 1) the Executive Committee (EC) shall be constituted through the process of election by the members of the Association. The election process is detailed in Article VIII. The Executive Committee shall consist of thirteen members:
 - a. President
 - b. Vice-Presidents (Sr)
 - c. Vice President (Jr)
 - d. General Secretary
 - e. Joint Secretary
 - f. Finance Secretary
 - g. Executive Members (ten)
 - h. Ex-officio member: Principal & Three Senior Teacher

Article V

Power & Functions

- 1) **The Executive Committee shall**
 - a. engage into meeting the objectives of the Association and manage its overall activities.
 - b. organize the General Assembly of the Association once in a year.
 - c. constitute sub-committee(s) for specific purposes.
 - d. introduce Annual activity and financial report before the General Assembly for approval.
 - e. authorize General Secretary for expenditure.
 - f. constitute the Election Committee before expiry of the tenure of current Executive Committee.
 - g. appoint an Auditor to audit the annual accounts of the Association.

2) The President shall

- a. supervise and coordinate the activities of the Association.
- b. officially represent the Association.
- c. designate a representative from the Executive Committee.
- d. chair the meetings of the Executive Committee and the General Assembly.
- e. authorize use of funds of the Association as per budget approved by the General Assembly.

3) The Vice President(s) shall

- a. supervise and coordinate the activities of the Association in the absence of the President.
- b. exercise the powers and perform the duties of President in the absence of the latter.

4) The General Secretary shall

- a. perform all administrative duties of the Association.
- b. maintain the seal of the Association and of the General Secretary.
- c. operate Bank Account of the Association jointly with the Finance Secretary.
- d. have the authority to incur expenditure as sanctioned.
- e. be the custodian of records, registers and property of the Association.
- f. convene meetings of the Association and circulate the Minutes of the meetings.
- g. prepare the Annual Report of the Association.
- h. be the Public Relations Official of the Association.

5) The Joint Secretary shall

- a. assist the General Secretary in activities of the Association.
- b. act in place of the General Secretary during the absence of the latter.

6) The Finance Secretary shall

- a. be the custodian of all accounts and financial records.
- b. supervise and arrange transaction of money and fund received in respect of the Association in the account of the Association and issue receipts thereof.
- c. ensure that accounts of the Association are audited by the Auditor appointed by the Executive Committee.
- b. prepare the financial reports of the Association and shall submit the same to the Executive Committee.

7) Executive Members (10 in number) shall

- a. cooperate and actively work together along with the office bearers in all the activities of the Association.

Article VI
Terms of the Executive Committee

- 1) all members of the Executive Committee shall be elected by the members of the Association in the General Assembly.
- 2) the term of Executive Committee shall be two years.
- 3) the Executive Committee shall function to its full term.

Article VII

Election for the Executive Committee

- 1) the Executive Committee shall constitute the process of election on or before the expiry of the tenure of the Executive Committee.
- 2) the Election Committee consisting of five members shall be constituted by the current Executive Committee.
- 3) the Executive Committee shall provide lists of updated members of the Association with voting rights to the Election Committee.
- 4) the election shall be held for sixteenth members of the Executive Committee as defined in Article IV of the Constitution.
- 5) the nomination of the candidate may be proposed by Executive Committee of the Association.
- 6) the Election Process shall be decided by the Election Committee which shall be convey to all the Association members.
- 7) the newly elected members of the Executive Committee shall be officially declared by the Election Committee.
- 8) the newly elected Executive Committee shall take over the charge of the office within 20 days after the declaration of the election result.

Article VIII

Meetings

- 1) the General Assembly shall meet at least once in a year.
- 2) the President may call a special meeting with any urgent matter.
- 3) intimation of any meeting shall be served by the General Secretary to all members of the Executive Committee/General Assembly.
- 4) the quorum for the meeting of the Executive Committee shall be not less than eight members for adopting any resolution.
- 5) the quorum for the meeting of the General Assembly shall be at least one-third of the total membership of the Association.
- 6) the resolutions of all meetings of the Association shall be preserved in the form of minutes after confirmation by the President and the Secretary.

Article IX

Sub-Committees

- 1) the Executive Committee shall have the authority to constitute a sub-committee for a particular purpose. The members of any sub-committee shall be appointed by the Executive Committee from among the members of the Association.
- 2) the Executive Committee shall define the functions and number of members to be appointed for a particular sub-committee.
- 3) the Sub-Committee shall submit its report to the Executive Committee within a stipulated time.

Article X Finances

- 1) all money received and tendered shall be in the name of the Association. All payments shall be made through cheque/demand draft/electronic transfer etc.
- 2) the membership fee, grants and donations shall be received by the Association, and receipts for the same shall be issued by the Finance Secretary.
- 3) the bank account of the Association shall be jointly operated by the General Secretary and the Finance Secretary. The Cheque books of accounts shall be in the custody of the Finance Secretary.
- 4) the account of the Association shall be nationalized bank situated at Aizawl City where all funds of the Association shall be deposited and withdrawal shall be made through Cheques duly signed by the authorized signatories as mentioned above.
- 5) the accounts of the Association shall be audited by an Audit Officer after the completion of the tenure of one term. The audit officer shall be appointed by the Executive Committee who shall be a qualified and registered Chartered Accountant. The Audit Report of the accounts shall be placed before the next General Assembly for due approval.
- 6) the academic calendar shall be 1st July to 30th June (for a term).

Article XI Amendment(s) to the Constitution

- 1) the amendment to the Constitution shall be carried out only after due consideration by the Executive Committee.
- 2) the Constitution shall be amended by a 2/3rd majority of the members present at the General Assembly.
- 3) the amendments obtaining the approval of a 2/3rd majority of the members present and voting at the General Assembly, the proposed amendment shall be considered effective.

Article XII Miscellaneous

If the Association have any legal dispute, the President of the Association shall represent Govt. J. Thankima College Alumni Association (GJTCAA).

Article XIII Dissolution of the Association

The Association may be dissolved in the event of its necessity being consented upon in writing by at least 2/3rd majority of the members of the General Assembly. In such a case, all assets of the Association shall be transferred to Govt. J. Thankima College.
