

VISVA-BHARATI ALUMNI ASSOCIATION

Rules of the Association EXISTING

PRELIMINARY

1. The Association of the Alumni of Visva-Bharati as defined by Visva-Bharati Act, 1951 shall be named as Visva-Bharati Alumni Association, and is hereinafter referred to as the Association.
2. The Head Office of the Association shall be at Santiniketan in the District of Birbhum, West Bengal, within the territorial limits of the University as specified in Visva-Bharati Act, 1951.
3. In these rules, Visva-Bharati shall mean the Institution known as Visva-Bharati incorporated as a University under the Visva-Bharati Act, 1951 (No. XXIX of 1951).
4. 'Year' shall, unless otherwise stated, mean a year from 1st. January to 31st.December, both inclusive.

OBJECTS AND POWERS

5. Objects :
 - a. The objects of Alumni Association shall be (a) to foster a spirit of fellowship among the former students and workers of the University; and (b) to render all assistance for the furtherance of the objects of the University.

Power :

For and in connection with the furtherance of its objects, the Alumni Association shall have Power.

- (a) to accept gifts, donations and benefactions,
- (b) to frame rules and alter, modify and

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Rules of the Association PROPOSED

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OBJECTS AND POWERS

5. Objects :
 - a. The objects of Alumni Association shall be (a) to foster a spirit of fellowship among the former students and workers of the University; (b) to render all assistance for the furtherance of the objects of the University and (c) **members of the advisory body and the executive committee should not engage in overt political activities for any political party**

Power :

For and in connection with the furtherance of its objects, the Alumni Association shall have the following powers :

- (a) to accept gifts, donations and benefactions,
- (b) to frame rules and alter, modify and

- rescind them;
 (c) to organize, establish, carry on and maintain branches of the Association;

- (d) to do all such things as may be conducive or incidental to the objects of the Association.

MEMBERSHIP

6. The following shall be eligible for membership of the Alumni Association on payment, in case of new Members whose names do not appear on the list of Life Members of the Ashramik Sangha of Visva-Bharati Society as on 1st. July, 1951 on Payment of such subscription as membership fee as may be prescribed by Ordinance and upon enrolment as members of the Association they shall enjoy all the privileges of such memberships.

- i. Every person who holds a Degree or Diploma of the University or has successfully completed a course of studies for such a Degree or Diploma.

- rescind them;
 (c) to organize, establish, carry on and maintain branches of the Association;

- (d) **to set up (i) awards of excellence for works of creative activities, (ii) to award grants for creative academic activities to the students and (iii) to award merit-cum means scholarship to students upto undergraduate level.**

- (e) to do all such things as may be conducive or incidental to the objects and rules of the Association.

MEMBERSHIP

6. The following shall be eligible for membership of the Alumni Association, in case of new Members whose names do not appear on the list of Life Members of the *Ashramik Sangha* of Visva-Bharati Society as on 1st. July, 1951, on payment of such subscription as membership fee as may be prescribed by Ordinance subject to conditions imposed under the following proviso and upon enrolment as members of the Association, they shall enjoy all the privileges of such memberships.

- i. Every person whose name appears on the list of the Life Members of the *Ashramik Sangha* of the former Visva-Bharati Society on the 1st July 1951, a copy of which has been deposited with the Central Government.
- ii. All the Degree- recipients of Visva-Bharati (Bachelors, Masters, Doctorate degree-holders) who have spent minimum two years residency period (i.e., on the rolls of the University) at the campus .
- iii. All the recipients of Certificates of passing the School-Certificate Examination of Visva-Bharati spending minimum four

Provided he has been in residence at the University for not less than one academic year and has not been expelled or rusticated by the University.

Residence in the Institution known as Visva-Bharati for at least one academic year immediately before the incorporation of the institution as a University shall be regarded as sufficient compliance with the above Proviso.

- ii. Every person whose name appears on the list of the Life Members of the Ashramik Sangha of the former Visva-Bharati Society on the 1st July 1951 a copy of which has been deposited with the central Govt.
- iii. Any member of the staff of the University on retirement or resignation who has been on the staff for five years or more.
- iv. Every person who has been on the rolls the Visva-Bharati as a whole-time regular student either before or after its incorporation as a University for at least 4 years and has attained 21 years of age.
 - (i) Provided he has not been expelled or rusticated by the University.
 - (ii) Provided also that in the case of a student of the School Sections and the Certificate holder of the Visva-Bharati, he must have obtained a Degree or Diploma of any University or an Institution recognized as such.

years residency period (i.e., on the rolls of the University) at the campus and have obtained a Degree of a Central Government recognized Institution or University of eminence.

- iv. Diploma or Advanced Diploma holders and the recipients of Certificate of passing the Pre-degree Examination of Visva-Bharati spending minimum two years residency period (i.e., on the rolls of the University) and the Certificate holders of Visva-Bharati spending minimum three years residency period at the campus and have obtained a Degree of a Central Government recognized Institution/University of eminence.
- v. Members of the staff of the University on retirement or resignation who have been on the staff for six years or more.

Provided that

- a) Any person who has already become member but does not fall under any category enlisted above, shall no longer be the member of the Association.
- b) Any person who was made to leave the university on bad conduct shall not be eligible for membership.
- c) Any person who is still a bona fide student of a regular course of studies in the University, will not be a member till her/ his studentship ceases.
- d) Submission of false or fabricated document(s) or declaration by a person herself/himself will liable debarment from or termination of her/his membership of the association.

6.A Members shall belong to two classes :

Regular and Honorary.

- a. Regular Members : membership is valid for life on payment of prescribed fee for regular members.
- b. Honorary members : Former students and Employees who have rendered distinguished service to Visva-Bharati provided the three-fifth of the members present have assented in the General Body Meeting of the Association.

6.(B). The Alumni Association shall comprise of :

- (i) Advisory Committee and (ii) elected Executive Committee including its Office-Bearers.

6.(C). **Advisory Committee**

- (i) The Advisory body will have a **General Advisory / Mentor Committee nominated by the Executive Committee** consisting of distinguished Alumni in various fields and shall have members from the University Administration, (e.g. Performing Arts, Visual Art, Science, Humanities, Social Science, Indian Culture, Public Service, Administration, etc.) and **Domain-Advisory Sub-committees** consisting of distinguished Alumni in the specific domain (e.g., Cultural, Science, Literary, Environment, Heritage & Ashrama, Public Service & Development, etc.)
- (ii) The General Advisory Body will be formed by the elected Executive Committee and will guide the elected Office-Bearers of the Alumni Association in policy matters and the Domain – Advisory Sub-committees will advise the elected Office-Bearers of the Alumni Association in the specific domain. The said

Advisory Bodies (General and Domain) may also advise the University Administration in the related issues for the furtherance of the objects of the University and the Ashrama as conceptualised by Gurudeva Rabindranath Tagore and Maharshi Debendranath Tagore.

(iii) However, the Advisory Committee shall desist from participating or advising the University administration in routine matters and day to day affairs.

The University may also seek advise, if necessary, from the said advisory bodies. The advise rendered by these Advisory bodies shall have to be ratified by the Executive Committee at the earliest.

7. The subscription as membership fee for all new members as mentioned in Rule 6 above shall be fee 25/- or such other fee as may hereafter be prescribed from time to time by Ordinance.

7. The subscription as membership fee for all new members as mentioned in Rule 6 above shall be **Rs. 1000/- and US \$ 30.00 for alumni residing abroad** or such other fee as may hereafter be prescribed from time to time by Ordinance.

8. Persons eligible for membership and desiring to be enrolled as members of the Association, shall apply in a prescribed form set out in Appendix 'A' to the Karma-Sachiva (Registrar) of Visva-Bharati (hereinafter called the Karma-Sachiva) to be enrolled as Members of the Association with such particulars as may be required by him together with the requisite subscription.

No person, whose application for enrolment as Member of the Association is received, after Notice Convening a General or Special Meeting of the Members of the Association has been issued, shall be so enrolled until after the said *Meeting* has been concluded.

9. Upon enrolment of any new member the name and address of such member shall be immediately forwarded to the Secretary of the Association by the Karma-Sachiva. Any change in the name and/or address of a member and the termination of his membership shall be forwarded immediately to the Secretary of the Association by the Karma-Sachiva.

(10) (a) The Register kept by the Karma-Sachiva of the Members of the Association shall be conclusive proof as to whether or not a person is a member of the Association.

(b) An up-to-date duplicate of the Register mentioned in Rule 10 (a) above, certified by the Karma-Sachiva as authentic, shall be kept with the Association.

(11) The association at a special Meeting of its Members may on the recommendation of its Executive Committee, remove, any person from membership of the association in case of serious offence involving moral turpitude committed by him, or in case of his being guilty of scandalous conduct, provided that not less than four fifths of the Members present in person at such a

8. Persons eligible for membership and desiring to be enrolled as members of the Association, shall apply online or offline in the prescribed form to the Karma-Sachiva (Registrar) of Visva-Bharati (hereinafter called the Karma-Sachiva) to be enrolled as Members of the Association with such particulars as may be required by him together with the requisite subscription.

No person, whose application for enrolment as Member of the Association is received, after a Notice Convening a General or Special Meeting of the Members of the Association has been issued, shall be so enrolled until after the said *Meeting* has been concluded.

9. Upon enrolment of any new member the name and address of such member shall be immediately forwarded to the Secretary of the Association by the Karma-Sachiva. Any change in the name and/or address of a member and the termination of his membership shall also be forwarded immediately to the Secretary of the Association by the Karma-Sachiva.

10.(a) The Register of the Members of the Association kept by the Karma-Sachiva shall be conclusive proof as to whether or not a person is a member of the Association.

The Karma-Sachiva, on being satisfied that a member has passed away, shall delete the name of such member from the Register of members.

The Karma-Sachiva, shall delete the name of a person who, at a later stage, has been found to be not eligible as member as prescribed in Rule 6.

(b) An up-to-date duplicate of the Register mentioned in Rule 10 (a) above, certified by the Karma-Sachiva as authentic, shall be kept with the Association.

(11) The association at a special Meeting of its Members may, on the recommendation of its Executive Committee, forward the name of any alumnus for removal from membership of the association in case of serious offence involving moral turpitude committed by her/him, or in case of her/his being guilty of scandalous conduct, provided that not less than four-fifths of the

special Meeting decide in favour of such removal.

(12) The Karma-Sachiva shall thereupon strike off the name of the person mentioned in Rule '9 above from membership of the Association from the Register of Members.

MEETINGS

(13) There shall be two kinds of Meeting of the Members of the Association VIZ. (i) general Meeting and (ii) Special Meeting.

(14) The General Meeting of the Members of the Association (hereinafter referred to as the General Meeting) shall be held once a year on a date as near possible to the 7th of Pous according to Bengali Calendar.

(15) At the General Meeting, the following items of business shall be transacted:

(i) Consideration of the Annual Report of the Association for the year prepared under the supervision of the Executive Committee, to be presented by its Secretary and taking of such action thereon as the General Meeting may think fit.

(ii) Consideration of the Annual Receipts and Disbursements Account of the Association for the year to be prepared under the supervision the Executive Committee and audited by qualified Auditor/ Auditor, duly appointed by the Executive Committee for the purpose and to be presented by Treasurer of the Association and taking such action. thereon as may be deemed fit and proper,

(iii) Election of the Office Bearers of the Association and of eight Members other than Ex-Officio Members, to its, Executive Committee.

(iv) Consideration of and taking such action thereon as may be deemed fit and proper, any recommendations made by the Executive Committee of the Association.

(v) Consideration of and taking such action thereon as may be deemed fit and proper, any intended resolution

Members present in person at such a special Meeting decide in favour of such removal.

(12) The Karma-Sachiva shall thereupon consider and may decide to strike off the name of the alumnus mentioned in Rule 9 above from membership of the Association from the Register of Members.

MEETINGS

(13) There shall be two kinds of Meeting of the Members of the Association viz. (i) General Meeting and (ii) Special Meeting.

(14) The General Meeting of the Members of the Association (hereinafter referred to as the General Meeting) shall be held once a year on a date as near possible to the 9th of Pous according to Bengali Calendar.

(15) At the General Meeting in the month of Pous, the following items of business shall be transacted:

(i) Consideration of the Annual Report of the Association for the year prepared under the supervision of the Executive Committee, to be presented by its Secretary and taking of such action thereon as the General Meeting may think fit.

(ii) Consideration of the Annual Receipts and Disbursements Account of the Association for the year to be prepared under the supervision the Executive Committee and audited by qualified Registered Auditor, duly appointed by the Executive Committee for the purpose, and to be presented by Treasurer of the Association and taking such action thereon as may be deemed fit and proper,

(iii) **Declaration of results of election of President,** the Office Bearers of the Association and of eight Members other than Ex-Officio Members, to its Executive Committee.

(iv) Consideration of and taking such action thereon as may be deemed fit and proper, any recommendation(s) made by the Executive Committee of the Association.

(v) Consideration of and taking such action thereon as may be deemed fit and proper, any intended resolution

proposed by one member and seconded by another member, of which notice has been received by the Secretary of the association at least seven days before the date of General Meeting.

(vi) Consideration of and taking such action thereon as may be deemed fit and proper, interpretations intended to be made by any member of which notice has been received by the Secretary of the Association at least seven days before the date of the General Meeting.

(vii) Consideration of and taking such action thereon as may be deemed fit and proper, any other item of business not on the Agenda but allowed by the Chairman of Meeting to be brought forward.

The first General Meeting of the Members of the Association to be held under these rules shall be convened by the Upacharya (Vice Chancellor) of Visva-Bharati.

(16) Any meeting of the Members of the Association called for the purpose of considering and taking action on any matter which does not form such an item of business as to be transacted at the General Meeting shall be called Special Meeting of the Members of the Association (hereinafter referred to as Special Meeting). Special Meeting may be convened at any time.

(17) A Special Meeting shall consider and take action only on such items of business as shall be specified in the Agenda of Business for that Meeting. The Agenda of *Business* for a special Meeting or a Special Meeting by requisition shall be fixed by the Executive Committee of the Association.

(18) A Meeting whether General or Special shall, except as hereinafter provided, be convened by the Secretary of the Association at the direction of the Executive Committee of the Association. but the President of the Association on the advice of the Executive Committee may also convene any such

proposed by one member and seconded by another member, of which notice has been received by the Secretary of the association at least seven days before the date of the General Meeting.

(vi) Consideration of and taking such action thereon as may be deemed fit and proper, interpretations intended to be made by any member of which notice has been received by the Secretary of the Association at least seven days before the date of the General Meeting.

(vii) Consideration of and taking such action thereon as may be deemed fit and proper, any other item of business not on the Agenda but allowed by the Chairman of Meeting to be brought forward.

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(17) A Special Meeting shall consider and take action only on such items of business as shall be specified in the Agenda of Business for that Meeting. The Agenda of *Business* for a special Meeting or a Special Meeting by requisition shall be fixed by the Executive Committee of the Association.

(18) A Meeting whether General or Special shall, except as hereinafter provided, be convened by the Secretary of the Association at the direction of the Executive Committee of the Association but the President of the Association on the advice of the Executive Committee may also convene any such Meeting.

Meeting.

(19) A Special Meeting shall be convened by the Secretary of the Association upon a requisition in writing signed by not less than twenty members of the Association for considering any matter specified in the requisition and for taking such action on it as may be deemed fit and proper.

(20) If within two months of the receipt of the requisition the Secretary of the Association fails to convene the Special Meeting requisitioned, the requisitionists may themselves convene a Special Meeting for transacting any business specified in the requisition.

(21) The election of Representatives from among the Members of the Association to the Samsad (Court) or the Karma-Samiti (Executive Council) of Visva-Bharati shall be conducted by the Upacharya (Vice-Chancellor) of Visva-Bharati or by any Officer thereof authorised by the Upacharya in that behalf as hereinafter provided in rules 33 to 37 inclusive.

(22) All General or Special meetings of the Members of the Association shall be held at Santiniketan in the District of Birbhum in West Bengal.

(23) The President or in his absence, the Vice-President of the Association shall be the Chairman of any Meeting.

(24) If the President or the Vice-President as the case may be, is not present at a meeting, the Members present at such Meeting shall elect a Chairman from among themselves to preside over that Meeting.

(25) The direction of the Chairman at any Meeting as to the procedure to be followed at that Meeting for properly conducting it and the ruling given by him on any point of order raised, shall be finally decisive at that Meeting.

QUORUM

(26) Twenty Members present in person at a Meeting, whether General or Special shall form a quorum.

(19) A Special Meeting shall be convened by the Secretary of the Association upon a requisition in writing signed by not less than one hundred members of the Association for considering any matter specified in the requisition and for taking such action on it as may be deemed fit and proper.

(20) If within two months of the receipt of the requisition the Secretary of the Association fails to convene the Special Meeting requisitioned, the requisitionists may themselves convene a Special Meeting for transacting any business specified in the requisition.

(21) The election of Representatives from among the Members of the Association to the Samsad(Court) and/or the Karma-Samiti (Executive Council) of Visva-Bharati shall be conducted by the Upacharya (Vice-Chancellor) of Visva-Bharati or by any Officer thereof authorised by the Upacharya in that behalf as hereinafter provided in rules **33 to 37** inclusive.

(22) All General or Special Meetings of the Members of the Association shall be held at Santiniketan in the District of Birbhum in West Bengal.

(23) The President or in his absence, the Vice-President of the Association ordinarily residing outside the university area shall have the precedence to chair such a Meeting.

(24) If the President or the Vice-President, as the case may be, is not present at a meeting, the Members present at such Meeting shall elect a Chairperson from among themselves to preside over that Meeting.

(25) The direction of the Chairperson at any Meeting as to the procedure to be followed at that Meeting for properly conducting it and the ruling given by her/him on any point of order raised, shall be finally decisive at that Meeting.

QUORUM

(26) **Hundred** Members present in person at a Meeting, whether General or Special shall form a quorum.

MINUTES

(27) The Secretary or in his absence, the Assistant Secretary of the Association shall keep a proper record of the proceedings of all Meetings of the Association in a Minute Book. If neither the Secretary nor the Assistant Secretary be present at any Meeting the Chairman shall direct any person he thinks fit, to record the proceedings of the Meeting.

(28) Copies of minutes of proceedings of all General and Special Meetings signed by the Chairman of the Meeting, shall be forwarded to the Karma-Sachiva for the record of his office.

NOTICE OF MEETINGS

(29) Not less than twenty one days' notice (excluding the date of posting the Notice and the date on which the Meeting is to be held) shall be required for convening any Meeting whether General or Special. The Notice shall be accompanied by an Agenda of Business for the Meeting drawn up under the direction of the Executive Committee of the Association.

(30) Notice posted to a Member of the Association at his address as recorded in the Register of Members of the Association kept by the Karma-Sachiva shall be valid.

VOTING

(32) Except as hereinafter provided, casting of Vote by Members present at any Meeting shall be by show of hand, but shall be by ballot if twenty Members present in person at the Meeting demand a ballot.

MINUTES

(27) The Secretary or in his absence, the Assistant Secretary of the Association shall keep a proper record of the proceedings of all Meetings of the Association in a Minute Book. If neither the Secretary nor the Assistant Secretary be present at any Meeting, the Chairperson shall direct any person she/he thinks fit, to record the proceedings of the Meeting.

(28) Copies of minutes of proceedings of all General and Special Meetings signed by the Chairperson of the Meeting, shall be forwarded to the Karma-Sachiva for the record of his office.

NOTICE OF MEETINGS

(29) Not less than fifteen days' notice (excluding the date of posting the Notice and the date on which the meeting is to be held) shall be required for convening any General Meeting. A Special Meeting may be convened at 24 hours' notice. The Notice shall be accompanied by an Agenda of Business for the Meeting drawn up under the direction of the Executive Committee of the Association.

(30) Notice (Electronic or postal) posted to a Member of the Association at his address as recorded in the Register of Members of the Association kept by the Karma-Sachiva shall be valid.

(31) Certificate of posting and/or communication in electronic form including e-mail shall be, in case of a dispute, conclusive proof that the Notice has been posted on the date appearing on the Certificate or in the electronic communication and thereupon the Notice shall be deemed to have reached the Member of the Association to whom it has been addressed.

VOTING

(32) Except as hereinafter provided, casting of Vote by Members present at any Meeting **shall be by show of hand, but** in case of elections, shall be by ballot and/or online voting. **This shall apply to the election of Office Bearers and of representatives to Statutory Bodies of the University.**

(33) Where any vacancy occurs among the Representatives of the Association to the Samsad (Court) and/or Karma-Samiti (Executive Council) of Visva-Bharati, the Vice-Chancellor shall issue an order in writing directing the Karma-Sachiva to call upon the Members of the Association to elect the required number of Representatives to the Samsad (Court), and/or Karma-Samiti (Executive Council) of Visva-Bharati and shall fix the date on which the Poll shall be taken.

