



**SOUNDARYA INSTITUTE OF MANAGEMENT AND SCIENCE
ALUMNI ASSOCIATION
(SIMSAA)**

**BYE LAWS - RULES AND
REGULATIONS**



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1. Name of Association

Soundarya Institute of Management and Science-
Alumni Association,
hereinafter referred to as
SIMS ALUMNI ASSOCIATION (SIMSAA).

2. Registered Office Address:

The Registered Office of the SIMSAA shall be located at ::

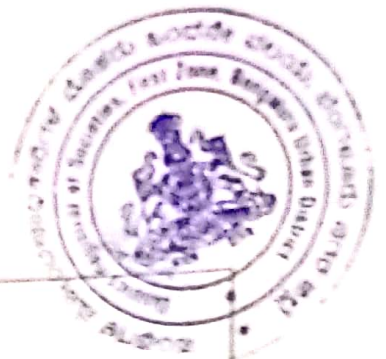
Campus of Soundarya Educational Trust ©,
Soundarya Nagar, Sidedahalli, 296, 9th Cross Road, Soundarya
Layout, Nagasandra Post. Bangalore, Karnataka-560 073.

3 Aims and Objectives

The Association shall be a non-profit organization

The objectives of the Association shall be:

- 3.1 To strengthen the professional bonds between SIMS, its alumni and the industry.
- 3.2 To become a Brand Ambassador of SIMS.
- 3.3 To plan, organize and encourage various value adding activities for its members such as professional lectures, training programs, conferences, seminars, etc.
- 3.4 To provide external unstinted support in all academic, co-curricular activities of SIMS
- 3.5 To conduct Alumni-Students Knowledge Exchange Programs [ASKEP].
- 3.6 To build harmonious relationship between the students, parents, faculty of the Institution.
- 3.7 To provide coaching and training for value editions competitions.



- 3.8 To establish and promote specific study chairs to carry out research and development in student's psychological needs and issues.
- 3.9 To induct and facilitate student's Counsellors in to the Institution with support from the Institution in the relevant areas.
- 3.10 To contribute and arrange study tours, site visits, excursions, etc for the students, teachers and to other staff of the Institution.
- 3.11 To create and maintain the website of SIMS and SIMSAA.
- 3.12 To encourage and provide assistance to the Institution to get certain Board's affiliations.
- 3.13 To extend possible Corporate Social Responsibility (CSR) services to the local community.
- 3.14 To publish journals, newsletters, books and other professional materials for circulation among its members.
- 3.15 To assist the faculty and the students of SIMS in various value adding activities like curriculum development sponsored research projects, case study development, student's internships and placements.
- 3.16 To construct the buildings for the purpose of implementing the above objectives.
- 3.17 To raise funds by subscription from former students and current students of the Institution.
- 3.18 To contribute and institute prizes for best performing students, teachers and to other staff of the Institution
- 3.19 To donate funds on voluntary basis for the support of the needy students as identified by the Institution.



- 3.20 To donate funds to obtain reading materials, sports materials, musical instruments, laboratory equipments, furniture and fixtures and other paraphernalia required for overall development of SIMS.
- 3.21 To contribute on voluntary basis for upliftment of library.
- 3.22 To contribute funds to create playground and canteen facilities of the Institution.
- 3.23 To assist the students by extending loan scholarship.
- 3.24 To manage and deal with the funds and money of this association.
- 3.25 To raise funds for the development of SIMS and SIMSAA
- 3.26 To donate funds on voluntary basis for the health and welfare of the students, teachers and other staff of SIMS.
- 3.27 To have its own office, staff and create necessary infrastructure for managing this association in an efficient and transparent manner.
- 3.28 To make rules and Bye-laws for the conduct of the official affairs of the Soundarya Institute of Management and Science Alumni Association and to alter, amend, vary or rescind them from time to time

DEFINITIONS:-

In these Bye-laws unless the context requires otherwise

- a. "ACT": Karnataka Society Registration Act.1960 and Rules 1961 as amended from time to time.



	<p>b. "ASSOCIATION": Means Soundarya Institute of Management and Science Alumni Association constituted by the Students of Soundarya Institute of Management and Science for the purpose of carrying out the aims and objectives of the association.</p>
<p>4. Patrons:</p>	
<p>The Revered Chairman of Soundarya Group of Institutions administered by Soundarya Educational Trust, Bengaluru shall be the patrons of SIMSAA</p>	
<p>5. Membership</p>	
<p>SIMSAA shall have the following categories of members.</p> <ul style="list-style-type: none"> i) Life members ii) Associate members iii) Honorary members iv) Donor members (Sliver / Gold / Platinum Alumni members) 	
<p>5.1</p>	<p>Life Members:</p>
	<p>The following individuals shall be eligible for enrollment as life members of SIMSAA: The students who have received a degree on successful completion of various full time or part-time courses offered by Soundarya Institute of Management and Science.</p>
<p>5.2</p>	<p>Associate members: Students who have studied at least one year in the institute shall be eligible to be Associate members.</p>
<p>5.3</p>	<p>Honorary members: Apart from the individuals mentioned in 5.1 and 5.2, the following individuals may be granted Honorary Membership of the Association for a period decided by the Executive Committee:</p> <ul style="list-style-type: none"> i) Persons who have rendered distinguished service to the cause of Management and Technical Education.



