

# **The Indian Society of Extension Education**

## **RULES AND CONSTITUTION**

### **NAME, OBJECTIVES AND ACTIVITIES**

1. The name of the Society shall be "THE INDIAN SOCIETY OF EXTENSION EDUCATION."
2. The purpose of the Society shall be to advance the cause of Agricultural Extension.
3. The Society shall seek to achieve this purpose by :—
  - (a) a publication which shall be called "INDIAN JOURNAL OF EXTENSION EDUCATION". The Journal shall publish material relating to various aspects of achievements in the field of extension education,
  - (b) encouraging fundamental studies and researches in the field of extension, and
  - (c) other activities approved by the Society or its Executive Council.

### **MEMBERSHIP**

4. Membership shall be open to all individuals and institutions actively interested in the field of Extension Education. Any such individual or institution may become a member by paying the membership fee.

5. There shall be five classes of members : Life, Corporate (Institutional), Honorary, Ordinary and Student.

6. The number of Honorary members shall not, at any time, exceed two percent of the total number of Life, Ordinary and Corporate members. Such membership shall be restricted to persons eminent for their contributions to Extension Education.

Honorary members shall be elected on the unanimous recommendation of the Executive Council and by four-fifths of the majority of those present and voting at the Annual General Meeting.

Corporate membership shall be open to Societies, Associations and other groups interested in the field of Extension Education, which shall for all purposes of membership be represented by two nominees whose names shall be notified to the society.

7. Any student in a University, College, Technical school or Research Institute when vouched for by the Head of his Institution may become a student member of the Society.

### **PRIVILEGES OF MEMBERS**

8. Ordinary and Life members shall have the right to vote and hold office and shall be entitled to receive the publication free of charge. Voting by proxy shall not be permitted. Corporate members shall confer on the two duly appointed representatives all the rights for

which the Ordinary members are eligible i.e. the two representatives shall be entitled to two votes (one by each representative) and to two sets of publications.

9. Honorary members shall enjoy all the privileges of Ordinary members, without having to pay the subscriptions, except that they shall not be eligible for any office or to vote at the meetings of the Society. Student members shall enjoy all the privileges of Ordinary members except that they shall not be eligible for any office or to vote.

#### SUBSCRIPTION

10. The annual membership fees shall be as follows : Rs. 10 for Ordinary members ; Rs. 50 for Corporate members; and Rs. 5 for Student members. Life members shall pay Rs. 120 in a lump sum or in instalments within a year from the time of application. Institutions may become life members by paying a sum of Rs. 500 but for them Life membership will be for a period of 15 years.

11. The financial year shall be the calendar year, i.e. January to December.

12. The annual subscription of the Society's Journal from non-members shall be Rs. 15 in India and \$ 6.00 abroad, inclusive of postage.

#### PATRONS

13. Any person or institution donating a sum of Rs. 1000 or more to help the cause of the Society shall be a patron of the Society. A patron or a representative of the patron shall enjoy all the privileges of a Life member.

#### THE EXECUTIVE COUNCIL

14. There shall be an Executive Council, which shall carry on all the affairs of the Society between the annual meetings. The Executive Council shall act according to the general policy laid down by the Society. The activities of the Council will be subject to review at the following annual meeting of the Society.

15. The Executive Council shall consist of :—

President, Vice Presidents 2, Secretary, Jt. Secretary, Editor of the Journal, Treasurer, Executive Councillors 12.

16. The President, Vice-Presidents, the Secretary, and the Treasurer shall serve for two years.

17. The time of retirement of the office bearers shall be immediately after the close of the Annual Meeting.

18. The Secretary shall be responsible for recording the proceedings of the meetings of the Society and of the Council, and shall perform the duties usually devolving upon that office.

19. The Treasurer shall be responsible for the financial affairs of the Society. He shall keep accounts and receive deposits. The Treasurer and the Secretary will operate the account jointly on behalf of the Society according to the directions of the Council.

20. All accounts of the Society shall be audited by a Registered Chartered Accountant nominated by the Council. The Treasurer shall submit an audited report of the previous year at the time of the Annual General Meeting of the Society.

#### THE EDITORIAL BOARD

21. The Editorial Board shall consist of :—

(a) A chief Editor who will be elected for a period of four years and four members who will be elected for a three year term.

22. The Chief Editor shall perform the usual duties devolving upon that office and be responsible for the publications of the Journal of the Society. He shall also act as the Convener of the Editorial Board. The Editorial Board will be the final authority for the scrutiny and publication of the articles in the Society's Journal. It will plan the editorial policy of the Journal from time to time.

#### MEETING OF THE EXECUTIVE COUNCIL

23. Council Meetings shall be held once in six months.

24. The date and time of each meeting of the Council will be announced at least two weeks before the date on which such meetings are to be held. Two-thirds of the members of the Council shall form a quorum.

25. Extra-ordinary meetings of the Council shall be called by the President at a request signed by three members of the Council, or at the President's own discretion.

#### MEETINGS OF THE SOCIETY

26. The time, place and agenda of the Annual General Meeting shall be arranged by the Executive Council.

27. An extra-ordinary meeting of the Society shall be called if one-third of the members of the Society send a signed request to the Secretary for convening such a meeting.

28. Meeting of the Society shall be presided over by the President or in his absence, one of the Vice-Presidents or by one of the members of the Council elected by the Council for his purpose.

#### MEETING OF EDITORIAL BOARD

29. An annual meeting of the Editorial Board shall be held at the time of the annual meeting of the Society.

#### ELECTION OF OFFICE BEARERS

30. All elections to the offices shall take place by secret postal ballots and the result will be announced at the Annual Meeting of the Society. Interim vacancies shall be filled up by the Executive Council by co-option.

31. The following procedure shall be adopted for all elections to offices :—

The Secretary shall invite nominations from members entitled to vote, duly seconded after ascertaining the consent of the nominee for each office falling vacant. These nominations

shall be received 30 days before the date of the Annual Meeting.

32. A list of names proposed by the members shall be circulated by the Secretary to members 20 days before the date of Annual Meeting each year.

33. All votings shall be by secret postal ballot on forms supplied by the Secretary and returned as advised by him in special envelopes provided for the purpose, within the prescribed date.

34. Votes shall be counted at the Annual General Meeting by a committee consisting of three persons nominated by the Council for this purpose.

35. The ballots shall be decided by drawing lots.

36. All retiring office bearers shall be eligible for re-election for one more term.

37. Once in a year, on or before the fourteenth day succeeding the day on which the Annual General Meeting of the Society is held a list shall be filed with the Registrar of the Joint Stock Companies of the names, addresses and occupations of the Executive Council.

#### RESIGNATION FROM MEMBERSHIP

38. A member may withdraw from the Society by signifying his desire to do so in a letter addressed to the Secretary. The Secretary, however, shall not be liable to return an advance fee that may have been paid by the member.

#### AMENDMENT OF RULES

39. The above Constitution and Rules may be amended at any General Meeting by a three-fourths of the majority of the members present. Amendments may be proposed by any member and must reach the Secretary in time for circulation to all members of the Society at least one month before the meeting.

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