

ALUMNI ASSOCIATION

- THE PREAMBLE

The UCE KSM Alumni Association is established with the sole motto to inculcate fellowship and fraternity among the alumni and through that process assist the members of the alumni and the ***mother institution*** to achieve academic and professional excellence. It shall strive to be an umbilical chord between the alumni of the University College Of Engineering (Kakatiya University), Kothagudem forever.

The Aims and objectives of the Association:-

- To develop social contacts among the Alumni of the Engineering branches of the UCE (KU), Kothagudem.
- To establish and encourage healthy Academic, Research, Social and Cultural atmosphere among the members of the alumni and through that process serve the community in its Academic pursuit.
- To bring together all talents of the alumni to help holistic development of the college in KU, and support it in furtherance of its academic and professional aims, objectives and activities.
- To render possible voluntary services to the needy members of the society in general and the members of the Alumni in particular.
- To encourage the study and research in engineering and also to provide media for publication of the same.
- To cooperate with similar learned Societies and Associations in organizing, taking part in meetings, symposia, research projects etc and bring name to UCE, KU both in the national and international spheres.
- To secure and administer funds, grants and endowments for the furtherance of study and research
- To do and execute all such acts and deeds which shall assist and promote the aims and objectives of the Association as stated in the preamble.
- To work for the advancement of engineering branches through exchanges, workshops, seminar, meetings, publications etc. and to suitably honour the renowned persons and the members of the faculty of the Dept, who have rendered yeomen services and *contribution to the growth of the mother institution.*

UCE KSM ALUMNI ASSOCIATION

1.0 PREAMBLE

The association under the name University College of Engineering - KSM Alumni Association is established with the sole motto of inculcating fellowship and fraternity among the alumni and through this process, assist the members of the alumni and the mother institution to achieve academic and professional excellence. It shall strive to be an umbilical chord between the alumni and Students.

2.0 MEMORANDUM OF THE ASSOCIATION

The name of the Association shall be The UCE KSM Alumni Association. The head quarters of the association shall be Kothagudem and it will be at University College of Engineering, KU Kothagudem – 507 118.

The Aims and objectives of the Association are: -

- To develop social contacts among the Alumni of all the branches of UCE (KU).
- To establish and encourage healthy Academic, Research, Social and Cultural atmosphere among the members of the alumni and through that process serve the community in its Academic pursuit.
- To bring together all talents of the alumni to help over-all development of the college and support it in furtherance of its academic and professional aims, objectives and activities.
- To render possible voluntary services to the needy members of the society in general and the members in particular.
- To encourage the study and research in all the basic engineering and also to provide media for publication of the same.
- To cooperate with similar learned Societies and Association in organizing, meetings, symposia, research projects etc and to represent UCE (KU), if required, both in the national and international spheres.
- To secure and administer funds, grants and endowments for the furtherance of study and research in Mining, Electrical, Software, electronics and IT Sectors.
- To do and execute all such acts and deeds which shall assist and promote the aims and objectives of the Association as stated in the preamble.
- To work for the advancement of Engineering Knowledge through exchanges, workshops, seminar, meetings, publications etc.,

ARTICLES OF THE ASSOCIATION RULES AND BYE-LAWS OF MEMBERSHIP

3.0 ELIGIBILITY:

Only those who have obtained any degree and studied at UCE (KU) (previously KSM) as a subject viz., B Tech (Mining, CSE, EEE, ECE & IT), M Tech (Mining), MBA and MCA irrespective of nationality are eligible to be Members.

4.0 MEMBERS:

All persons who have obtained their degrees in UCE (KU)/ KSM under the jurisdiction of Kakatiya University and Previously from Osmania University are eligible to be members of the Association. The individuals desirous of joining the association have to submit their application form in the required proforma and pay membership fee-onetime payment of Rs.500/- (\$ 50/- for foreign members) furnishing full details and the member so admitted is eligible for voting and other privileges.

5.0 FELLOWS:

The members of good standing who have put in a minimum of ten years of Professional experience either in Research / Training / Teaching / any other related positions are eligible to become fellows of the association. The Executive Committee shall every year consider the names of members who are suitable in their opinion based on academic or professional excellence for being elected as the Fellows. They have all the rights as the members of association. They are considered as senior members of the association for all practical purposes. The Executive Committee can elect a maximum of 5 members as Fellows of the association annually. The President of the association announces the names of the Fellows, elected by the Executive Committee, in the Annual General Body meeting and only after such announcement the names of such members are entered in the Register of Fellows and their acceptance is obtained and they then become full fledged Fellows of the association.