	<p>ii) Persons who have exhibited Excellence in Industries / R&D organizations.</p> <p>iii) Persons who have contributed to social causes or philanthropists.</p> <p>iv) Principal, Co-ordinator, all the faculty members and office bearers of SIMS who are not the alumni of the institute shall be honorary members of the SIMSAA till such time they hold their offices and designations at SIMS.</p>
5.4	<p>Donor Alumni Member: -</p> <p>Donor to the Association will be recognized as Silver, Gold and platinum depending on the magnitude of their donation and they do not have any voting rights.</p> <p>The magnitude of the donation for such membership will be decided by the Executive Committee.</p>
5.5	<p>All members mentioned in 5.1 shall have the right to vote, propose, second to be a candidate for any office open for election in the Association.</p> <p>The members mentioned in 5.2 to 5.4 shall not have any voting rights and cannot contest in the election for office bearers but can participate in the programs and activities of the Association as may be regulated by the Executive Committee.</p>
5.6	<p>Membership fee:</p> <p>The membership of the Association shall be granted on submission of application form and payment of prescribed fee of Rs. 500/- (Rupees Five Hundred Only) by the eligible individuals mentioned in 5.1 and 5.2.</p>



Life members can participate in all the meetings of the Association and have the right to vote.

Life members can also become a silver / Gold/ Platinum member on payment of voluntary donation as per the fee structure being decided by the Executive Committee.

Silver / Gold / Platinum Alumni members will be given the preference to attend the alumni associated programs without any registration fee.

6 Administration

6.1 The Administration of SIMSAA shall be managed by an Executive Committee with the following composition.

- i) The chairman - CEO of SIMS shall be Ex-officio Chairman of the Association-SIMSAA.
- ii) President - (Elected)
- iii) Vice-Presidents (Elected)
- iv) Secretary (Elected)
- v) Two Joint Secretaries (Elected)
- vi) Treasurer (Ex-officio. office bearers in SIMS)
- vii) Executive Committee Members (Elected)
- viii) Chairman and Secretary of Alumni Chapters of various states and countries are the special invited members.
- ix) The executive committee shall have the freedom to Co-opt Members from time to time for the efficient functioning of SIMSAA.
- x) Any member of the Association may approach the Secretary for any information.

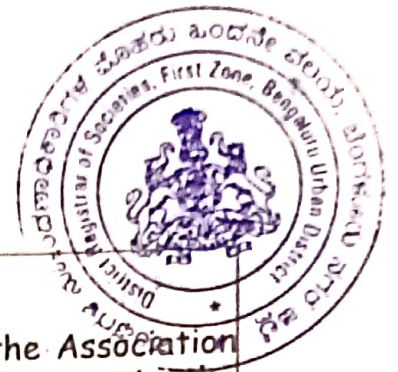


Election of the office bearers of Executive Committee

The elected positions will be filled through election in the Annual General Body Meeting. The elected office bearers of the Association shall hold the office for a period of 3 years.

7.2 Duties of the Executive Committee:

- i) To manage day-to-day activities of the Association.
- ii) To prescribe detailed guidelines/rules and regulations for carrying out various activities.
- iii) To ensure continuous communication amongst the members.
- iv) To constitute sub-committees and delegate powers for specific purpose for specified period.
- v) To be in charge of and protect the properties of SIMSAA
- vi) To maintain the accounts of SIMSAA and to arrange for auditing the Accounts.
- vii) To manage the funds of the Association to promote the objective of the Association.
- viii) In the event of any office bearer laying down office for whatever reasons, the Executive Committee can co-opt any member considered suitable for the office for the remaining period.
- ix) May decide to expel a member of the Executive Committee or member of Association in case anyone is convicted of any criminal offence, or prove insanity, or any member's action in contravention to the Bye-law of the Association.
- x) Executive Committee shall have the power to appeal and raise funds and fulfill formalities incumbent upon it.