(34)(A) The Vice-Chancellor shall have power not prior to three months before the vacancy occurs, to direct the holding of an election in anticipation of vacancies that are about to occur owing to efflux of time.

Election to fill vacancies shall take effect in case of anticipatory elections, from the date of concurrence of the vacancy, and in other cases from the date of declaration of the result of the election.

(34)(B) Not less than 30 days before the election day the Vice-Chancellor shall by an order in writing fix :

(a) the last date for making nominations, which date shall not be less than 20 days before the election day;

(b) the date, for scrutiny of nominations, which shall be date of not later than the third day after the last date of making nominations; and

(c) the last date for the withdrawal of candidates, which date shall be the seventh day after the date of scrutiny of nominations.

(2) On the issue of the aforesaid order, the Karma-Sachiva shall forthwith give notice to the members of the Association of the intended election in the form in Appendix 'B' to these rules inviting nominations of candidates for election to the Samsad (Court) and/or Karma-Samiti (Executive Council), and specifying the dates fixed in the order ,for making nominations and the scrutiny of nominations and the date of withdrawal as well as the date of Poll and the time and place at which and the person to whom the nomination papers are to be delivered.

(33) Where any vacancy occurs among the Representatives of the Association to the Samsad (Court) and/or Karma-Samiti (Executive Council) of Visva-Bharati, the Upacharya shall issue an order in writing advising the Karma-Sachiva to call upon the Members of the Association to elect the required number of Representatives to the Samsad (Court), and/or Karma-Samiti (Executive Council) of Visva-Bharati and shall fix the date on which the Poll shall be taken.

(34)(A) The Upacharya shall have power not prior to three months before the vacancy occurs, to direct the holding of an election in anticipation of vacancies that are about to occur owing to efflux of time.

Election to fill vacancies shall take effect in case of anticipatory elections, from the date of occurrence of the vacancy, and in other cases from the date of declaration of the result of the election.

(34)(B)(1). Not less than 45 days before the election day the Vice-Chancellor shall by an order in writing fix :

(a) the last date for making nominations, which date shall not be less than 30 days before the election day;

(b) the date, for scrutiny of nominations, which shall be a date not later than the third day after the last date of making nominations; and

(c) the last date for the withdrawal of candidates, shall be the seventh day after the date of scrutiny of nominations.

(2). On the issue of the aforesaid order, the Karma-Sachiva shall forthwith give notice to the members of the Association of the intended election in the prescribed form (including electronic form) to these rules inviting nominations of candidates for election to the *Samsad* (Court) and/or Karma-Samiti (Executive Council), and specifying the dates fixed in the order, for making nominations(including electronic form) and the scrutiny of nominations and the date of withdrawal as well as the date of Poll and the time and mode in which and the person to whom the nomination papers (including electronic form) are to be delivered. The notice referred to above shall be accompanied by a nomination paper in the prescribed form

(3) For the purpose of these elections Karma Sachiva or such other person as the Vice-Chancellor may appoint shall be the Returning Officer.

(4) The Returning Officer shall be responsible for the proper conduct of the elections, and shall perform the duties assigned to him under these Rules.

(34)(C)(i). Any Member of the Association may be nominated as a candidate whose name occurs in the Register kept by the Karma-Sachiva under Rule 10.

(ii) On or before the date fixed under clause (a) of paragraph (1) of Rule 34(B) each candidate for election shall deliver or cause to be delivered to the Returning Officer a nomination paper in the Form in Appendix 'C' annexed to these Rules between 11 A. M. and 5 P. M.

(iii) No nomination paper shall be valid unless it is signed by the candidate as assenting to the nomination and by one other Member of the Association as proposer.

(34)(D) On the day fixed under clause (b) of paragraph (1) of Rule 34(B) the Returning Officer shall scrutinise the nomination paper in the presence of candidates or their authorised agents if they appear and publish the list of candidates whose nominations are found to be valid in his office together with the last date of withdrawal fixed under clause (c) of the same paragraph.

(34)(E) Any candidate whose name appears in the list may withdraw his candidature by a notice in writing in the Form in Appendix 'D' annexed to these Rules signed by him and delivered to the Returning Officer within the time fixed under clause (c) of paragraph (1) of Rule 34(B).

The signature on the withdrawal form shall be affixed in the presence of, and attested in the manner provided hereinafter Rule 34(J)2.

(including electronic form) and notified on his office Notice Board, circulated to various offices of the University and on the University website.

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(4) The Returning Officer shall be responsible for the proper conduct of the elections, and shall perform the duties assigned to him under these Rules.

(34)(C)(i). Any Member of the Association may be nominated as a candidate whose name occurs in the Register kept by the Karma-Sachiva under Rule 10.

(ii) On or before the date fixed under clause (a) of paragraph (1) of Rule 34(B) each candidate for election shall deliver or cause to be delivered to the Returning Officer a nomination paper(including electronic form) in the prescribed Form between 11 A. M. and 5 P. M. IST.

(iii) No nomination paper shall be valid unless it is signed by the candidate as assenting to the nomination and by one other Member of the Association as proposer **as well as a one-page short Bio-data**. An electronic version of such a nomination paper shall also be accepted.

(34)(D) On the day fixed under clause (b) of paragraph (1) of Rule 34(B) the Returning Officer shall scrutinise the nomination paper in the presence of candidates or their authorised agents if they appear and publish the list of candidates whose nominations are found to be valid in his office together with the last date of withdrawal fixed under clause (c) of the same paragraph. A notification on the designated website shall be mandatory.

(34)(E) Any candidate whose name appears in the list may withdraw his candidature by a notice in writing(including electronic form) in the prescribed Form signed by him and delivered to the Returning Officer within the time fixed under clause (c) of paragraph (1) of Rule 34(B).

The signature on the withdrawal form shall be affixed in the presence of and attested in the manner provided hereinafter Rule 34(J)2. However, in the case of submission of withdrawal in electronic form it is not necessary.

CONDUCT OF ELECTIONS

(34F) Subject to the provisions in the Rules

(1) If the number of candidates from the Association whose nominations are found to be valid and who have not withdrawn equal to the number of persons to be elected the Returning Officer shall declare the candidates duly elected.

(2) If the number of such candidates is less than the number of persons to be elected. the Returning Officer shall declare all such candidates to be elected, and the Vice-Chancellor shall thereafter issue an order directing the Karma-Sachiva to call upon member of the Association to elect a person or persons to fill the remaining seat or seats in the manner prescribed above on such date as may fix and specify in the order.

(3) If the number of such candidates exceeds the number of persons to be elected the Returning Officer shall forthwith publish in his office a list of the candidates in alphabetical order, and a Poll shall be taken.