6.0 STUDENT MEMBERS:

Those who are studying B Tech in UCE (KU) can become Student member of association by paying Rs. 50/- as registration fee only and no membership fee for them. They can associate themselves with Organizational matters of the association and will not have voting rights till their degree is obtained and become members of Association on payment of membership fee as stipulated under clause (4) above.

7.0 HONORARY FELLOWS:

Any person of outstanding / distinguished record or work may be "Suo motto" recommended by the executive committee and be elected as Honorary Fellow of the association. This category of membership is opened to outstanding scholars/teachers/practioners in the field of engineering or contributed to the field representing any other University / industry / organization other than Kakatiya and Osmania University. The membership is only by invitation of the Association. They need not pay any fee. The number of Honorary Fellows elected in any year shall not be more than two. Honorary Fellows will enjoy all facilities and rights as members except voting rights. For nomination of Honorary Fellows one should have obtained their PhD Degree in Engineering. The Honorary fellowship should always be conferred on the person, on receiving his written acceptance at the General Body meeting of the association. The President of the association presents them at the Annual General Body meeting and confers the "Honorary Fellowship" on them.

8.0 ADVISOR:

The advisory committee shall be constituted with the three members from any of the Members/Fellows of the association. Of the three members two members of the committee shall be nominated by the AGBM (Annual General Body Meeting) and the third member will be Principal or his nominee from staff of UCE (KU). Senior member of the committee will act as convener.

9.0 FEE AND FIXED DEPOSITS:

The membership fees collected towards the association is put in the savings A/c of the association in any nationalized bank. Withdrawals will be made based on the necessities and spent for the association, in any manner, under the approval of the Executive Committee.

10.0 MEETINGS OF THE ASSOCIATION:

The meetings of the association for taking any decisions regarding organizational matters of the association are as follows:

- (i). Annual General Body meeting (AGBM) and Extra Ordinary General Body meeting (EOGBM).
- (ii). Executive Committee meeting (EC).

10(a) ANNUAL GENERAL BODY MEETING (AGBM):

It is the supreme body of the Association "AGBM" meeting shall be held once in a year, preferably, on 18th Dec. It will review the activities of the current year. It will elect the Executive Committee and its office bearers once in two years. The audited statement of accounts and the annual budget proposals of the association will be approved by the AGBM. The AGBM/EOGBM may be convened by the Secretary with the consent of the President of the Association or in consultation with him.

1/10 or 50 members, whichever is less of the association may also jointly send requisition in writing to the president / Secretary to convene a meeting of the AGBM for considering any specific business concerning the Association. However, in the case of requisitioned meeting, if there is no quorum, the meeting shall stand cancelled and the requisition deemed lapsed. The quorum for the requisitioned meeting shall be 1/10 or 50 members of the General Body on rolls. The EOGBM in its special meeting called for, for the purpose shall be competent to consider amendments to the Constitution/byelaws and its Regulations, provided notice for such has been given at least 21 days in advance so as to enable the Secretary to circulate them to all members. No amendment or alteration to the Constitution/byelaws and its regulations shall be made unless it is so voted by 2/3rd of the members present at a second special meeting, called for, for the purpose within a period of three months. The quorum for the AGBM shall be 1/5 or 75 members whichever is lower of the total number of members. The President/General Secretary will obtain consent from its members / fellows through postal system and/ or through e.mail for such amendments to the constitution / by laws, in case it is not carried out in EOGBM for want of quorum and will effect changes in amendments after its approval in the AGBM held subsequently.

Matters relating to the articles of the constitution, membership fees, dues, number of the office bearers of the Executive Committee, budget for the ensuring year, appointment of an auditor to audit the accounts of the association for a two year period, coordination for

various purposes and such important things as needed are decided by AGBM/EOGBM by simple majority except in case of constitutional amendment which essentially need 2/3rds majority, of the members present which shall not be less than 1/5 or 75, which ever is lower, of the total number of members of the association in any case as per the registered members at that time. Any resolution, except amendments/byelaws and its regulations, may be adopted by circulation by post and or e.-mail among all its members of AGBM and any resolution so circulated and approved by a majority of the members who have signified their approval or disapproval on such resolutions shall be effective and binding as if such resolution had been passed at a meeting of AGM. The manner of voting in any AGBM shall be by voice vote, show of hands, division or secret ballot, as may be decided by the President of the meeting.