- xi) To open the Bank Account in the name of the Association and authorize the Chairman and Treasurer to operate the account jointly.
- xii) To make rules and Bye-laws and get approved.
- xiii) To acquire or purchase or take on lease, hire or gift or otherwise to hold any movable or immovable property or any right or privileges that may be deemed necessary or useful for the advancement of the objectives of the Association.
- xiv) To raise fund in terms of membership fees, donations, Gifts, Activity entrance fee, participation fees, promotion fees, publication fees, sponsorship fee, scholarships amount for the objectives of the Assertion.
- xv) All the money collected shall be deposited into the Bank Account of the Association.
- xvi) Any member of the Executive Committee being absent for 3 successive meetings without proper cause ceases to be a member of Executive Committee.

8	Duties of office Bearers of SIMSAA
8.1	Patron
8.1.1	Shall advice the executive committee regarding the smooth and efficient functioning of SIMSAA.
8.1.2	Shall take decisions on the important affairs which shall be binding on the Executive Committee and General Body of SIMSAA.
8.1.3	Shall decide about any unresolved dispute(s) and the decision of patrons shall be final and binding on the Executive Committee and General Body of SIMSAA.



8.2	President
8.2.1	Shall preside over all the Meetings. He may allocate suitable responsibilities to the members of SIMSAA.
8.2.2	May appoint groups, sub-committees, etc and nominate representatives of SIMSAA on vacancies, Government / Institute and or other Bodies when invited to do so.
8.2.3	Shall act on behalf of Executive Committee of SIMSAA.
8.3	Vice-President
8.3.1	Shall act as President in the absence of the President
8.3.2	In addition to his duties as a Member of the Executive Committee, he shall preside over Committee Meeting in the absence of the President.
8.4	Secretary
8.4.1	The secretary shall attend to the day-to-day correspondence and communication to and from.
8.4.2	Maintain official records of SIMSAA
8.4.3	Be an ex-officio member of all the Sub Committees in consultation with the President.
8.4.4	He shall be responsible for calling Meetings of the Executive Committee in consultation with the President.



8.4.5 He shall be responsible for filing of Annual Reports of SIMSAA with the Registrar of Societies after every Annual and other Special General Body Meetings, Financial Statements with the Income Tax Officer, and such other statutory requirements and also maintain the minutes of the meeting.

8.5 Joint Secretaries

8.5.1 The Joint Secretaries shall assist the Secretary in discharging his duties.

8.5.2 They shall carry out such other duties as may be assigned to them from time to time by the Executive Committee.

8.5.3 One of the Joint Secretaries nominated by the President shall assume charge as Secretary in the absence of the Secretary or when requested to do so by the Executive Committee.

8.6 Treasurer

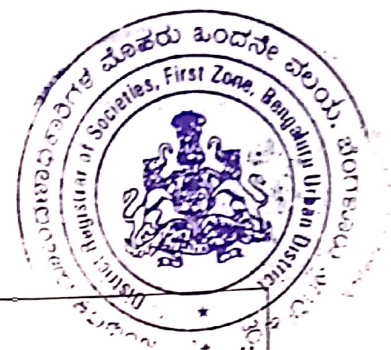
8.6.1 The Treasurer shall maintain the accounts of SIMSAA.

8.6.2 He is responsible for maintaining all the financial transactions of SIMSAA.

8.6.3 He shall be responsible for maintaining the cash book, general ledger and other records related to finance and getting the audited statements of SIMSAA prepared for presentation at the Annual General Body Meetings and file the same with the Income Tax authorities when duly passed by the General Body.



General Body Meetings	
9.1	<p>The Annual General Body Meeting (AGM) of the Association shall be generally held at least once in a year within nine months of the close of its accounts, if expedient the Executive Committee could decide to have Alumni Meets more often.</p>
9.2	<p>Agenda for AGM shall be drawn by the Executive Committee.</p> <p>Agenda for AGM inter alia shall include:</p> <ul style="list-style-type: none">i) Adoption of Executive Committee's Report on various activitiesii) Presentation and adoption of Accountsiii) Appointment of Auditoriv) Election of Office Bearers <p>A minimum of 21 days of notice shall be given for AGM and of 7 days for special General Body meetings</p> <p>Quorum for the General Body meeting shall be 2/3 of the total members or minimum of 100 members.</p> <p>Meetings can be adjourned if the required Quorum does not exist, and for the Adjourned Meeting Quorum is not mandatory. The decisions taken in the adjourned meeting are valid and binding on all the members who are present in the adjourned meeting.</p>
9.3	<p>Special General Body Meeting to be called by the Members:</p> <p>A special General Body meeting may be convened at the instance of the President or the Executive Committee or by giving notice in writing before 21 days to the Secretary signed by at least 50 members who may give notice in writing to the Secretary. The quorum for such special General Body Meeting shall be minimum of 200 members. Special General Body shall be conducted as per the provisions stipulated in KSR Act.1960.</p>



9.4	Executive Committee Meeting: - Executive shall meet once a month for which the Secretary shall give notice of 7 days to the Executive Committee Members.
10.	Financial Management
10.1	The membership fees, other contributions from the members, donations, gifts, sponsorships from external agencies, proceeds from various activities etc. shall constitute the income of the Association.
10.2	The Executive Committee shall have the power to decide from time to time the membership fees to be collected from the new members and also and all such fee and charges from the external persons for the purpose mentioned above.
10.3	The funds of the Association shall be maintained in a separate bank account in the name of the SIMS Alumni Association in the city of Bengaluru. The bank account shall be operated jointly by the Chairman and the Treasurer of SIMSAA.
10.4	The Executive Committee shall have the power to invest surplus funds available in the bank account in bank fixed deposits Accounts for appropriate maturities. However, the funds of the Association shall not be used for investments in any other forms like bonds, shares, gold etc.
10.5	The financial year of the Association shall be from 1 st April to 31 st March of the succeeding year.
10.6	The Receipts and payments accounts, the assets and the balance sheet of the Association shall be prepared and submitted to the Annual General Body meeting for confirmation and shall be submitted to Registrar of Society together with Executive members list as per section 13 of KSR Act.1960.



10.7	The appointment of a Chartered Accountant shall be made by the General Body Meeting. The period of such appointment shall be for 1 year. The auditor is required to submit the report to the President within three months from the last date of the financial year.
10.8	The funds of the Association shall be invested in the mode specified under the provision of section 13 of the IT Act. as amended from time to time.
11 Amendments to the Constitution	
11.1	All members mentioned in 5.1 are eligible to propose amendments to the Constitution of the Association. Members desirous of proposing amendments are required to submit the same in writing to the Executive Committee at least 21 days prior to the Annual General Body Meeting. Any amendment to the Memorandum and Bye-laws of the Association if required shall be made only after obtaining the approval in the general body meeting.
11.2	The amendments shall be passed, only if two-thirds of the members present in the AGM support the amendment(s) in voting.
12 Chapters	
12.1	Local chapters of SIMSAA may be formed in other centers /cities on obtaining approval from the Executive Committee
12.2	The local chapter shall have i) Chairman ii) Vice Chairman iii) Secretary iv) Joint Secretary v) Treasurer vi) Five Executive members
12.3	Such local chapters shall comply with the Bye-laws and rules and regulations of SIMSAA and follow the guidelines formulated by Executive Committee from time to time.



12.4	The local chapter shall not own any property in the name of local chapter and all the property shall be only in the name of the parent association, SIMSAA, Bengaluru.
12.5	For carrying out the activities of the chapters such as holding the Executive Committee and Annual meetings and others, the chapter can collect the registration fee and all the activities of the chapters shall be self financing. The expenditure incurred for the aforesaid activities shall be properly accounted and the accounts shall be presented in the Annual General Body Meeting and get the approval. The approved balance sheet shall be sent to SIMSAA.
13	Working Hours: The working hours of the Association's office shall be from 09.00 a.m. to 5.00 p.m. on all working days. Any Resolutions passed during the meeting can be circulated to the concerned authorities as per the requirement with the seal and signature of any two members of the Executive Committee.
14	Dispute All unresolved dispute shall be referred to patrons whose decision shall be final and binding on all parties.
15	Dissolution Clause In the event of dissolution or winding up of SIMSAA, the finds and the assets remaining as on the date of dissolution shall under no circumstances be distributed among the members of the Executive Committee/General Body of SIMSAA, but the same shall be transferred to SIMS, Bengaluru. Or to any other charitable Association whose objects are similar to those of this Assertion.



MANAGEMENT COMMITTEE MEMBERS

SL.NO.	NAME	DESIGNATION IN THE MANAGEMENT COMMITTEE	SIGNATURE
1	Keerthan Kumar Manjappa	Chairman Ex-officio	
2	Deepika Francis	President	
3	Pooja Seervi. D	Vice President	
4	Rohith.B R	Vice President	
5	Ram Kumar.P.C	Secretary	Ram Kumar.p.c
6	Aishwarya	Joint Secretary	
7	Varun. V	Joint Secretary	
8	Varun Kumar M	Treasurer	
9	Chandu.U	Executive Member	
10	Pooja .B	Executive Member	
11	Sahana. H.S	Executive Member	
12	Suhas.S	Executive Member	
13	Vedasree.K.Rao	Executive Member	
14	Ankith Sharma	Executive Member	
15	Bhavana K.L	Executive Member	

