

**UNIVERSITY COLLEGE
HISTORY ALUMNI ASSOCIATION
“HISTORIA”**

(Reg. No. 508/10)



Department of History
University College, Thiruvananthapuram
Kerala – 695034

**Bye – Laws
of
*Historia***

MEMORANDUM OF ASSOCIATION

- | | |
|---------------------------------|---|
| 1. Name | University College
History Alumni Association
(HISTORIA) |
| 2. Registered Office | RoomNo.111 Department of
History, University College,
Kerala University P O,
Thiruvananthapuram- 695034
Kerala. |
| 3. Jurisdiction | Kerala |
| 4. Aims & Objectives | |
| | 1) To build a close fraternity amongst the members of the Alumni |
| | 2) To uphold and convey the dignity, tradition and goodwill of the Department of History and that of University College in general, among other non-members when our members interact with them by virtue of their profession, association etc. residing in India or abroad. |
| | 3) To collect, collate and disseminate useful data on projects, avenues, opportunities etc. that a |

member may find by virtue of their strategic dispositions to other members of the Alumni, especially to the younger generation for their benefits and professional advancement.

- 4) To honour those members whose manifold accomplishments and contributions in the fields of Science and Humanities, that are widely acclaimed.
- 5) To initiate and establish suitable endowment schemes to support financially weak but academically brilliant students in the final year Degree and post Graduate Classes in the Department of History, University College.
- 6) To organize workshops, seminars, lectures etc. and arrange for publication of books periodicals and to facilitate interaction with other professional bodies.
- 7) To secure and manage a corpus fund for the promotion and fulfillment of the above aims and objectives.
- 8) To institute and award merit cum means scholarships to eligible students in the Department of History, University College Thiruvananthapuram

- 9) To do all such things and perform all such acts as may be necessary or appropriate for the achievement of any or all of the above objectives.

5. Declaration

In order to realise the above aims and objectives, the following undersigned members who met in Room No.111, Department of History University College on 15th February, 2010, express their desire to register this as per the Travancore Cochin Literary and Charitable societies Act 1955 (Act XII of 1955) as UNIVERSITY COLLEGE HISTORY ALUMNI ASSOCIATION (*HISTORIA*)

President (Ex officio)
Sri. P. K. Raveendran
Lekshmi, TC 9/2038
Prathibhanagar,
Sreekariyam P), TVM

Vice Presidents

1. Dr. T. P. Sankarankutty Nair
P. R. A. G. 58, Ganga Bhavan
GPO Lane, Pulimoodu
Trivandrum, 695 001

2. Dr. A. Jadeeda
TC. 20/ 1360, Karamana, Trivandrum

General Secretary

Sri .V. Karthikeyan Nair
TC. 25/1869, Karthika,
Mele Tampanoor, Trivandrum 695 001

Secretaries

1. Sri. S. Sasidharan
Gardeenia,TC. 36/629 (2)
Perumthanni P. O., Trivandrum – 8
2. Dr. P. Johnson
'KRIPA', Near C. L. H. S. S.
Peroorkada P. O., Trivandrum 695 005.

Treasurer

Sri. N. Rajagopal,
TC. 4/844 (1), Sree Sylam,
Kowdiar P O, Trivandrum 695 003.

**RULES AND REGULATIONS OF UNIVERSITY
COLLEGE HISTORY ALUMNI ASSOCIATION
(HISTORIA)**

- 1. Name** University College
**History Alumni Association
(HISTORIA)**
- 2. Registered Office** RoomNo.111 Department of
History, University College,
Kerala University P O
Thiruvananthapuram - 695034
Kerala.
- 3. Jurisdiction** Kerala
- 4. Definition**
 - a) The “Association” means University
College History Alumni Association
 - b) “College” means the University College,
Thiruvananthapuram
 - c) “President “means President of the University
College History Alumni Association
 - d) “The Act means The Travancore Cochin
Literary Scientific and Charitable Societies Act
1955 (Act XII of 1955).

- e) “General Body “means the unit comprising all members of the Association.
- f) “General Secretary” means the chief executive officer of the Association
- g) “Secretaries mean the office bearers elected by the General Body to assist the General Secretary of the Association.
- h) “Rules means Rules and Regulations of the Association
- i) “Year “means the period from 1st of January to 31st of December of the year.

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6. Membership

(a) Eligibility for Membership:-

I. Any person who was a student of the Department of History with History as the main subject of study in the University College for under graduate or post graduate or M.Phil or Ph.D programme.

II. Any teacher, present or former in the Department of History, University College, Thiruvananthapuram.

(b) Admission Procedure

Any person satisfying Clause 6 (a) above may contact the General Secretary or the Treasurer of the Association and submit an application in the prescribed format seeking admission after remitting membership fee. The applications thus received shall be placed before the Executive Committee for its consideration and admission to the fraternity by the Executive Committee subject to ratification by the General Body.

Membership Fee is collected by two means, viz; five yearly membership of Rs.500/ (Rs.100 as registration fee and Rs.400/ as membership fee) and Life membership of Rs.1000/ (Rs.100 as registration fee and Rs.900/ as membership fee)

(c) Register of Members

A separate register containing the names and addresses of all Alumni Members will be kept in the Registered Office.

(d) Cessation of Membership

Where the membership has not been renewed by a member for a continuous period of 2 years the membership will stand automatically cancelled. General Body has the power to reject membership to anyone from the membership of the Association, on sufficient grounds such as violating the rules and regulations of the Association or acting in any way contrary to the fulfillment of the objectives laid down in the rules.

7. Chief Patron

Principal, University College Thiruvananthapuram will be the Chief Patron (Ex-officio) of the Association.

8. Patrons

Eminent personalities, who were either former students or teachers of the department, nominated by the general body

9. Office Bearers and Executive Committee

(a) President

Head of the Department of History shall be the President (Ex-Officio)

(b) Vice Presidents

There shall be two Vice Presidents elected by the General Body of whom one shall be a woman.

(c) General Secretary

He/ she shall be a member, who is not a teacher of the department, elected by the general body.

(d) Secretaries

There will be two Secretaries, of whom one shall be a member of the department and another from outside elected by the General Body.

(e) Treasurer:

He /she shall be a member of the department elected by the General Body.

(f) Members:

In addition to the above mentioned office bearers eight more members shall be elected by the General Body of whom two shall be from among the teachers of the department and one third shall be women.

(g) Executive Committee

The administration and management of the affairs of the Association shall be carried out by an Executive Committee, composed of seven office bearers as listed above and eight members elected by the General body making a total of fifteen. The members of the Executive Committee shall represent all possible segments in the fraternity. They shall meet at least once in three months. They will execute the decision taken by the General Body and will function according to the aims and objectives of the Association.

(h) Term of office;

The term of the Executive Committee will be two years or till a new committee assumes charge which in any case shall not exceed six months after the expiry of the term.

(i) Quorum:

The quorum of the Executive Committee shall be eight.

10. Rights, Duties & Powers of the Office Bearers

a) President

He shall normally preside over the meeting of the Executive Committee and the General Body. He shall be primarily responsible for the co-ordination of activities of the Alumni Association and for its liaison with Governmental agencies

b) Vice-President

In the absence of the President, the senior most Vice-President shall preside over the above meeting and conduct the proceedings.

c) General Secretary:

He/she is the chief executive functionary of the Association. He/she shall implement the decisions of the Executive Committee and the General Body. He/she shall convene the meetings of the Executive Committee in consultation with the President and the General Body on the recommendation of the Executive Committee. He/she shall operate and

maintain the bank accounts of the Association jointly with the Treasurer and the accounts shall be opened in a nationalised bank.

d) Secretaries:

The Secretaries shall assist the General Secretary in the execution of the decisions taken by the Executive Committee.

e) Treasurer:

He /she shall keep the accounts of the Association which shall be presented before the Executive Committee and the General Body respectively. He shall operate and maintain the joint account of the Association along with the General Secretary.

(f) Auditors:

There shall be two internal auditors nominated by the executive committee.

11. Management

(a) General Body:

It consists of all members of the association. Its quorum shall be 30. General body meetings shall be convened at least once in a year in the month of January. Depending on the views of the majority of

members present, the General Body can be convened for any particular purpose anytime after serving due notice to the members. The President shall have a casting vote in the event of a tie.

The President may invite any person not being a member of the Association to attend a meeting to the General Body: such invitees however, will not be entitled for any voting right. The President by himself or through a letter signed by him request at any time to summon a General Body meeting and the General Secretary shall oblige accordingly. For every meeting of the General Body a clear 7 days notice shall be given to each member.

The General Body shall have all such powers and shall perform all such functions as are necessary and appropriate for the achievement and furtherance of its aims and objectives.

Without prejudice to the generality of the forgoing provisions, the General Body shall have the following powers and rights.

- i. To manage the properties of the Association
- ii. To assign from time to time such functions and duties and delegate such powers it deem fit to the Executive Committee.

iii. To consider and approve the annual budget of the Association.

iv. To make amendments to the bye-laws.

(b) The Executive Committee

a) There shall be an “Executive Committee “with 15 members. The President by himself or through a letter signed by him may require the General Secretary to convene the meeting of the Executive Committee at any time and the General Secretary shall oblige such request without fail.

For every meeting of the Executive Committee not less than 5 clear days notice should be given to each member. Each member of the Executive Committee including the president shall have only one vote. Its quorum shall be eight.

(c) Rights, Powers and Duties of the Executive Committee

*To prepare and execute detailed plans and programmes for the Association in furtherance of its objectives.

* To delegate through a resolution either to a sub-committee or to the Secretaries such of its powers for the conduct of its business.

- * To appoint competent persons for studies, investigations, research programmes etc.
- * To nominate delegates for attending conferences etc representing the Association.
- * To procure all such articles for use of the Association.
- * To institute and award scholarships to eligible students in the Department of History, University College Thiruvananthapuram.
- * To prepare amendments to the bye-laws for consideration of the General Body.
- * To arrange for proper annual auditing of the accounts of the Association and present them before the Annual General Body.
- * To prepare the budget.
- * To prepare the audited statement of income and expenditure of the previous year.
- * To sanction expenditure of the money.
- * To permit the general secretary and treasurer to keep an imprest money.

(d) Funds

Source of funds to the Association will be registration fee, membership fees and donations. The Association can also raise funds for ad-hoc purposes as decided by the Executive Committee through donations from individuals, institutions, external sources and by publishing souvenirs, books and through cultural activities

(e) Suits and Proceedings

i) Jurisdiction: Thiruvananthapuram

ii) General Secretary shall be the person to sue and to be sued

12. Annual Report

The Executive Committee shall formulate a budget of the estimated receipts and expenditures of the Association not later than December every year along with the audited report for the previous year and place it before the annual General Body at its annual meeting in the month of January for its consideration and approval.

13. Amendments to the Rules & Regulations

Rules & Regulations in force can be suitably amended and new ones incorporated with the approval

of 2/3rd members present and voting in the General Body that considers such proposal on prior notice.

14. Dissolution

The Association may be dissolved by a decision made to that effect at a meeting of the General Body convened for the purpose with a majority of 2/3rd members present and voting. If upon dissolution there shall remain, after satisfying payments of all the liabilities of the Association any property, movable or immovable of the Association the same shall not be disbursed among the members but shall be transferred to the University College or to the Government of Kerala, in accordance with the provisions of the Travancore Cochin Literary Scientific and Cultural Societies Registration Act XII of 1955.

15. In all circumstances the Association will be functioning in accordance with the provisions of the Travancore-Cochin Literary Scientific and Charitable Societies Act XII of 1955.

President

General Secretary