



MEMORANDUM OF ASSOCIATION

Rules and Regulations

of





Alumni Association of Patrician College of Arts and Science

26, Canal Bank Road, Adyar, Chennai 600 020




1. The name of the Society shall be 'Alumni Association of Patrician College of Arts and Science'
2. The Office of the Association shall be at Patrician College of Arts and Science, Adyar, Chennai 600 020
3. The date of formation of the Association will be *03.04.2023*
4. Working hours: 10 a.m. to 5 p.m.
5. The objectives for which the Association is established are:
 - a. To bring the Alumni of Patrician College of Arts and Science under one forum for the dissemination and sharing of experience with students of the college.
 - b. Provide a variety of benefits and services that help Alumni maintain connections to their Alma Mater and fellow graduates.
 - c. To organise, conduct seminars, conference, social events, publish newsletters or magazines among students, faculty, members of the Association and in society at large.
 - d. To contribute to the College Delany Scholarship Fund.
 - e. To conduct and a sponsor career guidance programme interviews for job/ Higher Education.
 - f. To educate, train and assist financially backward students of Patrician College of Arts and Science and the wards of non – teaching staff.
 - g. To promote Sports activities, games and health education.
 - h. To assist differently abled students with appropriate aids, counselling and special sessions.
 - i. To mobilize funds for charitable purposes including relief for the poor, medical relief fund and scholarship irrespective of caste, colour and creed.
 - j. To devise and implement measures and schemes for the welfare of the staff / employees of the Institutions and personnel engaged in the administration and management of the Association.





- k. To mobilise funds through membership / contributions / fund raising through carnivals / fetes / entertainment shows and through other legal means for the furtherance of the objectives of the association and the activities of the college.
- l. The Association shall make legitimate payment to any executive member, person(s) employed by the Association or any other person(s) for service(s) rendered to the Association.
- m. The names, designations, occupations, address of the First members of the Governing Body of the Association, to whom by its Rules and Regulations its management is entrusted are as follows:

S N	Name	Designation	Occupation	Date of Joining	Address / Contact Details / Phone No/ Email ID	Photos
1.	Bro. Dr.A.Stanislaus	President	Director Patrician College of Arts and Science	20/03/ 2023	Patrician College of Arts and Science, Canal Bank Road, Gandhi Nagar, Adyar, Chennai 600 020 8800708768 director@patriciancollege.ac.in	
2.	Mrs. Keerthi Logesh	Vice-President	Managing Director Jesh Kids	0/03/2 023	56, G2 Prince Apartments, Ponnankinaru Street, Villivakkam, Chennai 600 049 8973592167 jeshkids@gmail.com	
3	Mr. Ahamed Rasool	Secretary	Asst..Professor Dept. of Electronic Media Patrician College of Arts and Science	20/03/ 2023	Patrician College of Arts and Science, Canal Bank Road, Gandhi Nagar, Adyar, Chennai 600 020 9884660958 ahamedrasool@patriciancollege.ac.in	
4	Mrs. C. S Gayathri	Joint Secretary	Asst..Professor Dept. of Visual Communication Patrician College of Arts and Science	20/03/ 2023	Patrician College of Arts and Science, Canal Bank Road, Gandhi Nagar, Adyar, Chennai 600 020 9884403905 gayathrics@patriciancollege.ac.in	



5	Mr.V.J. Dilip	Member	Advocate	20/03/2023	53/C30, Woodwarf 2nd Lane Walltax Road,Chennai 600 001 9500635094 dhilip.raj16@gmail.com	
6	Mr.Daniel Felix Joseph Chalke	Vice-President	Asst..Professor Dept. of Management Patrician College of Arts and Science	20/03/2023	Patrician College of Arts and Science, Canal Bank Road, Gandhi Nagar, Adyar,Chennai 600 020 9884647011 danielfjchalke@patriciancollege.ac.in	
7.	Mr.Noel Williams Raj	Treasurer	Business Annai Advertisers	20/03/2023	D6-206, Purva Windermere, Bhavani Amman Koil Street, Pallikaranai, Chennai - 600100. 9884844889 noelwilli24@gmail.com	

