

**RULES OF THE OLD DALIANS' ASSOCIATION**  
**DALY COLLEGE, INDORE**

1. **Name:** - The name of the Association is "The Old Dalians' Association"
2. **Headquarter:** -The head quarter of the Association shall be at the Daly College, Indore
3. **Definitions:** In these rules:
  - A. "Association" shall mean the Old Dalians' Association.
  - B. "College" shall mean the Daly College, Indore.
  - C. "Executive Committee" shall mean the working committee of the Old Dalians' Association".
  - D. "President" shall mean the President of the Old Dalians' Association.
  - E. "Vice President" shall mean the Vice-President of the Old Dalians' Association.
  - F. "Secretary" shall mean the Honorary Secretary of the Old Dalians' Association."
  - G. "Treasurer" shall mean the Honorary Treasurer of the Old Dalians' Association.
  - H. "Sports Secretary" shall mean the Sports Secretary of the Old Dalians' Association.
  - I. "Joint Secretary" shall mean the Joint Secretary of the Old Dalians' Association.
  - J. "Media & Public Relation Coordinator" shall mean and include the Media and Public Relations Coordinator of the Old Dalians' Association.
  - K. "Legal Advisor" shall mean the Legal advisor of the Old Dalians' Association.
  - L. "Project Director" shall mean one of the Project Director of the Old Dalians' Association.
  - M. "Year" shall mean the period of twelve months from 1st of July to 30th of June in the following year.
  - N. "Member" shall mean the life member of the Old Dalians' Association.
  - O. "Office Bearer" shall mean and include the President, Vice-President, the Secretary, the Joint Secretary, the Treasurer, the Sports Secretary and the Media & Public Relation Coordinator
  - P. "Old student" shall mean an old student of the Daly College, Indore.
  - Q. "B.O.G." shall mean the Board of Governors, The Daly College, Indore.
  - R. "General Meeting" shall mean Annual General Meeting of the Old Dalians' Association.
4. **Aims and Objects:** -The aims and objects of the Association shall be:-
  - a. to safe guard and enhance the reputation and traditions of the College, the Alma-Mater.
  - b. to assist the College in every way possible.
  - c. to act as a liaison between the College and the Old Dalians and to assist Old Dalian to maintain contact among themselves.
  - d. to strengthen the ties between the present Dalians and Old Dalians.
  - e. to assist Daly college in electing representatives of the Association to the Board of Governors, Daly College, Indore.

- f. to assist Old Dalians in obtaining information regarding educational opportunities in India and abroad.
- g. to assist Old Dalians in obtaining admissions to colleges and to find employment.
- h. to institute Old Dalians Scholarship for study and sports as and when feasible.
- i. to take up any matter in the interest of Association and the Daly College.
- j. to take up community and social service work along with Daly College

5. **Membership:-**

Membership of the Association shall be open to all Old Students who have studied in the College for the at least two full academic sessions or have studied in Class XI and XII. The membership will only be effective after a student has passed Class XII and has attained majority i.e. 18 years of age. There shall be three categories of members, namely "Life Members", "Provisional Members" and "Honorary Members".

**Life Member:** -Those old students who have attained majority and pay a life membership subscription passed by the General Meeting of the association in lump sum shall be eligible to become life members of the Association. Life member shall have right to vote.

**Provisional Member:** -Those old students who have not attained majority and have paid the membership subscription shall be admitted as Provisional Members. After passing from the Class XII the membership subscription shall be deposited with the association in its account.

The provisional members shall not have a right to vote or to be elected to the executive committee. They would be automatically converted to life members after they attain majority.

**Honorary Member :-** An Honorary membership of the Association may be conferred on any individual and as approved by the Executive Committee, for any outstanding contribution by an individual to the Daly College or to the Association or to the senior appointees of the Daly College who have served the Daly College for a minimum of 20 (Twenty) years. In the case of the Principal a minimum of one contractual term would be required for the award of Honorary Membership. Such members have no right to vote or to be elected.

6. **Disqualification:-**

- i. All such Old Dalians who have been rusticated from the College, and information in writing has been officially received from the college, on one count or the other, shall not be eligible to become members of the Association.
- ii. A person who has been convicted of any offence in connection with the Association or the Daly College shall not be entitled to become a member of the Association.
- iii. Any member, who has committed any act, which in the opinion of the Executive Committee, is likely to bring discredit to the Association or the Daly College, or committed solely with the purpose of damaging the reputation of the Association or the Daly College, may be removed from the membership of the Association by a resolution of three fourth of the members of the Executive Committee present at a

special meeting thereto convened for the purpose after at least 15 (fifteen) days notice. Provided that no such resolution shall be passed unless the member concerned is informed by a Registered letter A.D. at least 15(fifteen) days before such meeting of the date, time and place of the meeting and of the grounds on which it is proposed to remove him/her from the membership of the Association and is given an opportunity to explain his/her conduct to the Executive Committee in writing or in person at such a meeting. After obtaining such explanation executive committee shall take a legal opinion and call for a meeting of the committee to take final decision.

- iv. Any member, who is a financial defaulter to the Association in any way, shall deemed to be disqualified after a notice of 15 (fifteen) days.
- v. Any member of the executive committee who fails to attend three committee meetings consecutively without being granted leave of absence, shall be deemed to have vacated his/her office as the member of the executive committee. The strength of the Executive Committee shall then stand reduced by the numbers of such defaulters.

**7. Patrons:-**

Old Students of the College shall be eligible to become Patrons of the Association by making to it a lump sum donation as decided by General Meeting. Application for being a patron shall be considered only of an applicant who is a life member of the association. Only a Patron of age 40

years or above will be eligible to be elected as a President of the Association.

**8. General meetings:-**

- a. A General Meeting of the Association shall be held annually at the Daly College in the week after the Annual Prize Giving of the Daly College or else as decided by the executive committee. The ordinary business of the General Meeting shall be to receive the report of the Secretary, the Treasurer's statement of the accounts for the previous year duly audited, to appoint auditors for the ensuring year, and to transact any other business permitted by the President.
- b. At the General Meeting 25 (Twenty five) members present shall form a quorum.
- c. No business other than the formal adjournment of the meeting for any period exceeding half an hour or below 15 (fifteen) days shall be transacted at any meeting unless a quorum is present. No quorum will be necessary at an adjourned meeting.
- d. All business of a meeting shall be decided by a bare majority of the votes properly recorded at such meeting. In the case of any equality of votes the President will have a second or casting vote.
- e. Voting at a meeting shall be by a show of hands or by secret balloting in case of dispute or unclear voting.
- f. Notice of every General Meeting shall be sent to all members, published on website, official social media pages and mobile application of Association at least two weeks prior to the date fixed for such meeting. Once published on website, official social media pages and mobile application of Association the notice shall be deemed served to all members.

Such notice shall specify the date and time of the meeting and the nature of the business to be transacted, provided always that the accidental omission to give such notice to any person entitled thereto or its non-receipt by him shall not in-validate the proceedings of the meeting.

- g. Any member desirous of bringing up any question for discussion or consideration or desiring to obtain any special information at a General Meeting shall give the Secretary a notice in writing not less than 7 (Seven) days prior to the meeting.
- h. No other matter can be brought for discussion without permission of the chair.

**9. Extra Ordinary General Meeting:-**

An Extra Ordinary General Meetings may be convened by the President/ Secretary whenever he/she thinks fit, and shall be convened by the Secretary on requisition by 100 (hundred) of the members of the list within 15 (fifteen) days of receipt by him of a requisition in writing to that effect accompanied by a payment of a non-refundable amount as decided by the General Meeting. Every such requisition shall specify the business for which the meeting is to be convened and no other business shall be transacted at such meeting. Rule 8(d), (e) and (f) above shall be applicable in the case of Extra Ordinary General Meeting also. At such Meeting 100 (hundred) shall form a quorum.

**10. Management:-**

The Association shall be managed by an Executive Committee elected from the members of the association by the members of the association and shall consist of the President, Vice-President, Secretary, Joint Secretary, Treasurer, Sports Secretary, Media & PR Coordinator, and Ten (10) other Members including at least three lady members. Lady members of the association will continue to be eligible to contest all posts of the Executive Committee. Four (4) other members with minimum two ladies, Four (4) Project Directors and One (1) Legal advisor will be co-opted by the Executive Committee from the members of the association. The legal advisor co-opted should have LLB degree. The outgoing Secretary shall be a member of the Executive Committee, ipso facto as an ex-officio. If the Secretary retains his office one of the association member shall be co-opted as the member of the Executive Committee. The ODA representatives to the Board of Governors of Daly College shall be members of the Executive Committee. The election for Executive committee shall be for 17 post i.e. President, Vice-President, Secretary, Treasurer, Joint Secretary, Sports Secretary, Media & PR Coordinator and Ten (10) members. All the members of the Executive committee, elected or co-opted, shall have voting rights.

In the event of demise, unwillingness to continue, or disqualification for any reason of any Executive Committee member, the vacancy so created will remain unfilled and no ad-hoc appointment, nomination or fresh election will be required. The strength of the Executive Committee will stand reduced accordingly in such a case.

Meetings of the Executive Committee shall be presided over by the President or in his absence by the Vice-President. In

absence of both, the members of the Executive Committee shall elect a Chairman from amongst themselves for the meeting.

Subject to General Meeting being the Supreme Authority governing the Association, the Executive Committee shall exercise the following powers;

- A. All the affairs of the Association shall be conducted by the Executive Committee whose duty it shall be to see that the provisions in the Rules of the Association are complied with by all the members.
- B. The Executive Committee shall have charge of the funds of the Association. It shall sanctioned and control expenditure where necessary and shall supervise and conduct the business of the Association.
- C. The Executive Committee shall meet at least once in every three calendar months or as and when the work so requires to dispose of the business of the Association.
- D. The time and place for such meeting shall be fixed by the President and a notice shall be issued by the Secretary at least 7 (seven) days before the date fixed for the meeting. The agenda for the meeting shall also be circulated along with the notice of the meeting. Minutes of the meeting shall be circulated within 30 days after such meeting.
- E. Ten (10) members shall form a quorum for meeting of the Executive Committee.
- F. The Executive committee, as it deems fit, may hold a meeting to invite views of members aged more than 55 years.

- G. To appoint an employee/s as needed, at an appropriate salary for the functioning of the association.

## **11. Officer Bearers: - Powers and Duties:**

- A. **President:** - The President shall be the Chairman of the Executive Committee and shall direct all transactions with the assistance of the Executive Committee, and it shall be his duty to preside at all the meetings of the Association and Executive Committee.
- B. **Vice President:** - The vice-president shall discharge the functions of the President in his absence and only as authorized by the President in that behalf.
- C. **Honorary Secretary:** - The Secretary shall:
  - 1. With the consent of the President convene meeting of the Association or of the Executive Committee whenever required.
  - 2. Cause minutes of all meetings of the Association and Executive Committee to be correctly recorded, confirmed and kept.
  - 3. Exercise general control over all the matters relating to the Association.
  - 4. Be empowered to incur petty and sport activities expenses as approved by General Meeting
  - 5. Perform such other duties as may be necessary for the proper and efficient working of the Association.

**D. Joint Secretary**

The Joint Secretary shall discharge the duties of the Secretary in his/her absence and only as authorized by the Secretary in that behalf.

**E. Honorary Treasurer:**

1. Collect all funds due and payable to the Association and report to the Executive Committee on all the financial matters.
2. Prepare the annual budget in consultation with the Secretary, get it approved by the Executive Committee.
3. Make up annual statement of accounts and place them before the Annual General Meeting.
4. Disburse the funds of the Association according to the directions of the Executive Committee as approved/ allotted by the General Meeting.
5. Make payments to the employee/s of the association from the funds of the association.
6. Keep a roll of all members and from time to time amend and correct the same.

**F. Sports Secretary:-**

The sport secretary shall:-

1. Be responsible to plan and execute all the sports activities for and on behalf of the Association as approved by the Executive Committee.

2. Shall co-ordinate with Daly College administration for conducting the sports activities in the Daly College Campus.
3. To collect funds and sponsors for the sports activities and hand over the funds to treasurer.

**G. Media and Public Relation Coordinator**

The media and public relation coordinator shall:-

1. Be responsible to coordinate with admin of website, social media pages and mobile application of the association.
2. Approve and finalize the contents to be posted on Website, Mobile application and Social Media on behalf of the Association with approval of the President and Secretary.

**12. Tenure of Office:**

The Office Bearers and members of the Executive Committee shall vacate office at the expiry of a period of three years from the date of their election provided that they shall continue to hold office until the next Executive Committee has taken over charge from them.

**13. Social Work by Association:-**

The funds allocated by the General Meeting for any social work or activities shall be utilized only with the Social Work carried out by Daly College and such social activities shall also be conducted in co-ordination and association with the Daly College.

**14. Funds:-**

The funds of the Association shall be kept in a First Class Bank of repute as per instructions of the General Meeting and shall be withdrawn under the joint signature of the Secretary and Treasurer or the Joint Secretary in absence of the Secretary.

**15.** These Rules may only be changed or modified or abrogated at a General Meeting by a resolution carried by a majority of at least two-third of the votes recorded at the meeting. Proposals for any alteration in the Rules of the Association must reach the Secretary at least 2 (two) weeks preceding the General Meeting at which they are to be considered. All such proposal shall form a part of the agenda of the meeting.

**16.** Rules for Election of Representatives of the Association to the Daly College Board of Governors -  
Representatives to the Board of Governors shall be elected and such elections shall be conducted by the Daly College, in conformity with the constitution of the Daly College, Indore. The Principal shall be the Election Officer and he, along with the Secretary and Treasurer of the Association shall maintain an up to date list of the Life Members of the Association.

**Rules for Election of the Office-Bearers and Members of the Executive Committee of the Association.**

(a) Election will be held for the office-bearers and members of the Executive Committee before the expiry of 3 (three) years term of the previous Executive Committee.

(b)

(b) First, the upto date list of life members (the Electoral List) will be kept available for inspection to all members and nominations for the various posts will be invited, only proposed and seconded by other members with the consent of the candidate. "Three weeks" time will be allotted for this. All nomination forms shall be accompanied by a non-refundable amount as decided by the General Meeting by way of Cash / DD in favour of the Association.

(c) A period of 7 (seven) days will be given for withdrawal of nominations after the last date of receipt of nominations.

(d) Ballot papers containing the names of contesting candidates shall be circulated to members residing out of Indore by Registered A/d. in order to send their ballots within 4(four) weeks.

(e) Members of the Association residing within the Municipallimits of Indore shall come to the polling booth and cast their vote personally with any valid ID proof given by Government of India.

(f) The last date of receipt of the outstation ballots shall be the same as the date of polling by the Indore members at the Daly College, Indore but latest by 12:00 noon.

(g) The Principal of the Daly College and the Secretary of the Association shall be the Election Office-bearers. If the Secretary is one of the candidates, he shall not be an Election Officer. Instead 2 (two) members of the Association as decided by the Executive Committee of the Association will act as substitutes.

(h) A member of the association, aggrieved by any act or decision of the Executive Committee or the association will have to move an application before the Registrar of Societies before he/she can move court.

#### Bank Account-

The Association shall open its account in any Scheduled Bank. Any transaction in this account shall be done only when such instrument is signed jointly by the President or Secretary/ Joint Secretary and Treasurer of the Association. The Association may also allow the operation of account by any other member as decided by it in Annual Meeting

#### Information sent to The Registrar of Society-

Returns under Rule 27 of Society Act, shall be filed within 45 day of the Annual General Meeting in the prescribed format along with executive members list. Audited Account shall also be filed under Rule 28.

#### Amendment-

The General Body may, after considering the views of the Governing Body amend or alter by a Two Third majority of the members present and voting in a meeting called expressly for this purpose after giving 15 days' notice if it is deemed necessary, in the interest of the Association. The Registrar of the Association shall amend the Bye Laws of the Association and that shall be accepted to its members.

#### Dissolution-

If dissolution of the Association is decided upon a three-fifth majority of the General Body called for this purpose and after satisfying all just dues and debts of the Association, properties or

assets are left behind, the same shall in no case be handed over or given to any of the members of the Association but shall be given or transferred to another institution or society as per procedure laid down under the Society Registration Act.

#### Assets-

All immovable and movable assets of the Association will be held in the name of the Association. Immovable assets of the society will not be sold, donated or otherwise transferred without the prior written approval of the Registrar of Society.

#### Disputes and legal Proceedings-

If there is any dispute in the Society, The President of the General Body would have the power to resolve it. If the members are not satisfied, the members can refer the matter to the Registrar of Society. The decision of the Registrar of society shall be final and acceptable.

#### Meeting Called by the Registrar

If the Annual Meeting is not called in accordance with this bye-laws, The Registrar of Society is empowered to call such meeting.