

Federation of Jesuit Alumni/ae Associations of India

Constitution

Amended January 2003

1. Preamble

As beneficiaries and as inheritors of the Jesuit/Ignatian Legacy of Education, the members of several Alumni/ae associations. Bonded in love and fellowship we affirm we shall ever endeavour to be men and women for others and that we shall be Partners in the Jesuit effort of forming human beings grown to their full potential, freed from all bondage, who will give themselves to the service of others.

2. Name and motto

- 2.1 The name of the Federation shall be “Federation of Jesuit alumni/ae association of India”, hereinafter referred to as “Federation”.
- 2.2 It’s Motto shall be: “To give and not to count the cost”

3. Purposes & objectives

The purposes and objectives of the Federation shall be :

- 3.1 To bring all Jesuit Alumni/ae Associations of India together for consolidating the voice and efforts of the Jesuit Alumni/ae of India and to provide a forum for networking, interaction and exchange of ideas and thoughts between different Alumni/ae Association of India.
- 3.2 To encourage formation of Alumni/ae Association in Jesuit Institutions in India where such Association are not existing and also to revitalize the existing Jesuit Alumni/ae Association and to make them active.
- 3.3 To foster links with Alumni/ae Associations in other parts of the world, to act as the voice of the Jesuit Alumni/ae of India and to represent them before world bodies like the World Union of Jesuit Alumni/ae and to participate in the World Congress.
- 3.4 To play a constructive role in shaping of public policies in favour of secularism, alleviation of poverty, empowerment of women, upliftment of the marginalized, safe guarding of human rights, preservation of the environment and spread of literacy.
- 3.5 To amalgamate the Federation and it’s properties with any other Federation/Institution having Objects and purposes similar to that of this Federation as the Governing Council for the time being in Office shall deem fit and proper.

4. Membership

- 4.1 The Alumni/ae Associations mentioned in the Schedule hereunder are the Founder Members of the Federation. Other Jesuit Alumni/ae Associations shall be admitted as members of the Federation in the manner hereinafter mentioned.
- 4.2 Only Recognised Alumni/ae Associations of Jesuit Educational Institutions in India shall be entitled to become members of the Federation.
- 4.3 “ Recognised Alumini/ae Association” shall mean an Alumni/ae Association of a Jesuit Educational Institution in India having a Certificate of Recognition granted by the Head of that Jesuit Educational Institution in the form that may be prescribed by the Governing Council of the Federation from time to time. In the event of a Certificate of Recognition being cancelled, withdrawn or suspended by the Heads of any Jesuit Educational Institution such Alumini/ae Association shall automatically cease to be a recognised Alumini/ae association and its membership of the Federation shall stand cancelled / terminated.
- 4.4 There shall only be one recognised Alumni/ae Association in respect of any Jesuit Educational Institution. However in the event of an institution having both a School as well as College under its wings, separate associations may be recognised by such institution in respect of the School and the College and both such Recognised Associations shall be entitled to be members of the Federation.

4.5 Application for membership shall be submitted to the Governing Council in the prescribed form and the decision of the Governing Council regarding acceptance/rejection of membership application shall be final and binding.

4.6 All members shall be governed by the Constitution, Bye-laws, Rules and Regulations of the Federation.

5. Zones

The Federation shall consist of four geographical Zones and each Zone shall consist of several provinces on the lines of Jesuit Zones and Provinces in India, as follows:

- The South Zone shall comprise of kerala, Kamataka, Andhra Pradesh and Madurai Provinces.
- The West Zone shall comprise of Goa, Pune, Bombay and Gujrat Provinces.
- The Central Zone shall comprise of - Dumka-Raiganj, Madhya Pradesh, Hazaribagh, Jamshedpur and Ranchi provinces.
- North Zone shall comprise of Calcutta, Patna, Darjeeling, Delhi and Kohima Provinces.