10.(b) EXECUTIVE COMMITTEE MEETINGS:

The Executive Committee is answerable to the General Body of the Association. **The executive committee shall have 18 members elected, of which 10 Office bearers and 8 members as detailed below by the AGBM once in two years.** However, immediate past president of Alumni Association and Principal of UCE, KU will be ex-officio members. 4 members will be co-opted to the EC through the EC after its election for two years from among the member of the association.

(I) Executive Committee will be elected once in every two years by the AGBM. It will consist of a total of eight office bearers and two ex-officio members.

1. Honorary President	-	1
2. President	-	1
3. Vice President	-	1
4. Gen Secretary	-	1
5. Joint Secretary	-	3
6. Treasurer	-	1
7. Members	-	10 (two per branch)s
8. Immediate Past-President	-	1 (Ex Officio) Member
9. Principal	-	1 (Ex Officio)
10. Co-opted members-		4 co-opted by the EC once in every two years

(II) The Ex-officio members and co-opted members will also have voting right in EXECUTIVE COMMITTEE. Decision of the EC shall be by a simple majority of the members present. In the event of a tie, the President of the meeting shall have a casting vote.

(III) The Executive Committee will elect Fellows, Honorary Fellows, prepare the agenda of the AGBM, prepares the audited statement of accounts, deals with day to day correspondence, and such matters pertaining to the association and its organizational matters. The President presides over the Executive Committee and the Secretary maintains the minutes. The President and the Secretary normally execute the decisions of the Executive Committee unless otherwise stated by a majority in Executive Committee. The total number of office bearers and other members shall never be more than 21 members, including the 2 Ex-Officio members and 4 co-opted members.

(IV) The General Secretary in consultation of the President or on a written requisition of not less than 1/3rd of the existing members of the EC, (fraction to be rounded of two next higher number) call for a meeting of the EC. Not less than 7 days notice shall be given for every meeting of the committee in case of emergency the President or General Secretary with the permission of the President may call for a meeting at a short notice.

(V) Any resolutions may be adopted by circulation among all its members (including through email and any resolution so circulated adopted by the majority of members who have signified their approval or disapproval on such resolutions shall be effective and binding as if such resolution had been passed at a meeting of the EC.

10 (c) **DUTIES OF OFFICE BEARERES**

1. **PRESIDENT:** President is the head of the Executive Committee and presides all meetings of the association. When presiding, his vote is only a casting vote in case of a tie. With the approval of EXECUTIVE COMMITTEE he can appoint / nominate any person to attend to any organizational work of the Association. He can delegate his powers to the Vice President or to any member or EXECUTIVE COMMITTEE as and when he so desires.

2. **PAST PRESIDENT:** He will sit next to the President in all meetings of the Association and advice him as and when so sought on any matter. The President / EC / AGBM / EOGBM may allot him any duties by a special resolution and he reports the progress to the President.

3. **VICE PRESIDENT:** The vice President with the approval of the President will preside over the meetings of AGBM/EOGBM/EC. In the absence of the President he shall exercise all such powers as are due to the President of the Association and also such powers as are delegated to him by EC. If by any chance the post of President falls vacant during the year, one of the Vice President nominated by the EC shall take that position for the rest of the term or till the elections are held, whichever is earlier. He will be in-charge of Academic and Professional activities as part of his duties and will put all proposals before EXECUTIVE COMMITTEE with respect to activities and obtains the approval.

4. **GENERAL SECRETARY:** The General Secretary shall be the Chief Administrative Officer of the Association and shall perform all duties that are usually vested in him by the EC, the President and the AGBM of the association. The General Secretary issues all notifications of the association with regard to the memberships, etc., of the association with the approval of the President or EC as required.

5. **TREASURER:** The Treasurer shall perform all such duties with regard to the financial collections, expenses audit, balance sheets and all financial projections of the association. He shall keep proper documentation and receipts with respect to all the monetary transactions of the Association. He presents the Annual Budget of AGBM and gets the approval.

6. **JOINT SECRETARIES:** They shall assist the General Secretary in all his duties and one of the Joint Secretaries with the approval of the President acts as GS in his absence. They will be given duties by the Secretary form time to time. If by any chance the post of General Secretary falls vacant one of the Joint Secretaries with the approval of President shall

exercise all such powers and duties of the GS for the rest of the term or the elections whichever is earlier.