8	Ms. Aruna B	Member	Deputy Manager		2, Lal Bahadur Sastri Street, Kanagam, Chennai 600 113 9500135123 aruna.nov93@gmail.com	
9	Ms.E.Saranya	Member	Teacher		1/456, Sainagar 7th Cross Street, Thoraipakkam, 193 Ward Karapakkam, Oggiamthoraiipakkam, Kancheepuram, 600 097 9840488763 saranya.thaniya19@gmail.com	
10	Mr.M.Parthasarathy	Member	CEO Founder		No.74, Mariamman Koil Street, MGR Nagar, Taramani Chennai 600 113 9884777171 partha@vingsfire.com	

6. **Suits:** The Association shall sue or to be sued in the name of the Secretary of the Association



7. Membership

- a) The members of the Association shall consist of:

All degree holders and the teaching faculty of the Patrician College of Arts and Science with more than 5 years of experience are eligible to become the members of the association by paying Rs.500/- as membership fee. The membership fee mentioned will be minimum and the members can also contribute more based on individual choice.

- b) The members of the Association shall be only Members not owners.

- c) Every member of the Association shall be bound by the memorandum of the Association and all the rules and regulations of the Association herein stated together with the rules and regulations, by – laws framed or decisions made by the Association from time to time in general or special meetings of by the Executive Committee members which can accept or reject the members of the Association without any explanation or any prior notice.

- d) The admission of membership shall be at the absolute discretion of the Governing body.

- e) Membership of the Association shall terminate,

- i) Automatically, on the death of a member
- ii) Voluntarily, on his resignation of the membership
- iii) Involuntarily, on termination of his membership by Governing body by resolution duly passed by a majority vote, should such a course, in the absolute discretion of the Governing Body be deemed necessary and expedient in the interest of the Association.

- f) All the members shall notify their change of address to the Secretary of the Association within a month of such change.

- g) Any member of the Governing Body who absents himself for three consecutive meetings of the General Body without leave of absence may be removed from the General Body. He/she can be back to the Association after paying the membership fee.

8. The Annual General Body Meeting:

The Executive Committee members shall convene the Annual General Body Meeting of all the members once every year on or before 30th September and the agenda therefore shall be:

- a) To receive the Executive Committee members report, consider and adopt it in regard to the administration of the Association, to inspect the respective lists of the members of the Governing Body and the Association.
- b) To receive and pass the audited Income and Expenditure Account and the Balance Sheet of the Association for the year ended 31st March preceding the meeting.
- c) To appoint an auditor and fix his remuneration.
- d) To elect the Executive Members.

9. Notice:

- a) Notices of all the meeting giving the place, venue date and time shall be sent by the Secretary to the registered addresses/ internet sources/ emails/ whatsapp messages, of the members with an agenda for the meeting atleast seven days before the date of meeting and if it is an Annual General Body Meeting 21 days of notice to be sent to all members.
- b) The notice shall be affixed to the Notice Board of the Association.
- c) An accidental delay in receipt of the notice by one or more members shall not render the meeting void.

10. Executive Committee, Its Members and their Duties

- a) The affairs of the Association shall be managed, controlled and administered by the Executive Committee consisting of a President, One Vice President, one Secretary, one Joint Secretary, one Treasurer and 5 other members, total of 10 Executive members.
- b) All properties of the Association, movable and immovable, whether existing at the time of registration of the Association or later acquired, shall be vested in the Executive Committee for the time being and all documents



relating thereto affecting such property shall be taken and shall stand and be deemed to stand in the name of the Association. All documents relating to the properties of the Association shall be executed for and behalf of the Society, by the President or in his absence by the member of the Executive committee whosoever is authorised by resolution duly passed for the purpose.

- c) The President, Vice President, Secretary, Joint Secretary and the Treasurer shall be designated as Office Bearers.
- d) The President shall be the Brother Director / Secretary of the Patrician College of Arts and Science and the Joint Secretary shall be the Faculty Alumni Coordinator of Patrician College of Arts and Science who shall be an ex- officio members of the Governing Body so long they hold their respective office and other Executive Committee members will be elected by the Annual General Body Meeting who hold office for a period of Three years.
- e) To Elect the Executive Committee members of the Governing Body an Election Committee shall be constituted with one convener and 4 members appointed by the Executive Committee.
- f) All the outgoing Executive Committee members are eligible for re-election. No Member is eligible to become a member of the Executive Committee for more than two consecutive terms, except if the General Body of the Association at the Annual General meeting so thinks it necessary.
- g) In case any member of the Executive Committee is absent for three consecutive meetings he /she shall automatically stand removed from the Executive Committee and the Executive Committee shall co-opt in his / her place some member, till the end of the next annual General Body meeting. This however, shall not apply to the ex officio members.
- h) The executive committee shall maintain every year a corrected or amended:
 - i. List of the Members of the Association together with their names, phone numbers, Aadhar Nos and address
 - ii. List of the Members of the Governing Body up to date
 - iii. Register of accounts relating to the Association, annually audited.



- i) A resolution in writing signed by circulation by the majority of the members of the executive committee shall be a valid and effectual as if the same had been passed at the meeting of the said executive committee regularly convened and held. Such resolution shall be ratified at the subsequent executive committee meeting.

11.Meeting of the Executive Committee Members

The Governing Body shall meet as often as the exigencies of circumstances required, or in any event, once in three months at such times and places as the President or Vice President may from time to time determine. Five members present shall form the quorum of the meeting.

12.Voting

A resolution put to vote shall be decided on by show of hands unless a poll is demanded by atleast five members present. At every meeting of the association, each member present shall have one vote. In case of a tie, the President/ the Chairman of the meeting shall exercise his/her casting vote.

13.Quorum

Five elected members shall form a quorum for any meeting of the Association. The quorum of the Annual General Body Meeting shall be one third of the members. If the minimum quorum one third members are not present at the Annual General Body Meeting it can be adjourned one hour later at the same venue. On such an adjourned Annual General Body Meeting a minimum quorum will not be insisted, however a minimum of seven members recommended.

14. Common Seal

The Association shall have a common seal which shall be in the custody of the Joint Secretary, at the Alumni Office.

15. Extra – ordinary General or Special Meeting

- a. Extra – ordinary or special meetings may be called by the President or Vice President as often as the exigencies of circumstances require, to consider emergent matters and problems which cannot wait or be put off till the Annual General Meetings
- b. If 25 or more members send a requisition to the President or Vice President in writing requesting them to convene an Extraordinary General Body Meeting to consider important matters as they think necessary, it should be considered by the President / Vice President and shall be convened within one month.

16. Duties of the Officer Bearers

a. President

All the meetings of the Association or Governing Body shall be presided over by the President, in his absence by the Vice President and in the absence of both by the person chosen as the Chairman by the members of the Governing Body of the Association present.

b. Vice President

In the absence of the President, the Vice President shall exercise the powers of the President.

c. Secretary

- i) The Secretary shall carry on all correspondence relating to the Association and of the Executive Committee members according to the rules and regulations of the Association and by - laws
- ii) The Secretary shall maintain and submit to the Registrar of Societies all such records annual or other statements which are specified in the Tamil Nadu Registration of Societies Act and the Rules
- iii) He/she shall issue notice of meetings and maintain records of the minutes of all such meetings.



- iv) Form No. 6 (the members of the Association, their names) Profession, Contact numbers and address list and Form VII (any change in the Governing Body members should be filed to the Registrar.

d. Joint Secretary

He/ she will assist the Secretary, to act in the absence of the Secretary in consultation with the President and the Executive Committee.

e. Treasurer

- a. The Treasurer jointly with the President and Secretary or one of the Office Bearers as decided by the Governing Body shall have power to operate the Association Bank account(s) of the Association.
- b. The Treasurer shall maintain records of the receipts and disbursements and prepare the annual accounts of the Association, have them audited by the auditor duly appointed by the Annual General Body and submit the audited accounts and the balance sheet for each financial year for the approval of Annual General Body Meeting.
- c. Filing of returns
Under Tamil Nadu Societies Registration Rules and Regulations all the statements and records should be prepared in time together with fees and submitted to the society Registrar and they should be filed before the Registrar.
- d. Proper Books of Accounts to be maintained such as cash book, Receipt book, voucher file, monthly income and expenditure registers, letter file, minute book and members Register.

17. Alteration of the Memorandum of Articles:

The memorandum of Association and its Rules and Regulations may from time to time be altered modified, revoked or re- enacted which are not contrary to the latter and the spirit of the Association's memorandum, by a majority of 3/5 of the members of the Association present or 30 members



forming the quorum for a meeting at the General Body Meeting/Extraordinary General Body Meeting convened for the purpose.

18. Supplies of Copies of By-Laws, etc.

Executive committee shall supply any member on application and payment of Rs 200/- per document.

- a) Its By-laws
- b) Receipts and expenditure account
- c) Balance Sheet.

19. Dissolutions

The Association may be dissolved at a General Body Meeting convened for the purpose by a majority of at least 3/5 members present, in person or by proxy, and thereupon the affairs shall be adjusted as specially provided for under the Act.

Save and except as provided herein in all other respects and matters not provided for herein, the provisions of the Societies Registration Act shall be applicable.

We, the undersigned hereby certify that the copy is a true and correct copy of the Rules and Regulations of “the Alumni Association of Patrician College of Arts and Science.”

Certified that the above persons signed in my presence.

Office bearers and Members



BYE-LAWS

Signatures to the Memorandum hereby certify that the Byelaws is the correct copy.

S.No	Member's Name	Occupation	Address	Signature
1.	STANISLAUS A	Director and Secretary	26, Canal Bank Road, Adyar, Chennai., Adayar (Part 1)[URBAN], Guindy Taluk, Chennai District, Tamil Nadu, Pincode - 600020, India	
2.	KEERTHI LOGESH	Education Institution	No 56, G2. Prince Apartment, ponnankinaru street, villivakkam, Villivakkam[URBAN], Aminjikarai Taluk, Chennai District, Tamil Nadu, Pincode - 600049, India	
3.	S AHAMED RASOOL	Employee	plot 10. part2, vgp layout, 4th main road, palavakam, PALAVAKAM, Sholinganallur Taluk, Chennai District, Tamil Nadu, Pincode - 600041, India	
4.	NOEL WILLIAMS RAJ	Business	d6-206, purva windermere, bhavani amman koil street, pallikaranai, PALLIKARANAI, Sholinganallur Taluk, Chennai District, Tamil Nadu, Pincode - 600100, India	
5.	E SARANYA	Employee	1/456, sri sai nagar, 7th cross street, thoraipakkam, OKKKIYAM THORAMBAKKA, Sholinganallur Taluk, Chennai District, Tamil Nadu, Pincode - 600097, India	
6.	M PARTHASARATHY	business	praveen vasudeva apartment, no 2, 12th avenue, west mambalam, Mambalam[URBAN], Mambalam Taluk, Chennai District, Tamil Nadu, Pincode - 600087, India	
7.	ARUNA B		no 99 thirumalai nagar, 3rd main road, kolathur, Kolathur[URBAN], Ayanavaram Taluk, Chennai	



			District, Tamil Nadu, Pincode - 600113, India	
8.	V. J. DHILIPRAJ	Advocate	53 C/30 wood wharf, 2nd lane wall tax road, Sowcarpet, Chennai, Tondiarpet (Part 1)[URBAN], Tondiarpet Taluk, Chennai District, Tamil Nadu, Pincode - 600001, India	
9.	DANIEL FELIX JOSEPH CHALKE	Employee	26/1, shanthi street, vetri nagar, Perambur (Part 1)[URBAN], Perambur Taluk, Chennai District, Tamil Nadu, Pincode - 600082, India	
10.	GAYATHRI C S	Employee	56/116, sai nivas apartment, 1st floor, perumal koil street, kottur, Chennai, Kottur[URBAN], Guindy Taluk, Chennai District, Tamil Nadu, Pincode - 600085, India	


Signed in our presence this 24th day of March, 2023.


Name : BRONWEN JOSEPH
Father's Name : R M JOSEPH
Address : J L Flats, 5/500, 2nd cross st, Swaminathan Nagar, Kottivakkam, Chennai, KOTTIVAKKAM, Sholinganallur Taluk, Chennai District, Tamil Nadu, Pincode - 600041, India

Signature :

Signature of Empowered

CERTIFICATE OF REGISTRATION OF SOCIETIES




FORM NO.II
(See Rule 8 of the Tamil Nadu Societies Registration Rules, 1978)
**CERTIFICATE OF REGISTRATION UNDER SECTION 10
OF THE TAMIL NADU SOCIETIES REGISTRATION
ACT,1975 (TAMIL NADU ACT 27 OF 1975)**
CERTIFICATE OF REGISTRATION OF SOCIETIES

Sl. No. SRG/Chennai South/186/2023

I hereby certify that Alumni Association of Patrician College of Arts and Science has this day been registered under the Tamil Nadu Societies Registration Act,1975 (Tamil Nadu Act 27 of 1975).

Given under my hand at Chennai South this 27th day of March, 2023

Date :27-Mar-2023
Station : Chennai South

Digitally Signed by Thiru/ Tmt/ Selvi
Sathiya Priya S
Signature of the Registrar