

The Indian Geographical Society

CONSTITUTION
and
BYLAWS

MADRAS

THE INDIAN GEOGRAPHICAL SOCIETY CONSTITUTION

Article I :

Name, Location and Objects :

1. The name of the Society shall be "The Indian Geographical Society."

2. The Headquarters of the Society shall be located in Madras. Regional branches may be established at such places as may be determined by the Council.

3. The objects of the Society shall be :

- (a) To promote and diffuse Geographical knowledge ;
- (b) To secure for geography its proper place in Schools, Colleges and Universities ;
- (c) To help to improve the methods of teaching geography ;
- (d) To encourage studies in geographical research, and
- (e) To organise Conferences and Symposia on all levels, including international level.

Article II :

Membership :

1. The membership of the Society shall be open to all those who are interested in the promotion and diffusion of geographical knowledge and who subscribe to its objects.

Article III :

1. No member of the Society shall be suspended nor his membership shall be terminated, save by a resolution passed in the Council by a majority of not less than two-thirds of the members of the Council present and voting and for reasons stated therein.

2. Any member of the Society may resign his membership by a written communication to the Secretary, who shall place it before the Council.

Article IV :*Fees and Dues :*

1. An entrance fee determined by the Council for the grade of membership to which the applicant is admitted shall be due and payable as of the date of admission to that grade.

2. The schedules of annual dues and fees shall be as established and set forth in the Bylaws, which may be modified by the Council from time to time, if a resolution to that effect is passed by a majority of two-thirds of the members present and voting.

3. The Council shall have the authority, in special cases to grant extension of time for, or to exempt any member from, payment of arrears.

Article V :*Subscribers :*

The Council may, at their discretion, attach to the Society as a subscriber any education institution or an individual who may desire to be so attached.

Article VI :*Finance :*

1. Subject to clause (2) of this article all categories of fees, incomes, contributions and any other amount received from different sources shall constitute the *General Fund* of the Society.

2. Life members fee, entrance fee, unspecified donations and royalties realised from publications shall constitute the *Reserve Fund*.

3. The financial obligations and expenditure of the Indian Geographical Society shall be met by income from Membership dues, subscriptions and by such other means as the Council may decide.

Article VII :

1. There shall be a Council of the Society consisting of the President, five Vice-Presidents, the General Secretary, the Treasurer not more than three Assistant Secretaries and not more than eight Members, who shall be elected by the General Body of the Society.

2. The method and time of election of the office-bearers and members of the Council mentioned in clause (1), their tenure, powers and terms of their office shall be as specified in the By-laws.

Article VIII :*Management :*

1. The Corporate power of the Society shall be vested in the Council which shall be exercised by it subject to the constitution of the Society. The Council shall make by laws prescribing rules for the exercise of the corporate powers vested in it.

2. There shall be an executive Committee consisting of the President, the Vice-Presidents, the General Secretary and Treasurer and one member due by elected from among non-officer members of the Council by the general-body. The Executive Committee shall not have powers to amend the by-laws, elect or expel members, not to fill vacancies on the Council.

Article IX :*Meetings of the Society :*

Meetings of the Society shall be of the following kinds :

1. The Annual General Body Meeting.
2. Extra-ordinary General Body Meeting.
3. Council Meetings.
4. Executive Committee Meetings.

The details regarding the conduct of meetings are given in the By-laws.

Article X :*Official Organ :*

The Official Organ of the Indian Geographical Society shall be the Indian Geographical Journal.

Article XI :*Seal :*

The Council shall provide a common Seal to the Society.

Article XII :*Emblem :*

The design, specification and the guide lines for the use of the emblem of the Society shall be prescribed by the Council.

Article XIII :**Badges :**

The Council shall approve the design of a badge to be worn by all grades of members, as and when required.

Article XIV :**Amendments :**

1. Proposals to amend this constitution may be made by the Council or by a petition signed by atleast twenty members entitled to vote.

2. Every proposal to amend the Constitution shall be communicated by letter to the members qualified to vote atleast fifteen days before the meeting of the General Body, which, if it is not meeting in ordinary session within twenty days of the notice of the proposed amendment, may be summoned by the President to meet in special session, and when the proposed amendment is passed by a majority of not less than two-thirds of the members present and voting, the constitution shall stand amended in accordance with the terms of the amendment.

3. The Council shall have, either on its own motion or on a petition signed and submitted by not less than twenty members entitled to vote, power to amend, by way of re-appeal, addition and variation, any one of the provisions of the Bylaws; provided a resolution embodying the proposed amendment is passed by a majority of not less than two-thirds of the members present and voting.

BYLAWS**Article I :**

1. The present address of the Indian Geographical Society shall be Centenary Buildings, University of Madras, Madras-600005, until the Society requires its own building in Madras.

2. The objects of the Society shall be secured by :

- (a) Holding Meetings and Conferences, Workshops, Seminars, Orientation Courses and the like.
- (b) Issuing a journal and other occasional bulletins.
- (c) Organising Geographical Exhibitions and Excursions.

- (d) Helping in the preparation of Geography Books, in various Indian Languages, recognised in the Constitution of India.
- (e) Forming a central reference library of geographical Literature and collecting maps, charts, plans, models, slides and instruments.
- (f) Encouraging the formation of local branches for the promotion of local studies and activities and for the furtherance of the objects of the Society; and
- (g) Adopting such other ways and means as are deemed necessary to further the object of the Society.

Article II :

Membership :

1. The membership of the Society shall consist of :
 - (i) Members.
 - (ii) Associate Members.
 - (iii) Corporate Members.
 - (iv) Honorary Members.
2. A member at the time of admission :
 - (a) Shall be not less than 21 years of age and
 - (b) Shall have a Bachelor's Degree or Diploma in Geography or in any other allied subject. Questions regarding the meaning of "allied subject" shall be determined by the Council and its decision shall be final.
3. He is entitled to all the privileges including the rights to vote, to hold office and to receive the journals free of cost.
4. Associate Membership is open for the students of Indian Universities. Associate Membership shall cease when they leave College or University.
5. Associate Member shall have right
 - (a) To attend all the lectures, meetings, conferences, exhibitions and excursions.
 - (b) To use the reference library and
 - (c) To receive the journal. They are not entitled to vote or hold office.

6. Corporate Membership is open to institutions both in India and abroad. These institutions can nominate their representatives who shall enjoy all the privileges of members of the Society.

7. An Honorary member shall be a person who shall have attained acknowledged eminence in some branch of Geography or in the Arts and Science related thereto including the field of Geography Education. Honorary members are entitled to all the privileges of the Society and are exempted from the payment of entrance fees and annual subscriptions. The total number of the Honorary members admitted into the Society shall at no time exceed two.

8. An applicant for membership shall be proposed by a member, seconded by another member and approved by a majority of the members of the Council.

9. Council reserves to itself the right to reject any application for membership without assigning any reason therefor.

Article II A :

1. Donar :

Any person who pays a sum not less than Rs. 1000/- as donation to the Indian Geographical Society shall be admitted by the Council as donar.

2. Patron :

A patron (by designation) for the Society shall be elected by the Council.

Article III :

Cessation of Membership :

1. Expulsions : Disciplinary Proceedings :

(a) A member may be expelled or subjected to other disciplinary action for cause such as violation of any of the provisions of the Constitution, Bylaws or for conduct which in the opinion of the Council is improper and prejudicial to the best interests of the Society.

(b) No person who has been expelled from membership and no member who has been suspended shall (during the period of his suspension) be allowed any of the rights or privileges of membership in the Society. Service on Society Committees at all levels shall be denied to a person expelled or suspended from the Society.

2. *Non-payment of dues :*

Any member of the Society shall forfeit his connection therewith when his dues become eighteen months in arrears ; provided-however, that the Council for cause deemed by it to be sufficient, may extend the time for payment of dues and for the operation of this penalty provision.

3. *Resignations :*

Any member of the Society in good standing may resign his membership. A member whose dues are not in arrears and against whom no complaint or charge is pending shall be considered as a member in good standing.

4. *Reinstatement :*

(a) A member of the Society, whose name was removed from the rolls because of non-payment of dues, may be reinstated within two years or less through submission of informal application for reinstatement and upon payment of all his dues.

(b) A member of the Society, who ceased to be a member because of resignation, may be reinstated within two years or less through submission of informal application for reinstatement.