10 (d) **TERM OF OFFICE OF MEMBERS OF THE EXECUTIVE COMMITTEE:** The members of the EXECUTIVE COMMITTEE shall hold office for two years at a time and they are elected in the AGBM once in every two years along with the other office bearers.

10 (e) **EXECUTIVE COMMITTEE:** The EC consists of 21 members of which 7 Office bears and 8 Executive member elected by the AGBM, In addition there will be 2 ex-officio member viz (1) past President and (2) Principal UCE KU and 4 Co-opted members

The **Principal UCE, KU** will be an ex-officio member of EC. Alumni Association will coordinate with the Principal for the developmental activities connected to the college. Principal shall be the convener of the meetings between the departments and Alumni Association. He will advise the Alumni Association about the developmental activities/proposals pertaining to the department.

11. **DISQUALIFICATION:**

(A) If any office bearer of the association excluding the Ex-Officio members does not attend three consecutive Executive Committee meetings of the association, ceases to be member of the EC. However, the President of the association if could not attend 3 consecutive Executive Committee meetings and offers reasonable explanation, he does not attract this disqualification. One of the Vice- President takes his place in all such meetings which President could not attend for valid reasons and performs the duties of the President.

(B). Those who are convicted of any criminal offence / charges are not eligible to become members. If it is known to the association subsequent to their taking membership that such member is convicted of criminal charges, even if he is an office bearer, he stands disqualified from the Membership of Alumni Association.

12. **RULES OF RESIDENCE:**

One among the President, the General Secretary and Treasurer of the association should essentially, and invariably be the residents of the Head Quarters of the association i.e. Kothagudem. However it is not applicable to other office bearers and members of EC. By any chance during their tenure if by any transfer by virtue of their jobs / Profession / Business / if they become non residents of the head quarters for more than one year (12 months continuously) they should either willingly resign, or else they will be disqualified to hold the posts if it is otherwise established by EC. The Vice President and the Joint Secretary will take the responsibility if they satisfy the rule of residence. In case no other office bearer of EXECUTIVE COMMITTEE happens to be residents of head office the EC will elect one of its members as Treasurer for balance of tenure or until elections are held, whichever is earlier

13. **ELECTIONS:**

The Members and fellows of the AGBM shall elect the 7 Office bearers and 8 Executive Members once in every two years. Executive committee will nominate the Returning officer for the elections. The returning officer will adopt the procedure for

elections, and accordingly conduct the election in the General Body and announce the results. The voting will be held through a 'secret ballot' as per the procedures laid down by the Returning Officer.

14. QUORUM:

The Quorum for Executive Committee meetings shall be Seven Member, or 1/3rd of its existing strength whichever is lower; any fraction is being rounded of to the next higher number.

15. FUNDS:

(a) The President may appoint a Committee to advise the Association regarding the acquisition, disposal and proper management of the assets of the association.

The funds shall be spent only for the attainment of the Aims & Objectives of the Association and no portion thereof shall be paid or transferred directly or indirectly to any of its members except as payments / honoraria duly sanctioned approved by EXECUTIVE COMMITTEE and ratified in the AGBM.

(b) Membership fees shall be suitably invested for the benefits of the association. Donations shall be disposed in accordance with the conditions attached there in by the donee and in a beneficial manner. The E.C. may constitute special funds committee for specific purposes and allot part of the annual revenue or any donations specifically received for them for such purpose. The E.C. will also decide on the mode of disposal of such funds.

(c) No member of the association will be entitled to any share in the estate, income or assets of the association or will the association distribute any dividend, bonus or gift any money to any member, provided that nothing in this clause is constructed as preceding payment of a reasonable monetary honorarium or compensation for services rendered to the association by any member or non member.

(d) An SSB account of the Association will be opened in the name and style of UCE KSM Alumni Association operated jointly by the Principal UCE (KU) and the Treasurer in the SBH, SILL Campus or any other nationalized bank as required in future. The passbook & chequebook will be in the safe custody of Principal UCE (KU) or Treasurer.

