

**BY-LAWS
MAULANA AZAD MEDICAL COLLEGE ALIMNI ASSOCIATION OF NORTH
AMERICA (MAMCOAANA)**

LOGO

REVISED BY-LAWS APPROVED BY GBM ON 7/24/15 IN HOUSTON

Article I: NAME

The name of this nonprofit organization shall be MAMCOAANA.

ARTICLE II: PURPOSE

1. Said association is organized exclusively for charitable, educational and scientific purposes, including for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501 (C) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).
2. To promote interests of Maulana Azad Medical College (MAMC), New Delhi, India, and associated hospitals, sister institutions and connected University.
3. To promote educational services of MAMC students by establishing scholarships, educational funds, by contributing books, journals, technical know-how and instruments.
4. To establish an educational fund to supply current medical journals and text books and other necessary equipment to MAMC.
5. To arrange an annual meeting of its members to exchange information, discuss policies, establish future course of action, to consider amendments to this constitution ,hold elections for the office bearers and for transaction of all other proper business.
6. Arrange lectures by the members at MAMC.
7. To help visiting faculty, students, graduates from MAMC.
8. To establish any other activity which will promote our general purpose.
9. No part of the net earnings of the association shall incur to the benefit of, or be distributable to its members, officers or other private persons. Reimbursement of out-of-pocket expenses of any founder, officer or member will be permitted subject to availability of satisfactory proof of expenditure which must be solely for the benefit of MAMCOAANA. Notwithstanding any other provision of these articles, the association shall not carry on any activities not permitted to be carried on (a) by the organization exempt from Federal Income Tax under section 501 (C) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United State Internal Revenue Laws) or (b) by an organization, contributions to, which are deductible under section 170 (C) (2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).
10. No part of the net earnings of the association shall incur to the benefit of, or be distributable to its members, officers or other private persons.

ARTICLE III: CAPITAL

1. The association shall raise capital in the form of donations to this nonprofit organization plus dues for different levels of membership. Further funds shall be raised by sponsoring events, the proceeds derived shall be used to further the association's purposes.

ARTICLE IV: MEMBERSHIP

1. Category of membership

- A. Active - will include all graduates, postgraduates, and post doctoral students of MAMC. They will be voting members and can hold any office.
- B. Associate - This will include those who were not graduates, post graduates or post doctoral students of MAMC but have served as resident and/or registrar. They will be charged 50% of the regular dues. They will be voting members but will not hold any office.
- C. Honorary –All faculty or ex-faculty members of MAMC are eligible for honorary membership of this organization. For this purpose faculty is defined as instructor/demonstrator or above (in non clinical field) and lecturer or above (in clinical field). Honorary membership will be offered at the recommendation of the executive committee. No dues will be assessed of the honorary members and they will be non-voting members. The honorary members may be appointed by the executive committee to serve on various committees in an advisory capacity.
- D. Auxillary - Spouses of active and honorary members, if themselves not eligible for either of those memberships, will be auxiliary members. No dues will be assessed of auxiliary members and they will not have a right to vote or hold an office.

2. Types of membership:

- A. Annual – Annual membership for any active and associate members can be obtained by any eligible members by completing an application form and payment of the current dues as established by the Executive Committee from time to time. The annual membership dues can only be changed by the unanimous consent of the Executive Committee and further approval of the General Body at the regularly scheduled annual General Body meeting. The annual dues is applicable on a calendar basis.
The annual membership for MAMC graduates who are currently doing Residency/ Fellowship in USA (with proof of training) will be 50 % of the active membership dues.
- B. Life– Life membership for any active, associate or honorary members can be obtained by any eligible members by completing an application form and payment of the current dues. The dues will be ten times the current ANNUAL dues and payable in a single payment. The life membership for the associate members will be 50% of the active membership dues.

ARTICLE V: GENERAL BODY (GB)

- 1. The general body meeting of the association shall consist of all the active AND ASSOCIATE members in good standing. There shall be one annual meeting of the general body every year. This meeting will provide a forum for exchange of information, discussion of policies, consideration of amendments to this constitution, holding election of officers and members of the EC and for transaction of all other proper business.

2. Quorum- 50 % of the registered members at the annual convention shall constitute the quorum for the General Body meeting.

ARTICLE VI: EXECUTIVE COMMITTEE

A Controlling board shall be appointed to direct the work of MAMCOAANA and shall be known as its Executive Committee (EC). All powers of MAMCOAANA shall be vested in the EC, hereby created, subordinate only to this constitution. The EC shall have full governance and fiduciary responsibilities.

1. Structure of EC:

The EC shall consist of officers, members at large, chairpersons of all the standing committees and honorary members.