Voting at election of Representatives to the Samsad (Court) and/or Karma-Samiti (Executive Council)

(34)(G) When a Poll is required to be taken for the election of representative to the Samsad (Court) and/or Karma-Samiti (Executive Council) it shall be by Physical appearance of the member and submission of their Personal Ballot.

34.(H) 1). The Returning Officer shall conduct the election on the day fixed with the help of Election Officers as appointed for that purpose.

(2). There shall be two Booths : One at Kolkata (Grantha Vibhaga) and one at Santiniketan.

(3). There shall be no symbols in the ballot used for the purpose of election. The Ballot will contain the names of the contesting candidates.

CONDUCT OF ELECTIONS

(34F) Subject to the provisions in the Rules

(1) If the number of candidates from the Association whose nominations are found to be valid and who have not withdrawn, is equal to the number of persons to be elected the Returning Officer shall declare the candidates duly elected.

(2) If the number of such candidates is less than the number of persons to be elected. the Returning Officer shall declare all such candidates to be elected, and the Vice-Chancellor shall thereafter issue an order directing the Karma-Sachiva to call upon members of the Association to elect a person or persons to fill the remaining seat or seats in the manner prescribed above on such date as may be fixed and specified in the order.

(3) If the number of such candidates exceeds the number of persons to be elected the Returning Officer shall forthwith publish the list of contesting candidates in his office and on the designated website along with short bio-data of the candidates, a list of the candidates in alphabetical order, and a Poll (including electronic form) shall be taken.

Voting at election of Representatives to the Samsad (Court) and/or Karma-Samiti (Executive Council)

(34)(G) When a Poll is required to be taken for the election of representative to the Samsad (Court) and/or Karma-Samiti (Executive Council) it shall be in the electronic form and /or by physical appearance and submission of the personal ballots.

34.(H) 1). As soon as may be after the publication of the list of candidates under paragraph 3 of Rule. 34(F) but not less than 14 days before the election day the Returning Officer shall call upon, through a notice at his office Notice Board in printed form and on the designated website, all the bona fide members of the association whose name appears in the said Register on the date of notice issued by the Karma-Sachiva under the rule (34)(B)(2), to cast their votes, on the date of Polling at specified Indian Standard Time, on the ballot paper in the

prescribed Form. He shall enter on the counterfoil of each such ballot paper the name of the elector (however, in electronic mode of voting, it is not necessary). The ballot paper shall be in the same language as the said Register, and the names of candidates shall be printed on the ballot paper in the same order in which their names appear in the list published under paragraph (3) of Rule 34(F).

2). The Returning Officer shall conduct the election on the day fixed with the help of Election Officers as appointed for the purpose.

3). There shall be two booths for Voting : one at Santiniketan and another in Kolkata (Granthana Vibhaga).

4). There shall not be any symbol in the ballot used for the purpose of election. The ballot will contain the names of the contesting candidates.

(34)(I) (1) No person who *is* not registered *in* the Register mentioned in Rule 10(A), containing the list of members shall be entitled to vote.

(2) No person shall be entitled to Vote if he has been adjudged by a Court of Law to be of unsound mind or convicted for an offence involving moral turpitude.

(3) No person shall be entitled to vote if he is confined in a prison or in the lawful custody of the police, provided that nothing in this paragraph shall apply to a person subjected to preventive detention under any law for the time being in force.

(4) Every person whose name appears in the Register mentioned in Rule 10(A), containing the list of members shall be entitled to *vote* subject to the provisions of these Rules.

(5) Every voter shall have as many votes as there are persons to be elected but shall not have the right to record more than one vote in favour of one candidate.

(34)(J) (1) Every voter on receiving his ballot paper on the date of election shall cast their vote thereon in accordance with the instructions on the ballot paper and shall then drop it in the

(34)(I) (1) No person who *is* not registered *in* the Register mentioned in Rule 10(A), containing the list of members shall be entitled to vote.

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(4) Every person whose name appears in the Register mentioned in Rule 10(A), containing the list of members shall be entitled to *vote* subject to the provisions of these Rules.

(5) Every voter shall have as many votes as there are persons to be elected but shall not have the right to record more than one vote in favour of one candidate.

(34)(J) (1) Every voter on receiving his ballot paper shall, if he desires to vote, record his vote thereon in accordance with the instructions on the ballot paper and drop it inside the ballot box kept

respective ballot box.

(2) An Alumni member should appear in person with a valid Identity Card (e.g., Election Photo Identity Card, PAN Card, Driving License, etc.) for being eligible to cast his vote.

at the polling booths not later than 5.00 P.M. IST on the election day.

However, in electronic form of voting, votes shall be cast by the voter, in accordance with the instructions provided on the electronic platform of the designated website not later than 5.00 P.M. IST on the election day..

(2)(i) At the polling booth, an elector shall produce at least one of the following original photo-identity proof documents to the entrusted Election Officer of the polling booth :

- a) Electoral Photo Identity Card issued by the Election Commission of India;
- b) Adhaar Card;
- c) PAN Card issued by the Income Tax Department, Government of India;
- d) Photo-Identity Card of the Visva-Bharati Alumni Association;
- e) Passport
- f) Any other Photo-Identity Card as may be decided by the Returning Officer to prove the identity of the elector.

The elector shall also put her/his full signature on the 'marked copy' of the Register of the Electors at the polling booth.

(ii) An Elector desirous of casting votes in Kolkata, must request the Returning Officer through e-mail or by postal mail so that the request reaches the Returning Officer at least 7(seven) days prior to the notified date of Polling.

In such case, the Returning Officer shall mark the letter 'K' and put his signature (initial) at the left side of the name of the elector in the Register of electors/ electors' list and he shall thereafter send such marked list to the polling booths for voting on the notified polling date in order to debar an elector from casting double/multiple votes.

(iii) In case of electronic mode of voting, the elector shall make use of the valid password to cast her/his vote but she/he must have expressed her/his desire to cast vote electronically at least 7(seven) days prior to the notified date of polling.

In such case, the Returning Officer shall mark the letter 'E' and put his signature (initial) at the left side of the name of the elector in the Register of electors/ electors' list and he shall thereafter send such marked list to the polling booths for voting on the notified polling date in order to debar an

elector from casting double/multiple votes.

(3) Immediately after the close of poll, the designated Election Officer in Charge of each of the Polling Booth shall ensure:

(i) proper sealing of the ballot box(es), marked copies of Register of Electors and all other records to be used in connection with Counting of Votes;

(ii) putting his signature and obtaining the signature(s) of the contesting candidates or their Election Agents present during close of poll on the ballot box(es) and other covers;

(iii) immediate submission of all the above records and materials to the Returning Officer for safe custody.

(4) Immediately after the close of poll at specified Indian Standard Time, the designated Election Officer in Charge of Electronic Voting shall ensure :

(i) access to electronic voting stopped at once ;

(ii) putting electronic barrier to editing, deletion, addition, correction, fabrication, etc. of electronic records of voting, either partially or fully since commencement of voting to the time of closure of poll.

(iii) putting his signature and obtaining the signature(s) of the contesting candidates or their Election Agents present during close of poll on the electronic control devices and other records and materials related to counting of votes;

(iv) immediate submission of all the above records and materials to the Returning Officer for safe custody.

(34)(K) (1) The Returning Officer shall keep all the ballot boxes in safe custody until the commencement of the counting of votes.

(2) The Returning Officer shall then instruct the

(34)(K) (1) The Returning Officer shall keep all the covers, ballot boxes, electronic records and other records received by him in connection with counting of votes in safe custody until the commencement of the counting of votes.

(2) He shall appoint a date which shall be as soon

Election Officers for the counting of votes and shall publish the same in his office and also inform the contesting candidates on the date fixed for counting. Counting shall be made within three days from the date fixed for election.

(34)(L) (1) The Returning Officer shall then record in a statement the total number of votes so given to each candidate.

(2) The Returning Officer shall then count or cause to be counted the valid votes given to each candidate and shall record in a statement the total number of votes so given to each candidate. (35)(1) A ballot paper shall be invalid if:

- (a) It is not duly marked: or
- (b) it contains no record of voting: or
- (c) more than one mark is placed on it against any candidate's name: or
- (d) the number of votes recorded thereon exceeds the number of seats to be filled: or
- (e) the mark is so placed as to render *it* doubtful as to which candidate the vote has been given: or
- (f) the signature of the elector on the declaration is not duly attested.

(36)(1) If any question arises whether any person is eligible for election' or whether any person has been duly elected or is entitled to be a member of Samsad (Court) and/or Karma-Samiti (Executive Council) of Visva-Bharati the question shall be referred. to the Karma-Samiti (Executive Council) whose decision thereon shall be final and no suit or proceeding shall lie in any court against such decision.

as practicable after the completion of the Poll, and fix the place and the time for the counting of votes and shall publish the same in his office and on the designated website and also inform the candidates.

(3) The Vice-Chancellor and such other persons as he may appoint to assist the Returning Officer in counting the votes, and each candidate or her/his authorised agent shall have the right to be present at the place of counting.

(34)(L) (1) On the date and at the time and place appointed as aforesaid, the Returning Officer and/or the Designated Counting Officer(hereinafter referred to as 'DCO') shall open all records received by the post, all electronic devices containing electronic voting records as well as those deposited in the sealed ballot boxes, and thereafter open the envelopes containing other records; arrange printing of electronic ballots (whether or not essential for printing) and after scrutiny separate the ballot papers which are considered valid from those which are considered invalid, by him and/or by the DCO.

(2) The Returning Officer shall then count or cause to be counted the valid votes given to each candidate and shall record in a statement the total number of votes so given to each candidate. (35)(1) A ballot paper/ electronic ballot shall be invalid if:

- (a) It is not duly marked: or
- (b) it contains no record of voting: or
- (c) more than one mark is placed on it against any candidate's name: or
- (d) the number of votes recorded thereon exceeds the number of seats to be filled: or
- (e) the mark is so placed as to render *it* doubtful as to which candidate the vote has been given.

(36)(1) If any question arises whether any person is eligible for election or whether any person has been duly elected or is entitled to be a member of Samsad (Court) and/or Karma-Samiti (Executive Council) of Visva-Bharati, the question shall be referred to the Karma-Samiti (Executive Council) whose decision thereon shall be final and no suit or proceeding shall lie in any court against such decision.

(2) All other objections relating to or arising in the course of the election shall be decided by the Returning Officer whose decision shall be final.

(3) All disputes or objections relating to an election shall be made in writing and shall be forwarded to the Returning Officer so as to reach him not later than seven days after the declaration of the result of the election.

(37)(1) When the counting of votes has been completed, the Returning Officer shall forthwith declare the candidates to whom the largest number of valid votes has been given to be duly elected. When two or more candidates receive an equal number of votes and they cannot all be declared elected, the final selection shall be made by the Returning Officer by drawing lots.

(2) He shall then seal up in separate packets the valid and invalid ballot papers, mark each packet with a description of its contents, the name of the constituency and the date of election and keep them in safe custody for a period of 3 months after the date of election, in each case or if any dispute arises regarding an election until it is disposed of.

OFFICE-BEARERS

(38) There shall be the following Office Bearers of the Association:

- i) President:
- ii) Vice-President:

- iii) Treasurer:
- iv) Secretary: and
- v) Assistant Secretary.

(2) All other objections relating to or arising in the course of the election shall be decided by the Returning Officer whose decision shall be final.

(3) All disputes or objections relating to an election shall be made in writing and shall be forwarded to the Returning Officer so as to reach him not later than seven days after the declaration of the result of the election.

(37)(1) When the counting of votes has been completed, the Returning Officer shall forthwith declare the candidates to whom the largest number of valid votes has been given to be duly elected. When two or more candidates receive an equal number of votes and they cannot all be declared elected, the final selection shall be made by the Returning Officer by drawing lots.

(2) He shall then seal up in separate packets the valid and invalid ballot papers, mark each packet with a description of its contents, the name of the constituency and the date of election and keep them in safe custody for a period of 3 months after the date of election, in each case or if any dispute arises regarding an election until it is disposed of.

OFFICE-BEARERS

(38) There shall be the following Office Bearers of the Association:

- i) President: one
 - ii) Vice-Presidents : two (one from the territorial jurisdiction of the University area and one from outside the territorial jurisdiction of the University area, i.e., the rest of West Bengal/abroad, etc.)
 - iii) Treasurer: one
 - iv) Secretary: one and
 - v) Assistant Secretary: two (one from the territorial jurisdiction of the University area and one from outside the territorial jurisdiction of the University area, i.e., the rest of West Bengal/abroad, etc.)
 - (vi) and members- Eight including conveners of a)Cultural, Functions & Festivals; b)Heritage & Development; c) Hospitality & Service sub-committees of which at least three members should come from outside the territorial jurisdiction of the University area/ local area, i.e., i.e., the rest of West Bengal/abroad, etc.)
- The Office-bearers will, generally, involve

themselves in the routine functions of the Association.

The following members/ Office-bearers shall be ordinarily resident in the territorial limits of the university (as stated in the Visva-Bharati Act & Statutes) for organizing regular activities of the Association:

The President;

One Vice-President;

The Secretary ;

One Assistant Secretary;

Treasurer;

5 members out of 8 members of the Executive Committee who are neither Office-bearers nor representative(s) of the Association to the Samsad and/ or Karma-Samiti.

38.(A). The Executive Committee may co-opt members of the association in its various functional sub-committees,(e.g.,Cultural, Function & Festival; Heritage & Development; Hospitality & Service, etc.). As far as practicable, the co-opted members of the sub-Committees should be drawn from among the alumni who are not ordinarily residents within the territorial limits of the University.

(39) The Office Bearers elected at the Annual General Meeting shall hold Office from 1st. January to 31st. December of a calendar year.