Article IV :

Fees and Dues :

1. *Entrance Fees :*

An entrance fee for the grade of membership to which the applicant is admitted shall be due and payable as of the date of admission to that Grade, as follows :

	<i>Inland</i>	<i>Foreign</i>
Members :	Rs. 5/-	\$ 2.00
Associate Members :	None	

2. *Dues :*

The annual dues payable by members shall be as follows :

Effective January 1st, 1974.

(a) Members who pay an amount of Rs. 200/- (Applicable) only to residents of India, Pakistan, Bangladesh, Sikkim, Bhutan, Nepal, Burma and Ceylon) in one instalment or fifty percent of the amount at the time of enrolment and the rest in two equal instalments within a period of twelve months shall be exempt from payment of any further subscriptions. They shall be known thereafter as Life Members but the use of this term shall not be construed to establish a separate grade of membership. Overseas

members pay either \$40 (American dollars) where American Currency is in circulation or £ 10 (Sterling) where British Currency is in circulation.

(b) A member shall pay Rs. 15/- if he is a resident of India, Pakistan, Bangladesh, Sikkim, Bhutan, Nepal, Burma and Ceylon.

(c) An overseas member shall pay \$5 (American Dollars, or £2 (Sterling) according to the currency in circulation in his country.

(d) An associate member shall pay Rs. 10/- and he is exempt from paying entrance fee.

(e) Corporate member shall pay Rs. 30/- if they are in India, Pakistan, Bangladesh, Sikkim, Bhutan, Nepal, Burma and Ceylon. Overseas Corporate members shall pay either \$10 (American Dollars) or £4 (Sterling) as per the currency in circulation in their Country.

3. *Payment of Dues :*

(a) Dues shall be payable in advance on January 1st :

(b) *Statements :* Not later than December 1st each year, the Treasurer shall mail to each member, at his latest address known to the Society a statement of *Current Indebtedness*, if any, of the member and the amount of his dues for ensuing Calendar Year.

4. *Penalties :*

(a) Any member whose dues are more than three months in arrears shall be so notified by the Secretary.

(b) A member whose dues become six months in arrears shall lose the right to vote and to receive publications.

Article V :

Subscribers :

The rate of subscription for institutions or individual subscribers to procure the journal only shall be Rs. 12/- (Applicable only to India, Pakistan, Bangladesh, Sikkim, Bhutan, Nepal, Burma and Ceylon.

Overseas subscribers shall pay either \$4 (American dollars) or £1½ (Sterling) as per currency in circulation in their countries.

Article VI:*Finance :*

1. The Treasurer shall have power to operate the General Fund and he may invest any portion of the General Fund in any profitable concern on a written instruction of the Executive Committee. The Treasurer shall divert from time to time such portion of the General Fund as may be decided by the Council to the Reserve Fund.

2. The Reserve Fund shall be put in a Fixed Deposit in a Bank approved by the Council.

3. No money shall be drawn from the Reserve Fund except on a resolution of the Council passed by the majority of the members present and voting.

Article VII:*Nomination and Election of the Officers :*

1. An upto date voters list shall be prepared three months prior to the date of election. A member shall be designated as a voter, who has been admitted to the Society by the Council three months prior to the date of election.

2. A member shall be eligible to stand for election provided he has been a member of good standing in the Society and he has enrolled himself as member one year before the date of despatch of election notice.

3. Note more than one person can be nominated by a voter for each post of office-bearers and Council Members.

4. Nomination for election shall be made on plain paper which shall contain the name and signature of the proposer and the seconder and the written consent of the candidate that she or he is willing to serve if elected.

5. Election of Office bearers shall take place at the Annual General-Body Meeting and the election results shall be announced immediately.

Article VII A:*Tenure of Office Bearers:*

1. The Officers of the Executive Committee and members of the Council shall be elected annually by a majority vote of the General-Body.

2. The term of Office for the Officers of the Indian Geographical Society and its management shall begin on the first day of March following the annual election.

3. The President, the Vice-Presidents, the General Secretary, the three assistant Secretaries and the Treasurer shall each be elected to serve for a term of *one year* and each of them shall, notwithstanding the expiration of his term, continue to hold office until his successor enters upon his office. All the office bearers shall be eligible for re-election for successive terms-

4. Each member of the Council shall serve for a term of one year and until his successor shall have been elected and installed.

5. No member can hold two port folioes at the same time.

Article VII B :

1. Appointment of Editorial Board :

The Editor and the members of the Editorial Board of the Indian Geographical Society shall be nominated by a majority of the Council for a term of two years, and the Editor shall have the right to attend the meetings of the Council and the Executive Committee and the right to be heard in all such meetings.

2. Appointment of Auditor :

The Council shall nominate an homorary auditor.

3. Appointment of Librarian :

The Council shall nominate an honorary Librarian.

Article VIII :

Management :

1. The Council shall manage the affairs of the Society in accordance with the laws under which the Society is organised and with the provisions of the constitution.

2. The Council shall consist of :

- i. The President.
- ii. Not more than five Vice-Presidents.
- iii. A General Secretary.
- iv. Assistant Secretaries (Not more than three).
- v. Treasurer, and
- vi. Not more than eight Council Members.

3. Powers of the Council :

The Council shall have powers :

- (a) To acquire property (movable or immovable) for the Society.
- (b) To raise or collect funds for the Society by subscriptions, donations etc.,
- (c) To elect a member in the place of vacancy or to remove a member from off the rolls of the Society as a measure of disciplinary action.
- (d) To make such rules, bylaws and amendments as and when they are required.
- (e) To publish Journal and other publications designed to promote the cause of geographic education.
- (f) To appoint, remove or dismiss or otherwise take disciplinary action against any employee of the Society.
- (g) To nominate an Editor, members of the Editorial Board and the Auditor.
- (h) To organise the activities of the Society.
- (i) The Council may decide to affiliate the Society to any international organisation or any organisation higher in status than the Society.
- (j) To open branches in the different parts of the country, if needed in which case definite rules and regulations will be framed by the Council for the formation and functioning of the branch.
- (k) To appoint all categories of officers and staff for conducting the affairs of the Council, to fix the amount of their remuneration, subject to the budget provision, and to define the duties.
- (l) To enter into arrangements with Government of India, State Government and other public or private organisations or individual for further course of its performances and for securing and accepting endowments, Grant in aid, donations or gifts on mutually agreed terms and condition.
- (m) To sell, transfer or otherwise dispose of any movable or immovable property of the Society.

4. The Council may constitute adhoc or permanent Committees to which it may delegate powers with specific direction for carrying on particular task relating to the management of the organisation or furtherance of its aims. The personnel of each committee shall be chosen by the Council.

Power and duties of the President :

5. (a) The President shall have general Supervision over the affairs of the Society.

(b) The President shall be responsible with the Vice-Presidents for the planning of the programme for the Annual Conference.

(c) Shall preside at all meetings of the Society and of the Council or to regulate the proceedings at such meetings;

(d) Shall be ex-officio member of all Committees appointed by the Council;

(e) Shall represent the Society at Seminars, Symposia, Conferences of academic nature conducted by other sister organisations without any financial commitment to the Society unless otherwise authorised by the Council.

(f) Shall be responsible to ensure due effect being given to the rules and regulations made by the Council.

(g) If President is absent his powers and duties shall be exercised and performed by one of the Vice-Presidents present in Madras.

Duties of the Secretary :

6. (a) Shall be performed under the direction of the President and the Council; and the Secretary shall be Executive Officer of the Society.

(b) The Secretary shall be responsible for all correspondence of the Society.

(c) He shall maintain register of members.

(d) He shall be the Custodian of all the records, registers and files of the Society and see that all letters and papers and documents of every kind connected with the business of the Society are properly filed and preserved.

(e) He shall be the Custodian of all the material property of the Society.

(f) He shall attend all the meetings of the Society, prepare the Agenda therefor and record the proceedings thereof.

(g) He shall prepare election notices and be responsible for the smooth conducting of election of office bearers.

(h) He shall fully co-ordinate his efforts in making every academic activity of the Society a success.

(i) He shall exercise general supervision over the employees and his subordinate officers of the Society.

(j) He shall render full co-operation in carrying out the rules and regulations to the last word and perform such other duties as may be directed by the Council or may be assigned by the President.

(k) Under the immediate direction of the Secretary there shall be one or more Assistant Secretaries who shall aid the Secretary and in the absence or disability of the Secretary one Assistant Secretary shall be authorised by the Executive Committee to perform his duties.

(l) He shall prepare the annual report and submit to the Annual General-Body Meeting.

The Duties of the Treasurer :

7. (a) The Treasurer shall receive and hold for the use of the Society all money paid to the Society. He shall disperse all sums due from the Society and shall keep exact account of all such receipts and payments.

(b) He shall take steps in consultation with the Secretary, with respect to bills to recover all arrears of subscriptions and other dues to the Society.

(c) He shall be responsible for the preparation of the Annual Statement of the Accounts and of the budget and for the presentation thereof to the Council. He shall be ex-officio member of all committees constituted by the Council.

The Executive Committee :

8. (a) The Executive Committee shall have immediate supervision of the financial affairs of the Society and shall appraise the Council on financial matters.

(b) The Executive Committee shall have authority to make appropriation as for the payment of routine bills.

(c) The Executive Committee shall plan all the academic activities of the Society.

Article IX :

Meetings :

1. The Council shall normally meet atleast once in each quarter.

2. A special meeting of the Council may be called by the President or any three members of the Council upon atleast three days notice being given to all other Council Members of the matter to be discussed.

3. The quorum for the Council shall be atleast 1/3 of the members residing in the City of Madras.
4. The quorum for the Executive Committee shall be three.
5. The quorum for the General Body Meeting shall be fifteen, atleast three of whom are not members of the Council.
6. If there is no quorum within half an hour of the time of the meeting shall stand adjourned to the same day and time in the next week when the business will be transacted irrespective of there being the quorum or not. Notice shall be given of such an adjoined meeting.
7. A member of the Council or the Executive Committee, who fails to attend three ordinary meetings consecutively, shall cease to be member of the Council or the Executive Committee as the case may be.
8. Extra ordinary and ordinary General-Body Meeting shall be convened with atleast seven days notice and the Annual General-Body Meeting with atleast fifteen days notice.
9. The President may however call an emergency Council Meeting at forty eight hours notice.
10. An extra ordinary General-Body Meeting may be convened by a majority of the Council, or by the President, when called upon to do so by requisition signed by not less than Ten individual members and stating the special business for which it is desirable that an extra-ordinary General-Body Meeting should be convened.
11. The Annual Meeting of the Society shall be held not later than the end of February. The results of the election for the year will be announced and the Annual Report presented at this meeting.
12. The Annual Meeting of the Council shall be held not less than four weeks before the Annual Meeting of the Society.
13. The President or in his absence one of the Vice-Presidents shall preside at the Annual General-Body Meeting.
14. In the absence of the President and the Vice-Presidents the Annual General-Body Meeting shall elect a Chairman from the outgoing members of the Council.

15. All disputed questions at the meetings of the Council shall be determined by vote. In the case of equality of votes the President shall have and exercise a casting vote.

Article X :

Official Organ of the Indian Geographical Society :

Official organ of the Indian Geographical Society shall be the Indian Geographical Journal. It shall be published twice a year. It shall contain articles on applied and theoretical research, apart from articles of general nature. The Editor and the Editorial Board shall be responsible for printing and publishing the Journal under the direction of the Council.

Article XI :

Seal :

The Council shall provide a common seal of the Society. The seal shall be in the custody of the General Secretary and be affixed to such documents as required by law to be sealed but only in the presence of the President or a member of the Council.

The Secretary and the President or a member of the Council shall sign every document to which the seal of the institution is so affixed.

Article XII :

Name, Emblem :

1. The approved abbreviation of the name of the Society where an abbreviation is proper shall be I. G. S.

2. *Emblem :* The design and specification of the guide liner for the use of the emblem of the Society shall be as prescribed by the Council.

3. The Society emblem shall be used only on official Society Stationary. (b) Official badges, charms and pins. (c) Official banners and placards and (d) Society publications,

1. Certified that the copy is a correct copy of the Rules & Regulations of the Society.

2. For all things not specifically provided for in these Rules and Regulations, the provisions of the Society Act 21 of 1860 will apply.

<i>Name</i>	<i>Designation</i>	<i>Signature</i>
1. Selvi. C. Parvathy	President	C. Parvathy.
2. Dr. A. Ramesh	General Secretary	Dr. A. Ramesh
3. Tmt. Vasantha Viswanath	Treasurer	Vasantha Viswanath

(Signatures of 3 Governing Body Members.)

Station: Madras.

Date: