



Assam College Librarians' Association

(MNC Balika Mahavidyalaya, Nalbari-781335)

Estd. 1973

Regd. No. 164 (1977-78)

Constitution

(Draft: Placed at the General Body Meeting at Kakajan College, December, 2010)

1. Name: The name of this organisation shall be Assam College Librarians' Association, and henceforth it will be mentioned as "Association" (ACLA).

2. Address of the main office of the society: MNC Balika Mahavidyalaya, Nalbari, Assam, Pin: 781335 (The working place of the General Secretary, ACLA will be the address of the Association).

3. Area of operation: Area of operation of the Association shall be the State of Assam.

4. Objective: The aims and objectives of the Association shall be

- a) To strive for and contribute towards the all round development of the Library Services for the spread of education within the state of Assam;
- b) To adopt such means as may be necessary for the development of healthy academic, social and cultural life in the state of Assam;
- c) To promote national integration;
- d) To safeguard the interest of the members of the Association and improve the service condition and status;
- e) To render necessary help to the distressed members of the Association and their families;
- f) To promote study and formulate principles for the expansion of education through library service in the state by holding seminars, publishing bulletins and journals for the purpose;
- g) To enhance ideas and information among the readers with the book world;
- h) To take such steps as may be necessary for the furtherance of the objectives of the Association;
- i) To maintain and keep the Association away from the political involvement.

5. Members:

i. Librarians of the Colleges of Assam under provincialized system are the members of the Association. Each member required to apply for members in a prescribed form with an enrolment fee of Rs 500/- (one time) and an annual membership fee of Rs 300/-. (Every financial year) towards the association.

ii. A member ceased to be a member of the Association unless he/she pay the annual membership fee within the period as prescribed by the executive committee. Such defaulting members shall be eligible to renew his/ her membership by paying a renewal fee of Rs. 50.00 and the annual membership fee along with the arrears.

5 A. Associate Members:

i. Library professional staff holding professional qualification working in any institution/ organization/ association (including colleges of different categories) may opt for Associate membership of ACLA. Their membership will be granted on receipt of individual request in prescribed format with necessary fee.

ii. Associate members are entitled to avail all privileges/ facilities as of Members except (a) holding the post of office bearers in the Executive Committee; and (b) casting of vote for the election to the Executive Committee.

6. Fund of the Association shall be generated from

Enrolment fee;

Annual membership fee;

Donation and grant;

Sale process of the publication; etc.

7. General Body Meeting:

i. The General Body Meeting along with Conference of the Association shall be held once in every calendar year. The date and venue shall be fixed by the Executive Committee. The calendar year means 1st January to 31st December.

ii. The General Body shall be the only body with power to discuss , decide and take action on any matter relating to the interest of the Association, duly placed before it by the executive committee or by any member delegate with due permission of the President.

iii. The Executive Committee is empowered to hold the Emergent General Body Meeting with a minimum of 15 days notification prior to the date of such meeting.

iv. Emergent General Body Meeting may be requisitioned by a minimum of one third valid members. Executive Committee will fix a date of convening such Emergent GB meeting with minimum of 15 days notification prior to the date of such a meeting.

8. Quorum of the General Body Meeting: One tenth of the total valid members of the Association; or twenty five whichever is less will form the quorum.

9. Election procedure of the Executive Committee: Members present in the General Body Meeting will elect the Office Bearers and other members of the Executive Committee of ACLA in the delegate session (Subject Committee Meeting) in every alternate year.

10. Short description of the executive committee

A) There shall be an executive committee consisting of the following Office Bearers and Members.

i. President – 1 (one)

ii. Vice Presidents – 4 (four) one each from affiliating universities of the state

iii. General Secretary – 1 (one)

iv. Organizing Secretary – 1 (one)

v. Assistant Secretaries – 4 (four) one each from affiliating universities of the state

vi. Publicity secretary – 1 (one)

vii. Treasurer – 1 (one)

viii. Members – 9 (7 elected 2 co-opted)

B) The President may be elected from among the senior members or person who shall generally be prominent educationist; if the members of the Association feel the necessity in the interest of the Association. The other Office Bearers will be elected from among the members of the Association;

C) The outgoing General Secretary and Jt.-Secretaries shall be the ex-officio members of the Executive Committee;

D) The Executive Committee shall execute the decision of the GB Meeting.

E) The Executive Committee shall sanction expenditures for the Association.

F) The General Secretary is allowed to keep cash in hand Rs 5000/ for meeting day to day expenditure in consultation with President.

G) The Executive Committee shall take such other means and steps for furtherance of the aims, objects, general policy and discipline of the association.

H) When the Executive Committee feels that any emergent decision is to be taken on any issue which otherwise falls within the powers of General Body, the meeting of which is not due immediately, the Executive Committee shall call an Emergent General Body Meeting and decision of such meeting shall be deemed to be the decision of General Body Meeting.

I) The Executive Committee shall fill-up vacancy of the Office Bearers in the Executive Committee; if occurs; by nominating members from the General Body.

11) Term of the executive body: The term of the Executive Committee will be for two years.

12) Constitution of the Executive Committee: At the Delegate Session of every alternate year of General Body Meeting; the Executive Body shall tender their resignation and a new EC will be formed. There shall be no bar to any Office Bearers or EC members of being re-elected

13) Procedure of the meeting of the executive Body:

i. The General Secretary shall convey the meeting of Executive Body at least once in three months.

ii. The President shall have the power to convey meeting of Executive Body; if the General Secretary fails to do so as desired by the President under extra-ordinary circumstances.

iii. The President, or one of the Vice-President or in their absence; one senior member duly proposed shall preside over the EC meeting.

14) Quorum of the executive body: 10 (ten) members of the executive body shall form quorum of the Executive Committee.

15) Expulsion of the Undesirable members: A member who goes against the Rules and Regulations of the organization will be expelled from the organization by a resolution of the GB Meeting.

16) Auditors:

i. A qualified auditor will be appointed by the executive body for the term of one year who will audit the account of the Association at least once in a year. The audited account shall be passed in the Annual General meeting.

ii. **Accounts:** The fund of the Association shall be deposited to a scheduled bank and be jointly operated by the Treasurer and the General Secretary. Expenditure shall be made in accordance with the rules framed by the Executive Committee.

The Treasurer shall maintain accounts of the Association including receipts and expenditures and shall be jointly responsible with the General Secretary for accounts.

The General Secretary shall submit a report of the achievement, audited accounts and statements assets and liabilities at the next General Body Meeting after approval of the same by the E. C. The Joint Secretary in all matters as entrusted by the Executive Committee will assist the General Secretary.

17) Legal Procedure: According to the provision laid down section 6 of the Societies Registration Act, 1860; the Association may sue or may be sued in the name of President or the General Secretary of the Association.

18) Dissolution: If necessary; the Association may be dissolved and properties remained after dissolution may be handed over according to the provisions laid down in the section 13 and 14 of the Societies, Registration Act XXI of 1960.

(Approved at the EC meeting, ACLA held on Nov 28, 2010 at the MNC College, Nalbari)

Section 5(A) kept in abeyance. Approved in the General Meeting of ACLA held at the Kakajan College, Jorhat held on Dec 3, 2010 with Prof Narendra Lahkar (President, ACLA) in the Chair

Approved



03/12/2010