(39) **The Office Bearers shall be elected, not earlier than six months before the expiry of the tenure of the existing committees. The result of the elections shall be declared by the Returning Officer, nominated by the Upacharya for holding the election at the ensuing AGM.**The Office Bearers **so** elected shall hold Office from 1st. January to 31st. December of **the following calendar year for two years.**

(40) Any vacancy occurring among the Office Bearers of the Association may be filled up by the Executive Committee from among the members of the Association for the period till the annual General Meeting.

(40) Any vacancy occurring among the Office Bearers of the Association may be filled up by the Executive Committee from among the members of the Association for the period till the remaining tenure of office of the present body of office-bearers or the annual General Meeting **of the following calendar year whichever is earlier.**

POWERS OF THE OFFICE BEARERS

(41) (A) The President shall hold office generally for one year as specified in Rule 39 above but he may be re-elected.

The powers and functions of the President shall

POWERS OF THE OFFICE BEARERS

(41) (A) The President shall hold office generally for **two years** as specified in Rule 39 above but he may be re-elected.

The powers and functions of the President shall be

be governed by the relevant rules of the Association.

(41) (B) The Vice-President shall hold Office generally for one year as specified in Rule 39 above but he may be re-elected.

The Vice-President, in the absence of the President, shall do all the functions and exercise the powers of the President according to rules of the Association.

(41) (C) The Treasurer shall hold office generally for one year as specified in the Rule 39 above but he may be re-elected.

All monetary transactions of the Association including operation of Bank Accounts shall be done by the Treasurer.

The Treasurer shall maintain the accounts of all receipts and expenditures of the Association and he shall be responsible for getting the accounts of the Association duly audited.

The Treasurer shall hand over charge of his office to the duly elected person if he be somebody other than himself as Treasurer as early as possible preferably by first of January next year following the year of the last Annual General Meeting.

(41) (D) The Secretary shall hold office generally for one year as specified in Rule 39 above but he may be re-elected.

The Secretary shall do all the executive functions of the Association unless otherwise provided for in the Rules of the Association.

The Secretary shall convene all meetings of the Association according to the Rules of the Association unless otherwise provided for in the said Rules.

The Secretary may operate the Bank accounts of the Association in the absence of the Treasurer.

The Secretary shall do all residuary executive functions of the Association not provided for in the Rules of the Association.

The Secretary shall handover charge of his

governed by the relevant rules of the Association.

(41) (B) The **Vice-Presidents** shall hold Office generally for **two** year as specified in Rule 39 above but he may be re-elected.

One of the Vice-Presidents, in the absence of the President, shall do all the functions and exercise the powers of the President according to rules of the Association.

However, the Vice-President, not ordinarily resident of University and adjacent area, may have precedence over the local Vice-President in this regard.

(41) (C) The Treasurer shall hold office generally for **two** years as specified in the Rule 39 above but he may be re-elected.

All monetary transactions of the Association including operation of Bank Accounts shall be done by the Treasurer jointly with the Secretary or one Assistant Secretary .

The Treasurer shall maintain the accounts of all receipts and expenditures of the Association and he shall be responsible for getting the accounts of the Association duly audited.

The Treasurer shall hand over charge of his office to the duly elected person if he be somebody other than himself as Treasurer as early as possible preferably by first of January next year following the year of the last Annual General Meeting conducted after the biennial election of office-bearers.

(41) (D) The Secretary shall hold office generally for **two** years as specified in Rule 39 above but he may be re-elected.

The Secretary shall do all the executive functions of the Association unless otherwise provided for in the Rules of the Association.

The Secretary shall convene all meetings of the Association according to the Rules of the Association unless otherwise provided for in the said Rules.

The Secretary and one Assistant Secretary may jointly operate the Bank accounts of the Association in the absence of the Treasurer.

The Secretary shall do all residuary executive functions of the Association not provided for in the Rules of the Association.

The Secretary shall handover charge of his office

office to the duly elected person, if he be somebody other than himself as Secretary, by the forenoon of the first of January next year following the year of the last Annual General Meeting,

(41) (E) The Assistant Secretary shall hold office generally for one year as specified in Rule 39 above but he may be re-elected.

The Assistant Secretary shall do all the functions of the Secretary in the absence of the latter.

(42) Any Office Bearer may resign his office by addressing a letter of resignation to the President or the Secretary of the Association. The Resignation shall be complete when it is accepted by the Executive Committee of the Association.

(43) An Office-Bearer shall vacate his office immediately upon a vote being passed against him for want of confidence by a two third majority of members present in person at a Special Meeting.

EXECUTIVE COMMITTEE

(44) There shall be an Executive Committee of the Association, hereinafter referred to as the Executive Committee, consisting of the following Members:

(i) All Office Bearers of the Association as mentioned in Rule 38 above, Ex Officio.

(ii) The Representative(s) of the Association to the Karma Samiti (Executive Council) of Visva-Bharati so long as he/they may remain/remains such Representative(s).

(iii) One person other than the Representative(s) of the Association to the Karma-Samiti (Executive Council) of Visva-Bharati to be elected by the Executive Committee from among the Representatives of the Association to the Samsad (Court) of Visva-Bharati, so long as he remains such Representative.

(iv) Three persons other than the Office-Bearers and the aforesaid Representatives, elected by the members of the Association at its Annual General Meeting.

(v) All Representatives of the Association

to the duly elected person, if he be somebody other than himself as Secretary, by the forenoon of the first of January next year following the year of the last Annual General Meeting conducted after the biennial election of office-bearers.

(41) (E) The **Assistant Secretaries** shall hold office generally for **two** years as specified in Rule 39 above but he may be re-elected.

The Assistant Secretary, who is ordinarily resident of the University and adjacent area shall have precedence to do all the functions of the Secretary in the absence of the latter.

(41) (F) **Same person may be re-elected and function as office-bearer for not more than two terms.**

(42) Any Office Bearer may resign her/his office by addressing a letter of resignation to the President or the Secretary of the Association. The Resignation shall be complete when it is accepted by the Executive Committee of the Association.

(43) An Office-Bearer shall vacate her/his office immediately upon a vote being passed against him for want of confidence by a two-third majority of members present in person at a Special Meeting.

EXECUTIVE COMMITTEE

(44) There shall be an Executive Committee of the Association, hereinafter referred to as the Executive Committee, consisting of the following Members:

(i) All Office Bearers of the Association as mentioned in Rule 38 above, Ex Officio.

(ii) The Representative(s) of the Association to the Karma-Samiti (Executive Council) of Visva-Bharati so long as she/he/they may remain/remains such Representative(s).

(iii) One person other than the Representative(s) of the Association to the Karma-Samiti (Executive Council) of Visva-Bharati to be elected by the Executive Committee from among the Representatives of the Association to the Samsad (Court) of Visva-Bharati, so long as he remains such Representative.

(iv) **Eight** persons other than the Office-Bearers and the aforesaid Representatives, elected by the members of the Association at its Annual General Meeting.

(v) All Representatives of the Association elected

elected by the members of the Association at its Annual General Meeting to the various Sub-Committees of Visva-Bharati.

(45) The management of all affairs of the Association shall be vested in its Executive Committee which shall be the Supreme Executive Authority of the Association.

(46) The Executive Committee shall have power to engage the services of any person for any kind of business of the Association and pay him, from the fund of the Association, such remuneration as it may think fit and proper.

(47) The meetings of the Executive Committee shall be held at Santiniketan.

(48) A meeting of the Executive Committee shall be convened by the Secretary of the Association. The President of the Association shall also be entitled to call a meeting of the Executive Committee in such cases as he may think fit.

(49) A meeting of the Executive Committee shall not be invalid even if there be a vacancy in the number of its members. Any vacancy occurring among the members of the Executive Committee other than Members who are Representative of the Association to the Karma-Samiti (Executive Council) and Samsad (Court) of Visva-Bharati, may be filled up by the Executive Committee from among Members of the Association for the period till the General Meeting next following.

(50) Seven days notice shall be given of all meetings of the Executive Committee together with an Agenda of Business.

Provided that in case of an Emergency Meeting three days notice shall be deemed sufficient.

(51) The president of the Association or in his absence, the Vice-President of the Association, shall be the Chairman of the meetings of the Executive Committee. In the absence of both the President and the Vice-President the members present in person at the meeting shall elect a Chairman from among themselves.

(52) Items of business not on the Agenda shall not be transacted at any meeting of the Executive Committee, except with the permission of the Chairman. But such permission shall not be granted if the majority

by the members of the Association at its Annual General Meeting to the various Sub-Committees of Visva-Bharati.

(45) The management of all affairs of the Association shall be vested in its Executive Committee which shall be the Supreme Executive Authority of the Association.

(46) The Executive Committee shall have power to engage the services of any person for any kind of business of the Association and pay him, from the fund of the Association, such remuneration as it may think fit and proper.

(47) The meetings of the Executive Committee shall be held at Santiniketan.

(48) A meeting of the Executive Committee shall be convened by the Secretary of the Association. The President of the Association shall also be entitled to call a meeting of the Executive Committee in such cases as he may think fit.

(49) A meeting of the Executive Committee shall not be invalid even if there be a vacancy in the number of its members. Any vacancy occurring among the members of the Executive Committee other than Members who are Representative(s) of the Association to the Karma-Samiti (Executive Council) and Samsad (Court) of Visva-Bharati, may be filled up by the Executive Committee from among Members of the Association for the period till the next biennial election at the General Meeting.

(50) Seven days notice shall be given of all meetings of the Executive Committee together with an Agenda of Business.

Provided that in case of an Emergency Meeting 24 hours' notice shall be deemed sufficient.

(51) The president of the Association or in his absence, the Vice-President of the Association, shall be the Chairman of the meetings of the Executive Committee. In the absence of both the President and the Vice-President the members present in person at the meeting shall elect a Chairman from among themselves.

(52) Items of business not on the Agenda shall not be transacted at any meeting of the Executive Committee, except with the permission of the Chairman. But such permission shall not be granted if the majority of members present in

of members present in person at the Meeting object thereto.

(53) Six Members present in person at a meeting of the Executive Committee shall form a quorum.

(54) A Resolution signed by all the Members of the Executive Committee shall be valid and as effective as if the same were passed at a duly convened meeting.

(55) Record shall be kept in a Minute Book of all proceedings of the Meetings of the Executive Committee by the Secretary, or in his absence, by the Assistant Secretary of the Association, or in the absence of both, by any person directed by the Chairman to do so.

BRANCH ASSOCIATION

(56) Members of the Association resident in a particular locality, not within the territorial limits of Visva-Bharati, may form Branch Associations for the furtherance of any of the objects of the Association. Such Branch Associations shall be constituted in accordance with directions of the Executive Committee.

(57) Every Branch Association shall be subject to the Rules of the Association and to the control of the Executive Committee, and shall comply with all such directions as may be given by the Executive Committee from time to time.

(58) If the President or the Vice-President of the Association be present at any meeting or functions of a Branch Association, the President, and after him the Vice-President, shall have precedence over all other members present at any such meeting or function.

(59) The Branch Associations shall be entitled to collect extra subscriptions and donations from their own Members for the purpose of defraying their own expenses.

MEMBERSHIP FUND

(60) Fund arising out of subscriptions as membership fees prescribed by relevant Ordinance of Visva-Bharati shall be in the custody and control of Visva-Bharati. The Upacharya (Vice-Chancellor) of Visva-Bharati, on being satisfied about the necessity, shall

person at the Meeting object thereto.

(53) **Eight** Members present in person at a meeting of the Executive Committee shall form a quorum. However, a member may also be represented electronically.

(54) A Resolution signed or assented to electronically by all the Members of the Executive Committee shall be valid *and as effective as if the same were passed at a duly convened meeting.*

(55) Record shall be kept in a Minute Book of all proceedings of the Meetings of the Executive Committee by the Secretary, or in his absence, by the **local** Assistant Secretary of the Association, or in the absence of both, by any person directed by the Chairman.

BRANCH ASSOCIATION

(56) Members of the Association resident in a particular locality, not within the territorial limits of Visva-Bharati, may form Branch Associations for the furtherance of any of the objects of the Association. Such Branch Associations shall be constituted in accordance with directions of the Executive Committee.

(57) Every Branch Association shall be subject to the Rules of the Association and to the control of the Executive Committee, and shall comply with all such directions as may be given by the Executive Committee from time to time.

(58) If the President or any of the Vice-President of the Association be present at any meeting or functions of a Branch Association, the President, and after him the Vice-President, shall have precedence over all other members present at any such meeting or function.

(59) The Branch Associations shall be entitled to collect extra subscriptions and donations from their own members for the purpose of defraying their own expenses.

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(60) Fund arising out of subscriptions as membership fees prescribed by relevant Ordinance of Visva-Bharati shall be in the custody and control of Visva-Bharati. The Upacharya (Vice-Chancellor) of Visva-Bharati, on being satisfied about the necessity, shall supply such funds to the

supply such funds to the Treasurer of the Association as may be requisitioned by him from time to time for defraying the expenses of the Association.

Treasurer of the Association as may be requisitioned by him from time to time for defraying the expenses of the Association.

CHANGE IN RULES

CHANGE IN RULES

(61) Proposal for changes in the Rules or for framing of additional Rules of the Association shall be first considered by the Executive Committee, and shall, if approved by it, be notified to all Members of the Association not less than three weeks before the date of the meeting at which they are to be considered, and shall be adopted upon their being passed by a two-thirds majority of vote of Members present in person at the meeting.

(61) Proposal for changes in the Rules or for framing of additional Rules of the Association shall be first considered by the Executive Committee, and shall, if approved by it, be notified to all Members of the Association not less than three weeks before the date of the meeting at which they are to be considered, and shall be adopted upon their being passed by a two-thirds majority of vote of Members present in person at the meeting.

(62) Any members wishing to propose any amendment to the proposed changes in the Rules or to the additional Rules proposed to be framed, shall notify such amendment to the Secretary of the Association at least one week before the date of the said meeting,

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