6. Governing Council

6.1 There shall be a Governing Council comprised of three representatives from each Zone. Any member of the World Council of the World Union of Jesuit Alumni/ae, who is a member of any member Association of the Federation, shall be an ex-officio member of the Governing Council with full voting rights.

6.2 The First Governing Council of the Federation shall consist of the following persons:

Name	Zone
1. Mr. Kalyan Chowdhury	Ex-officio Member
2. Dr. M. Arumai Raj	Ex-officio Member
3. Mr. Krishna Kumar Kanoi	North
4. Mr. Anirban Banerjee	North
5. Mr. K. V. Srinivasan	North
6. Ms. Devyani Chinubhai Nawab	West
7. Mr. Surjit Singh Arora	West
8. Mr. Conrad Gonsalves	West
9. Mr. Rajesh Sunder	Central
10. Mr. Sudhir Kumar Amin	Central
11. Mr. Surajit De	Central
12. Dr. Santhosh Rollands	South
13. Mr. J. Thomas Fernando	South
14. Mrs. T. Jayalaksmi	South

6.3 Each Zone shall through the Zonal Council nominate three representatives for becoming members of each subsequent Governing Council. Such nomination shall be made in accordance with the prescribed rules. The names of such representatives shall be submitted to the Governing Council in office at least three months prior to the expiry of its term.

6.4 The National Co-ordinator, for the time being of the Society of Jesus shall be the Advisor to the Governing Council and may take part in its meetings but may vote only in the event of a tie.

6.5 The administrative office of the Federation shall be situated at such place or places as the Governing Council may determine from time to time. The Registered Office of the Federation shall be situated at Room No.5, 30 Park Street, Kolkata -700 016.

6.6 The Governing Council shall at its first meeting elect from amongst its members (except the Ex-officio members) a President, three Vice-Presidents, a Secretary, a Joint Secretary, a treasurer and a Joint Treasurer. The President and the three Vice Presidents shall each be from different Zones.

6.7 The term of office of a Governing Council shall be three years which shall commence at the end of a national Congress and shall end at the conclusion of the next National Congress.

6.8 The Governing Council shall meet at least once a year Such meeting shall preferably be held in different Zones on a rotational basis.

6.9 The incoming Governing Council shall at the end of the National Congress, hold its first meeting at the same venue.

6.10 The quorum for any meeting of the Governing Council shall be two-thirds of its total strength.

- 6.11 Notwithstanding anything to the contrary contained elsewhere, the Governing Council may transact business, take decisions and pass resolutions by circulation through registered mail to all members of the Governing Council and confirmation or signature of at least two-third of the total members of the Governing Council on any decision or resolution shall automatically validate the same and no formalities like giving of notice or holding a meeting etc. shall apply in such cases.
- 6.12 Except where stated otherwise, the decisions and resolutions of the Governing Council shall be made by two-thirds majority of the members present at any valid meeting.

7. Powers and functions of governing council

- 7.1 The Governing Council shall -
 - a) formulate policies and take steps for pursuing the purposes and objectives of the Federation;
 - b) monitor and supervise the activities of the Federation and its administration and those of the various Committees and Sub Committees;
 - c) monitor and guide the activities of the Zonal Councils and their administration.
- 7.2 The Governing Council shall have the jurisdiction control and supervision over all programmes, functions and projects of the Federation.
- 7.3 The Governing Council shall have the powers to suspend and/or cancel the membership of any member association and/or to declare any member association to be not in good standing in accordance with the rules that may be made in this regard.
- 7.4 The governing Council may from time to time constitute Committees and/or Sub-Committees comprising of representatives of the member association for specific purposes and such Committees and Sub-Committees shall function under the guidance and control of Governing Council.
- 7.5 All officers and/or members of the Governing Council, Committees and Sub-Committees shall act under the control and supervision of the Governing Council.
- 7.6 The Governing Council may ask for any Report or information regarding any matter form the Zonal Councils, Committees and Sub-committees who shall furnish the same without delay.
- 7.7 The Governing Council shall have the powers to frame determine and/or amend from time to time, the bye-laws, rules and procedures relating to the conduct of business (including the duties and functions of the office bearers) of the Governing Council, the National Congress and all Committees and Sub-Committees.

8. National Congress

- 8.1 An assembly of all Accredited and Ordinary Delegates of member associations of the Federation shall be held once in every three years and shall be called “National Congress of Jesuit Alumni/ae”.
- 8.2 Every National Congress shall decide the venue of the next National Congress and such venue shall rotate in turn, amongst different Zones of the Federation.
- 8.3 The National Congress shall deliberate on the activities of the Federation and only the Accredited Delegates (other than the Province Co-ordinators) shall be entitled to vote and pass Resolutions by simple majority regarding the long term policies and activities of the Federation.
- 8.4 The National Congress shall be held under the guidance of the Governing Council and in accordance with the rules and procedures that may be determined by the Governing Council from time to time in this regard.
- 8.5 Notices of National Congress shall be despatched to all member associations at least six months prior to the date fixed for the National Congress.
- 8.6 Every Province shall be entitled to nominate two members as Accredited Delegates and names of such Accredited Delegates should be intimated in writing by each of the Province Coordinators to the Governing Council at least one month prior to the National Congress. Every member Association of the Federation, who has paid all its dues to the Federation, shall be entitled to nominate as many Ordinary Delegates to the National Congress as it may desire.
- 8.7 The Province Co-ordinator of the Society of Jesus of each Province shall be the third Accredited Delegate from that Province without voting rights.
- 8.8 An Extra-Ordinary National Congress may be called at any time by the Governing Council for discussion and decision on any matter of great importance. Special rules shall be framed in this regard.

8.9 Only Accredited Delegates shall be entitled to deliberate at the National Congress and the Extra-Ordinary National Congress. Only the Accredited Delegates (other than the Province Co-ordinators) shall be entitled to vote at the National Congress and the Extra-Ordinary National Congress.

9. Office bearers

9.1 No remuneration or salary shall be payable to any member of the Governing Council, Committees or Sub-committees.

9.2 Any member of the Governing Council or any Committee or Sub-Committee shall cease to be a member in the following events :

- upon acceptance of his resignation;
- upon his absence from two consecutive meetings without proper leave of absence being granted;
- upon his death;
- upon his removal;
- upon his ceasing to be a member of the member association; or
- upon the termination/cancellation of the membership of the Association to which the member belongs.

9.3 In the event of any member of the Governing Council ceasing to be a member thereof for any reason, the vacancy shall be filled in by the Governing Council in accordance with the recommendation of the Zonal Council of the Zone to which the earlier member belonged. The new member so appointed shall hold the office for the remainder of the tenure of the Governing Council.

10. Zonal Councils

10.1 Each Zone shall have a Zonal Council.

10.2 Each Zonal Council shall consist of three members from each Province of that Zone.

10.3 The Province Co-ordinators of all Provinces of a Zone shall also be members of the Zonal Council and may take part in its meeting, but may vote only in the event of a tie,

10.4 Each Zonal Council shall hold a Zonal Congress once in every three years. Such Zonal congress shall be held about six months prior to the next National Congress.

10.5 The first Zonal Council for each Zone shall be formed by the National Co-ordinator within three months of the adoption of this Constitution. The term of office of the first Zonal Council shall end at the conclusion of the next Zonal Congress which shall be held about six months prior to the holding of the next National Congress.

10.6 The term of office of succeeding Zonal Councils for each Zone shall be three years which shall commence at the end of the Zonal Congress and shall end at the conclusion of the next Zonal Congress.

10.7 The Zonal Council may frame Bye-laws, Rules and Regulations that may be necessary for carrying out the activities and responsibilities entrusted to the Zonal Council and for proper administration of its affairs.

10.8 Each Zonal Council shall be responsible for nominating three members from its Zone to the Governing Council. For such purpose appropriate rules shall be framed for the Zonal Councils in a manner that more or less equal representation is given to each Province under that Zone.

10.9 Each Zonal Council shall act as the link between the Member Associations within its Zone and also as the link between the Member associations in its Zone on the one part and the Governing Council at the national level on the other part.

10.10 Each Zonal Council shall always act under the guidance of the Governing Council and shall be answerable to it on matters pertaining to the Federation

11. Funds

11.1 The financial year of the Federation shall be from April 1st of each year to March 31st of the next year.

11.2 Each member association of the Federation shall pay to the Federation such annual subscription as may be determined from time to time by the Governing Council. Such annual subscription is initially fixed as Rs. 500/- (Rupees five hundred only.)

11.3 The annual subscription shall be paid by each member Association by June 30th of each year.

- 11.4 In case of non payment of annual subscription within the prescribed time, the concerned member association shall be deemed to be not in good standing and shall also be liable to have its membership cancelled.
- 11.5 Each member association of the Federation shall pay to the Federation an Entrance Fee that may be determined from time to time by the Governing Council. Such Entrance fee is presently fixed as Rs. 2000/- (Rupees two thousand only).
- 11.6 The Zonal Councils shall be responsible for collecting annual subscriptions and Entrance fees on behalf of the Federation from the member associations within their respective Zones and shall remit such collection to the Secretary or Treasurer of the Governing Council within July 15th of each year.
- 11.7 In the event of any Association becoming member of the Federation after the commencement of the financial year, no rebate shall be allowed and subscription for the entire year shall be payable by such Association.
- 11.8 The Governing Council may either directly and/or through any Committee/Sub-Committee accept donations and contributions and other monies on behalf of the Federation against issue of proper receipts.
- 11.9 All the assets properties and funds of the Federation shall be held managed controlled and administered by the Governing Council directly and/or through any Committee/Sub-Committee.
- 11.10 The Bank Accounts of the Federation shall be opened and operated by any two members of the Governing Council who shall be authorised in this regard by the Governing Council.
- 11.11 The Governing Council shall prepare the yearly budget of the Federation.
- 11.12 All disbursements and expenditure out of the Federation funds shall be made only in accordance with the bye-laws.
- 11.13 The Governing Council shall not incur any obligation which would be or is likely to result in a deficit in the relevant fiscal year.
- 11.14 Notwithstanding anything contained in any other provisions of this Constitution, the Governing Council shall not spend any money/ies or funds of the Federation outside India for any Object of the Federation. The Objects and activities and the area of operation of the Federation shall be strictly limited to the territory of India.
- 11.15 The surplus funds and any accretion thereto and/or any part thereof and the income of the same of the Federation shall subject to the provisions of section 11(5) of the Income Tax Act, 1961 be invested in forms and modes as the Governing Council may deem fit and proper.

12. Reserve Fund

- 12.1 50 per cent of the Entrance Fees collected by the Federation shall be deposited in a separate fund called the Reserve Fund.
- 12.2 The Governing Council shall be entitled to invest the amounts lying in the Reserve Fund from time to time.
- 12.3 The income generated from the Reserve Fund shall be used towards the objectives of the Federation by the Governing Council.

13. Accounts and Audit

- 13.1 Proper accounts shall be maintained and the Annual Final Statement of Accounts shall comprise, inter alia, of the Balance Sheet and the Income and Expenditure Account incorporating therein also the corresponding figures of the previous year.
- 13.2 The accounts of the Federation shall be audited annually by a Chartered Accountant or a firm of Chartered Accounts to be appointed by the Governing Council. The audit of accounts shall be completed within four months of the close of the fiscal year and the Auditor's Report and the audited Annual Final Statements of Accounts together with the financial report of the federation shall be circulated to all the member associations not later than 6 (six) months from the close of the fiscal year.

14. Newsletter

- 14.1 The Federation shall publish a News-letter, which shall be the Official Publication of the Federation, at such intervals as may be decided by the Governing Council from time to time.
- 14.2 A separate account will be maintained for the income and expenditure relating to the publication of the aforesaid newsletter.

- 14.3 A copy of each issue of the published newsletter shall be sent directly to each member Association of the Federation.
- 14.4 The news-letter shall be controlled and managed by a Committee appointed by the Governing Council consisting of not more than eight persons, who shall be members of member association of the Federation.

15. World Congress/World Union of Jesuit Alumni/ae

- 15.1 The Federation shall take steps for associating with the World Union of Jesuit Alumini/ae.
- 15.2 The Governing Council shall have the option of either permitting the Member Associations of the Federation to participate and vote in the World Union Congress of Jesuit Alumni/ae as independent associations or collectively through the Federation.
- 15.3 The Governing Council shall be entitled to nominate the representatives/s from India for becoming members of the World Council.
- 15.4 All references to the World Union of Jesuit Alumini/ae shall include any other international body, association or federation of Jesuit Alumni/ae.

16. Miscellaneous

- 16.1 The Federation through the Governing Council may confer honour on persons of eminence and/or make them Patrons of the Federation.
- 16.2 Members of the Governing Council shall continue in office inspite of expiry of their term of office till such time as the new members take charge.
- 16.3 Any individual Alumini/ae of a Jesuit Educational Institution which does not have a recognised Alumni/ae Association may attend the National Congress as an Ordinary Delegate provided however that he/she shall not be deemed to be a member of the Federation and shall not entitled to any rights. The Governing Council may from time to time fix yearly contribution that may be required to be paid by such individuals.
- 16.4 The Governing Council may employ such staff from time to time as may be deemed necessary and salaries and other emoluments may be paid to such staff as may be decided from time to time.
- 16.5 The Federation shall not be a profit making body and any excess of income over expenditure shall be used solely for the purposes and objectives of the Federation.
- 16.6 The Federation may form a trust for Public Charitable Purposes.

17. Bye-laws

- 17.1 The Governing Council may frame necessary Bye-laws, rules and regulations relating to any of the provisions of this Constitution.
- 17.2 The first Governing Council shall within three months of taking office, prepare and adopt Bye-laws, rules and regulations relating to such matters which are necessary for proper administration of the Federation in accordance with this Constitution.
- 17.3 All Bye-laws, rules and regulations shall be published and distributed to all member associations within 30 days of the making of the same.
- 17.4 All Bye-laws, rules and regulations framed/made by the Governing Council shall be valid and binding only upto the next National Congress when they shall be placed for ratification. The National Congress may ratify the same with or without modifications by a two-thirds majority of the Accredited Delegates (except the Province Co-ordinators) present and voting, and upon ratification by the National Congress the relevant Bye-laws, rules and regulations shall become valid and binding.

18. Dispute Resolution

All disputes differences and complaints whatsoever between any member Association on the one hand and any other member association or Zonal Council on the other hand and/or between two Zonal Councils shall be decided by the Governing Council after giving an opportunity of hearing to the parties in dispute. The Governing Council shall be entitled to consult any legal expert or expert for such purpose if it so desires. The Governing Council shall communicate its decision to the parties in dispute and the same shall be final and binding on the parties

19. Amendments

- 19.1 Proposal for amendment of the Constitution and/or the Bye-laws, Rules and Regulation may be made by the Governing Council or by a member association.
- 19.2 Any Member Association proposing any amendment shall send its proposal in writing to the Governing Council with a statement explaining the purpose and reason for such proposal.
- 19.3 The Governing Council shall keep an Agenda for consideration of all proposals for amendment of the Constitution and/or the Bye-laws, Rules and Regulations at the next National Congress. The Governing Council shall cause a statement explaining the purpose and reason for such proposals to be despatched to all member associations at least twelve weeks prior to the date fixed for the next National Congress. The next National Congress shall deliberate and vote on such proposals and the Constitution and/or the Bye-laws, Rules and Regulations shall stand amended upon the passing of a resolution called the Amendment Resolution supported by at least two-thirds majority of the Accredited Delegates (other than the Province Co-ordinators) present and voting at the National Congress.
- 19.4 The Bye-laws, Rules and Regulations of the Federation may be amended also by the Governing Council, at its own initiative or upon consideration of a proposal of any member Association, by passing a resolution called the Temporary Amendment Resolution supported by at least three-fourths of total strength of the Governing Council. Such amendments shall be valid and binding only upto the next National Congress when they shall be placed for ratification. The National Congress may ratify the same with or without modifications by a two-thirds majority of the Accredited Delegates (except the Province Co-ordinators) present and voting, and upon ratification by the National Congress the relevant Bye-laws, rules and regulations shall stand amended.
- 19.5 All amendments shall be published and distributed to all members within 30 days of the passing of the same.

20. Dissolution

Proposal for dissolution of the Federation may be made by the Governing Council or by Zonal Council. Any Zonal Council proposing dissolution shall send its proposal in writing to the Governing Council with a statement explaining the reason. Any such proposal for dissolution of the Federation shall be discussed at the next National Congress or at an Extra-Ordinary National Congress called for this purpose. At least twelve weeks prior written notice with explanatory statement shall be sent by registered post to all member Association regarding the proposal for dissolution. The Federation may be dissolved at any time by the National Congress or an Extra-Ordinary National Congress by passing of a resolution to this effect having the support of at least three-fourths of the Accredited Delegates (other than the Province Co-ordinators) present and voting at the National Congress or the Extra-Ordinary National Congress. Upon dissolution, the assets properties and funds belonging to the Federation shall be donated for charitable purpose and/or disposed off by the Governing Council in a manner consistent with the objectives of the Federation after discharging of all liabilities of the Federation. No part of the assets properties and funds of the Federation shall be distributed by way of profit or otherwise amongst the members of the Federation under any circumstances.

Schedule of Founder Members of the Federation

We the undersigned Associations present at the Second National Congress of Jesuit Alumni/ae Associations of India on 24th January 1999 at 11.00 a.m. do hereby unanimously pass/adopt and give to ourselves this Constitution of the Federation of Jesuit Alumni/ae Associations of India and become its

Founder Members

1. Alumnorum Societas (ALSOC)
2. St. Xavier's College (Cal) Alumni Association
3. St. Lawrence Old Boys Association
4. Andhra Loyola College Alumni Association, Vijayawada
5. Arul Anandar College Karumathur, Madurai
6. St. Joseph's College H.S.School Alumni Association, Tiruchirapalli
7. St. Joseph's Ev. College, Bangalore
8. AROX (St. Xavier's College), Ranchi
9. Loyola College, Madras
10. Loyola Academy Old Students Associations, Secunderabad
11. St. Mary's Hr. Sec. School, Madurai
12. The Ex-Xavierites Association - Surat
13. St. Alphonsus Alumni Association,

14. Loyola Alumni Association, Jamshedpur
15. Hazaribag Old Xaviers Association
16. St. Stanislaus Ex-Students Association
17. Raghapur Old Boys' Association
18. Bokara Old Xaviers Association
19. St. Xavier's High School Association, Palayamkotta
20. St. Joseph's College, Trichy
21. Delhi Old Xaviers Association, Delhi
22. St. Xavier's College, Palayamkotta
23. Xcell - St. Xavier's Institute of Communications. Mumbai
24. Loyola I.T.I.
25. The Old Xavierites Association (TOXA) Ahmedabad
26. Association of Past Xavierites, St. Xavier's H.S., Loyola Hall, Ahmedabad
27. Old Boys Associations, Loyola School, Sreekariam, Trivandrum
28. St. Mary's Alumni Association (ICSE Section).