A. Officers:

- a. President-The term of the president shall be for one year, at the conclusion of which he/she shall continue as the member of EC for another year. The president shall chair all EC and GB meetings.
- b. President Elect-The term of the president- elect shall be for one year. In the event of inability of the president to serve, the president will serve in his/her absence.
- c. Secretary- The term of the secretary shall be for one year. The secretary shall be responsible for day today working of the association as authorized by the EC. The secretary shall also maintain all the records of the association in paper or digital form and transfer to the successor at the end of the term.
- d. Treasure- - The term of the treasurer shall be for one year. The treasurer shall be responsible for the management of all the funds of the association as authorized by the EC. The treasurer, at the approval of the EC, may authorize another (an active member of association) to manage the reserve fund account.
- e. Immediate past president.

B. Members at large-: Four members at large from active membership.

C. Chairpersons of standing committees:

- a. Bylaws Committee- To review the bylaws of this organization and recommend changes from time to time to be further recommended to the GB
- b. Membership Committee- To promote and add new members into the organization. This committee will work in close coordination with the Secretary/ Treasurer and inform of the new members with proper information. This committee will also collect and update the data from previous years.
- c. Liaison Committee- To work and develop a liaison relationship with MAMCOS - India, MAMCOS - UK, MAMCOS - Australia, AAPI and other sister medical alumni from Delhi (i.e. AIMS, LH AND UNI COLLEGE).
- d. Convention Committee- To work for all the arrangements for the annual convention program. The committee will also look, review and recommend the site for the next year's convention to the EC, to be further presented to the GB. The contract for the convention hotel will be reviewed and signed by the president and the convention chair. In case the president is the convention chair, the contract will be reviewed and signed by the president and the treasurer. The convention chair shall complete all the convention accounts and forward a summary of all the revenues, expenses and the balance to the treasurer on or

before October 31st of the same year for MAMCOANNA tax return.

- e. CME committee- To organize and conduct a 6-10 hours CME program at the annual convention each year. The committee shall also do the background work to get category I CME credit for this activity from an accredited institution. This committee shall have at least three members, including the chair and the chair elect.
- f. Publication committee- To publish “Sandesh”, the news letter of the organization, and put on the MAMCOAANA website. This shall be published at least once a year. The chairperson of this committee will act as the editor of the news letter.

D. Honorary members- The GB, from time to time, may appoint honorary members to EC, based upon the exceptional service to the organization. They will be non-voting members.

2. Functions of EC:

The EC will meet yearly at the annual convention. The president may call special EC meetings from time to time by teleconference. A majority of EC members shall constitute a quorum and a majority vote shall be required on all the issues. The EC will also fill all vacancies occurring in their own body or in any of the offices of the organization for the unexpired term.

Article VII: AD-HOC COMMITTEE

The president may appoint following AD-HOC committees from time to time

1. Audit Committee
2. Auxiliary Committee
3. Youth Committee

ARTICLE VIII: FINANCIAL POWERS OF EXECUTIVE COMMITTEE

The financial powers of the Executive Committee shall be such that the Treasurer shall be obligated to carry out their will with regard to the collection and/or disbursement of all funds. A financial report shall be rendered at the annual meeting.

ARTICLE IX: RULES OF ORDER

The rules of parliamentary procedure as laid down in Roberts Rules of order shall govern all the Executive Committee and general body meetings of this association

ARTICLE X: AMENDMENTS TO CONSTITUTION

The Constitution may be amended at any annual or special meeting of the general body, for which a minimum of thirty days notice has been given and such amendment is adopted by at least two-thirds vote of the votes cast, held and voted by members of the association at the meeting so called; provided, however, that all proposals to amend shall be presented to the annual meeting and the amendments adopted shall be substantially the same as proposed.

ARTICLE XI: DISSOLUTION

To dissolve the association, a resolution in writing, asking for such dissolution shall be adopted by the EC. The EC shall then call a special meeting of the GB for purpose of considering and action upon such resolution; and if, at such a meeting, members representing two thirds of the members present and vote for dissolution, the EC shall take the necessary steps to wind up the affairs of the association in accordance with statutory requirements existing at the date such action is taken. Upon the dissolution of the association, the Executive Committee shall, after paying or making provision for the payment of all the liabilities of association, dispose of all the assets of the association exclusively for the purpose of the association in such a manner, or to such an organization or organizations organized and operated exclusively for charitable, educational, religious or scientific purposes as shall at the time qualify as an exempt organization or organizations under section 501 (C) (3) or the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the Executive Committee shall determine. Any such assets not so disposed of shall be disposed by the Court of Common Pleas of the county in which the principal office of the association is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

Article XII: SCHEDULE

This constitution shall be effective immediately upon acceptance by 2/3 of voting members present and voting at the general body of MAMCOAANA. Thereupon, any existing one is superceded.

The End