16. ACCOUNTS:

Accounts of the association shall be properly maintained. The accounts shall be audited by an auditor every year. The E.C. will nominate an auditor for this purpose. The auditor need not necessarily be a member of the association. Only the audited statements and Balance Sheets duly signed by the President, General Secretary and Treasurer are presented at the AGBM/EOGBM. The auditor will be appointed by the EC with the consent of AGBM. The Executive Committee may fix suitable honoraria to the Auditors.

17. AMENDMENTS:

(i) Amendments to this constitution may be brought up for consideration at any Annual General Body Meeting or at any Extra Ordinary General Body meeting. No amendment or alteration shall be made unless it is so voted by 2/3rd of the members present

at a second special meeting, called for the purpose within a period of 3 months. However number of such members should be 1/5 or 75, whichever is less of the total number of members of the Association at that point of time as per membership register as per the stipulations rendered at para 10(a) above. The President/General Secretary will obtain consent from its members/fellows through postal system and or through e.mail for such amendments to constitution/byelaws in case it is not carried out EOGBM /AGBM for want of quorum and will affect the change in amendments of its approval in AGBM subsequently.

(ii) The association shall be a non-profit making working for the furtherance of its aims and objectives. It may, however, acquire property, invest funds and manage its assets so as to secure income for the common good for the association as a whole and also maintain a paid staff for managing its affairs including library and other legitimate activities. Its members may not receive any salary or bonus but may be paid honoraria for services renders with the approval of Executive Committee.

18. PATRONS:

Persons who make a substantial Contribution for the growth of the college or a make a donation of Rs. 10,000/- or more to the association shall be on the recommendation of the Executive Committee are nominated as PATRONS of the Association. Patrons need not necessarily be the members and the donations made by the patrons are made fixed deposits in any National / Coop Bank and only the interest part is spent for any reasonably good purpose of the association. The Patron may also suggest the activity for which the interest on such Fixed Deposit be spent by the Association.

19. BUSINESS YEAR: The business year of the Association shall be financial year from 1st April to 31 March every year.

20. PUBLICAITONS:

The association may publish special papers, monographs, bulletins, proceedings of symposia, etc. as and when they are conducted by it. The EXECUTIVE COMMITTEE will decide the policy regarding their distribution to members/fellows/Hon. Fellows whether free or at a price to be fixed as the situation demands from time to time. If any cost is fixed it will be cost price only. Technical or Professional papers for reading at a meeting of the association and publication thereafter should be sent to the General Secretary in proper form neatly typed and carefully illustrated. Such papers accepted by the specially constituted Editorial Board or Committee of the association will be formally read and discussed at a meeting and will be published if funds so permit. Authors will be supplied copies of the reprint the cost price. The EXECUTIVE COMMITTEE will appoint the Chief Editor and members of the Editorial Board as and when any publications are envisaged. They need not necessarily be the members of the Association but should be persons of good standing on the concerned the field of Engineering.

21. COMMITTEES:

The President or the Executive Committee may appoint short term or long term committees as may be necessary to consider and report upon various aspects of the association work such as publication, nominations, conduct of symposia, cooperation with

other bodies, etc. AT the meetings of these committees, the President may nominate an Executive member as an ex-officio member to keep Executive Committee in touch with developments.

22. OBLIGATION BOOK & OATH TAKING:

Soon after election which are held once in two years each office bearer is required to sign in a book signifying his/her adherence to the constitution objectives rules and regulations of the Association. This book shall be a permanent record of Membership of the Association. This is in addition to the oath at the time of assuming charge/office. The newly elected members at the AGBM that will be held take the charge of their respective responsibilities. The outgoing team will hand over the charge to the new team. The President of the new team will deliver his acceptance speech and propose his programs and policies for his tenure of office.

23. WINDING UP:

If the Association is to be dissolved its property and assets may be disposed of by gift to UCE (KU) provided that a two-thirds majority of the members present and vote as such as the General Body Meeting approves such proposal. In such a case the beneficiary should be only the UCE (KU) and not any other organizations.

24. ARBITRATION:

Any disputes of any kind with respect to the matters of UCE-KSM Alumni Association arbitrated by a three-member committee appointed by the General Body.



UCE- KSM ALUMNI ASSOCIATION
EXECUTIVE COMMITTEE

1. Honorary President:

2. President:

3. Vice President

4. General Secretary:

5. Joint Secretaries:

6. Treasurer:

Ex-Officio Members:

Past President

Principal UCE, KU.

Executive Committee Members:

Co Opted Members

Advisory Committee: