

CMI ALUMNI ASSOCIATION

Memorandum of Association

CONSTITUTION:

Name of Association and Office:

The Association shall be called the *CMI ALUMNI ASSOCIATION CMIAA* (hereinafter referred to as the association), of the Chennai Mathematical Institute hereafter referred to as the Institute, and its Office shall be located at the premises of the Chennai Mathematical Institute, SIPCOT IT Park, Siruseri, 603103.¹

1. Aims and Objectives:

The aims and objectives of the Association to be established are:

(a) To provide a forum for members of the Association for interaction and to sustain a sense of belonging amongst the members of the Association with CMI through mutually beneficial contacts.

(b) To facilitate and encourage alumni to contribute towards improvements in the status of the institute in areas pertaining to academics,

¹The name, address and occupation of the members subscribing to the Memorandum of Association on the date of Formation, viz. 15th Novemeber, 2006, are as follows

1. C.S.Seshadri (Convenor)
2. R.Sridharan
3. Shiva Shankar
4. V.Balaji
5. Madhavan Mukund
6. K.V.Subramaniam
7. P.Vanchinathan
8. Suman Bandhopadhyay
9. S.Senthamarai kannan
10. C.S.Aravinda
11. Narayan Kumar
12. Prakash Chandrasekaran

infrastructure, industry interactions and any other area that the alumni and the institute feel appropriate.

(c) To provide avenues for drawing upon the knowledge and expertise of the alumni for furthering the cause of the Institute as a leading Center of Excellence.

(d) To foster linkages amongst the alumni and to promote personal and friendly relations through meetings and get-together-s among members of the Association.

(e) To collect, publish and distribute such information as may be useful to members of the Association.

(f) To undertake all such activities as are incidental or conducive to the attainment of the above aims and objectives.

(g) To render assistance to students of the institute through grants, scholarships and prizes and to provide assistance in academics, placement or in any other area that is felt as appropriate by the association and the institute.

2. Financial Year:

The Financial year of the Association shall be from April 1st to March 31st.

3. Membership:

Eligibility:

Membership of the Association shall be open to:

(i) Anyone who has acquired an undergraduate or Post-graduate degree of B.Sc(Hons)/ M. Sc./ Ph.D. by enrolling as a student of the Institute

(ii) Any individual who has worked at the Institute for at least 2 years as a member of academic staff at the Institute

(iii) Director of the Institute shall be an ex-officio patron of the Association and, being its patron shall enjoy all the privileges of a member.

(iv) Honorary Members: Eminent persons may be admitted to be Honorary Members of the association by the Executive Committee of the Association.

4. Membership subscriptions, tenure, cancellation:

(a) Any person satisfying Article 3 will be eligible to be a member and shall become a member on the payment of the membership fee. There shall be a one-time Life Membership fee of Rs.1500/-, or an annual membership of Rs. 300/-, which may be modified by the General Body from time to time.

(b) Where a member of the association becomes is a member ex-officio, his membership shall terminate when he ceases to hold that office.

(c) A membership maybe terminated by the general body if the member is convicted of a criminal offense or on account of moral turpitude.

(d). The Executive Committee shall have power to expel a member for willful disregard to the Association's rules or misconduct on the part of the member, provided that the member concerned is first given an opportunity for explaining his conduct.

(e) If any member fails to pay the subscription or fees for twelve months after the same has fallen due shall cease to be a member of the Association and the Secretary shall remove the name of such a defaulter from the register of the members.

(f) A resignation from membership shall be tendered to the President and it shall not take effect until it has been accepted on behalf of the Association by the Executive Committee.

5. Management of the Association:

The Management of the Association shall be vested in an Executive Committee. It shall consisting of not less than 7 and not more than 10 members and shall be constituted as follows:

(a)The President of the Association, to be elected at the Biennial or a Special General Meeting called for the purpose. The tenure of the President will be for one year, extendable upto two years as per the decisions of the general body.

(b) Director of the Institute and another member of the Institute to be nominated by the Director as ex-officio members (this member need not be a member of the association);

- (c) Five members to be elected at the Biennial or Special General Meeting called for the purpose;
 - (d) The Executive Committee may co-opt up to 2 members.
 - (e) The quorum for an Executive Committee meeting shall be five out of which three shall be elected members.
 - (f) The Executive Committee shall have the power to incur expenditure necessary to carry out the aims of the association.
 - (g) Vacancy in the Executive Committee, except that of President, arising on account of resignation, or otherwise, may be filled up by the Executive Committee by co-option.
 - (h) The Executive Committee shall have the power to frame bye-laws consistent with the aims and objects of the Association. Such provisional bye-laws shall be placed before the next General Body Meeting for ratification.
6. The mandate of the Executive will be for a period of two years. It will be responsible for running the Association for fulfilling the objectives stated in Article 1 and other programs of benefit to the organization. It will be authorized to accept donations, gifts and bequests for the furtherance of the aims and objectives of the Association. No member of the Association shall enter into any dealings on behalf of the Association, unless the Executive Committee has previously authorized him or her.
7. The Executive Committee shall elect from among their members the following Office-bearers:
- a) A Vice-President
 - b) A Secretary
 - c) A Joint Secretary and
 - d) A Treasurer.
- The Secretary / Joint Secretary and the Treasurer shall be Chennai based.
8. The Executive Committee may appoint from time to time from among its Members such Sub-Committees, or special sub-committees partly from

among its Members and partly from among the Members of the Association as may be required, and shall prescribe the terms of reference, powers and privileges of such Sub-committees or Special Committees.

9. Bank Account, Investments, etc.

(a) Management of account:

Any two persons (and not less than two), being (i) the Treasurer and (ii) either the President, the Vice President, or the Secretary, shall operate jointly the Association's Bank account.

(b) The Association's investments and any other property shall be held in the names of any three Members of Association, to be selected by resolution of any Executive Committee, and the said three Members shall remain as such holders until resignation, death, or replacement of any of them by a resolution of any Executive Committee in office for any reason at their sole discretion.

(c) The Executive Committee may also, by resolution, designate three Members of the Association to sign any documents, etc., other than those referred to in paragraph (a) and (b) of this Article, on behalf of and binding on the Association. Every such designation shall be specific, and shall cease after completion of its purpose.

10. All accounts in Banks or any other institutions shall be held in the name of the Association as prescribed in Article 9 a) above.

11. Executive Committee Meetings:

The Executive Committee shall meet as often as may be necessary, but not less than twice every year to transact the business of the Association. The President shall preside at such meetings. In his absence, the Vice-President shall preside, and in the absence of the President and of the Vice-President, the members present at the meeting shall elect one amongst themselves to preside. If there is no quorum in the meeting, the presiding person may decide on the place and time of the next meeting for which no quorum will be required.

12. Any elected or co-opted Member of the Committee absenting from three consecutive committee meetings without prior intimation shall be deemed to have vacated the respective office.
13. At least ten days' notice shall be given for a meeting of the Executive Committee. The meeting shall be convened by the Secretary designated for the purpose, in consultation with the President and the Director of the Institute. Any five Members of the Committee may require the Secretary to call a meeting of the Committee by requisition in writing, stating the object for which they desire that the meeting be called, and thereupon the Secretary shall proceed to do so. In the event of the Secretary failing to convene such meeting within thirty days after receipt of the requisition by him, the members who requested for the meeting may themselves convene a meeting of the Committee on due notice.
14. Annual General Meeting:

The Annual General Meeting of the Association shall be held every year not later than 15 months after the holding of the previous Annual General Meeting to transact the following business:

 - (a) to consider the Annual Report and Audited Statement of Accounts.
 - (b) to elect the President and other members of the Executive Committee at a Biennial General Meeting of the Association, unless this election was already held during the year at a Special General Meeting called for the purpose.
 - (c) to appoint Auditor or Auditors and to fix their remuneration , if any;
 - (d) to consider any other matter on the agenda.
15. A notice convening the Annual General Meeting shall be sent, together with the Agenda by the Secretary, to each Member at least fourteen days before the date of the meeting.
16. The notice of any motion to be proposed at the Annual General Meeting shall be sent to the Secretary in advance, so that it may be included in the Agenda of a subsequent meeting.

17. The President, and in his absence, the Vice-President, shall preside at such meeting. In the absence of both of them, those present shall elect one amongst themselves to preside.
18. The Quorum shall be 15 members. In the event of there being no quorum at the time and place appointed for a General Meeting, the same may be held by those present to be adjourned at the same place to a time 15 minutes later on the same day. At such an adjourned meeting the business on the Agenda may thereafter be transacted, even if there is no quorum.
19. Procedure for election:
Voting and other procedures
 - (a) All matters at any General Body Meeting, except the election of the President and elected 8 members of the Executive Committee, shall be determined by show of hands, or if challenged, by a division, and no voting by proxy shall be permitted.
 - (b) Election of the President shall be through a mail ballot and the other Members of the Executive Committee shall be by mail ballot, and no voting by proxy shall be permitted.
 - (c) In case of equality of votes in both (a) and (b), the person presiding over the Meeting shall have a casting vote in addition to his own vote.The Executive Committee will decide on the appointment of returning officer(s), and the procedure for receiving and counting of votes etc. The returning officer shall be responsible for receiving nominations, sending out the ballots, receiving the responses, counting and announcement of results.
20. Fifteen members of the Association may request the Secretary to call a Special General Meeting by a requisition in writing, stating the objective for which they desire that the meeting be called, and thereupon the Secretary shall proceed to do so after consultation with the Executive Committee.

21. The Executive Committee shall be entitled to call a Special General Body Meeting for carrying out the purposes of these Articles and of the Association. The notice, quorum and all procedural aspects relating to such Special General Body Meeting shall be the same as those provided in these Articles, in respect of Annual General Body Meetings.
22. Amendments to the Constitution:
 - (a) Amendments to the Constitution of the Association as formulated in these Articles may be made from time to time by the General Body assembled in any Annual or Special General Body Meeting, provided there is always at least two-thirds of the members present and entitled to vote at a meeting shall vote in favor of such amendment.
 - (b) Article 15 and 16 above shall be complied with for holding such Special General Body Meeting for consideration of any proposal of amendment. At such Meeting the Quorum shall be fifteen, and Article 18 shall not be applicable.
 - (c) Any proposal of amendment shall be circulated along with the notice convening the meeting for the purpose.

23. Dissolution of the Association:

Procedure for dissolution

- (a) A proposal for the dissolution of the Association shall be considered at a Special General Meeting called exclusively for the purpose, and shall be determined by not less than a three-quarters majority of the Members present and entitled to vote.
- (b) The Quorum for such a meeting shall be one-third of the number of Members on the Register of the Association, and Article 19 shall not be applicable.
- (c) The proposal, if carried by such a majority shall be required to be confirmed by a like majority and a like quorum at a subsequent Special General Meeting, called exclusively for the purpose of confirmation, to be held not earlier than 60 days from the date of the previous meeting.

24. Articles 15, 17 and 22(c) above shall be complied with mutatis mutandis.
25. In the event of dissolution, the funds and assets of the Association shall be transferred to the Chennai Mathematical Institute Students Fund.