



**STATUTES
of
ACES**

(ASSOCIATION OF COMPUTER ENGINEERING STUDENTS)

**ALUMNI
of the
UNIVERSITY OF PERADENIYA**

Founded in 2022

STATUTES OF ACES ALUMNI

Article I : Name

The name of the association shall be the ACES (Association of Computer Engineering Students) Alumni hereinafter referred to as “the association” or “the alumni”. The Department of Computer Engineering in the Faculty of Engineering , University of Peradeniya shall be referred to as “the department” here.

Article II : Objectives

The objectives of the association shall be as follows.

- a. To encourage, foster and promote close relations between the department and its alumni and among the alumni themselves.
- b. To assist and support financially, professionally and otherwise, the department and the alumni.
- c. To initiate, assist and support activities which are of interest to the alumni.
- d. To promote interest of the alumni body in the affairs of the department and to ensure that programmes are developed for the benefit of the alumni.
- e. To promote close relations between alumni and students of the department and to support student programmes.
- f. To provide exchange of information between the alumni, the department and its students.
- g. Any other objectives which are in conformity with the above aims and objectives of the association.

Article III : Patron

The Dean of Faculty of Engineering, University of Peradeniya shall be the Patron of the alumni.

Article IV : Committees and Duties

- a. The General committee shall consist of the Executive committee and 3 representatives from each batch of the department.
- b. The Executive Committee of the association shall consist of the following persons.
 - i. The office bearers of the association
 - ii. Head of the Department (Ex Officio)
 - iii. Senior Treasurer to ACES (Ex Officio)
- c. The Executive Committee may appoint any other committees (Standing Committees) for a specific purpose. Each of these Standing Committees shall be nominated by the Executive Committee for a period of one year. Each standing Committee shall consist of a minimum of five members, of whom, at least one shall be a member of the Executive Committee.
- d. The office bearers of the association shall be the following:
 - i. The President
 - ii. The Eight Vice-Presidents (for each standing committee - Article V)
 - iii. The Secretary
 - iv. The Two Assistant Secretaries
 - v. The Treasurer (a current staff member of the Department)
 - vi. The Assistant Treasurer
 - vii. The Editor
 - viii. Six Committee members
- e. Either the president or the secretary shall be from the academic staff of the department.
- f. The office bearers of the association and Executive Committee members shall be elected at an annual general meeting and shall hold office for a period of one year.
- g. The Secretary of the association shall undertake the administrative duties associated with the association in liaison with the President and Executive Committee.
- h. The Treasurer shall be responsible for maintaining records of the income and expenditure of the association. He/She shall provide the Executive Committee

with an annual account statement in January of each year in addition to the statement at the annual general meeting.

- i. Meetings of the Executive Committee and the Committee shall be chaired by the President of the association or in his absence by one of the Vice-Presidents.
- j. The Executive Committee shall be responsible for implementing the decisions of the membership.
- k. If an office bearer is absent from three consecutive meetings of the Committee, the chair of that office will fall vacant at the discretion of the Executive Committee.
- l. If, for any reason the chair of an office bearer falls vacant before one year the Executive Committee shall nominate suitable person(s) to serve for the remaining period of office
- m. No office bearer shall hold the same office for more than three consecutive years.
- n. A pro tem chairman should conduct the elections.

Article V : Standing Committees

- a. There shall be Standing Committees on :
 - 1. Department Development
 - 2. Continuous Professional Development
 - 3. Student Welfare
 - 4. Finance and Fundraising
 - 5. Public Relations, Alumni Welfare and Social Affairs
 - 6. Education, Training, and Research
 - 7. Industrial Relations
 - 8. Higher Education
- b. The Executive Committee may, in addition to the above mentioned committees, appoint any other committee for a specific purpose.
- c. The Standing Committees shall be chaired by the allocated vice-president.

Article VI : Membership

- a. Membership shall consist of two categories.
 - i. Standard Membership
 - Any person who was an undergraduate or postgraduate student in the department.
 - Any person who is a current or past staff member of the department.
 - ii. Honorary Membership
 - Any person who is not eligible for standard membership but has rendered distinguished service to the department or to the association.
- b. An application should be made to the association on the prescribed form for admission to Standard Membership.
- c. Honorary Membership is declared according to nomination by the Executive Committee of the Association
- d. All members shall have the right to vote, to be nominated as office bearers in the association, to propose and second the candidature of another member.
- e. All members shall have the right to receive relevant communications from the secretary.

Article VII : Meetings

- a. The Executive Committee shall meet at least six times a year.
- b. A special general meeting of the Association shall be convened by the Secretary of the Association at the request of not less than twenty five full members or at the request of the Executive Committee.
- c. The annual general meeting shall be held every year, before the end of March of the year succeeding the fiscal year, at a time and place determined by the Executive Committee.
- d. The agenda of the Annual General Meeting shall include, inter-alia the following:

- Tabling of the minutes of the last Annual General Meeting;
 - Tabling of the audited statements of accounts for the preceding year;
 - Presenting the annual report of the Association for the preceding year;
 - Election of office bearers, Executive Committee members and Trustees;
 - Appointment of Auditors;
 - Tabling of any motion or resolution of which due notice has been given.
- e. The quorum at a special or general meeting of the Association shall be fifty or 1/10 of the full members eligible to vote, whichever is less.

Article VIII : Membership Fee

- a. The Standard Membership Fee is to be decided by the Executive Committee.

Article IX: Changes to Statutes

- a. Any amendments to the Constitution shall require the approval of at least two-thirds of the full membership present at the Annual General Meeting or a General Meeting or a Special Meeting, provided however, that the notice of such amendments shall be given to each full member of the Association at least two weeks in advance.

Article X: Fiscal Year

- a. The fiscal year of the association shall be from the first of January to the thirty first of December.
- b. The annual accounts of the Association shall be audited at the end of the fiscal year by a registered firm of Chartered Accountants appointed at the Annual General Meeting.

Article XI: Trustees

- a. There Shall be three trustees of the association. They shall be elected at an annual general meeting and shall hold office for a period of one year.
- b. If, for any reason, the chair of a trustee falls vacant before one year the Executive Committee shall nominate suitable person(s) to serve for the remaining period of office.

Article XII: Legal and Financial Matters

- a. All funds of the Association shall be deposited to the credit of the Association in such banks and/or other institutions in current accounts and/or savings accounts and/or deposits, as the Executive Committee may decide, from time to time.
- b. The signatories for banking are the Treasurer and the President or Secretary (who ever form the department). In someone's absence, the Executive Committee names a suitable representative.

APPENDIX A

01. The President shall exercise the powers normally incident to that position. He/she shall have the right of determination on any dispute arising from any responsibility for the interpretation and clarification of procedural questions. He/she shall preside at all meetings of the Association and of the Executive Committee. In his/her absence, the Association or the Executive Committee shall elect one of the Vice-Presidents to preside.
02. The Vice-Presidents shall assume the duties delegated to them. Each Vice-President shall have particular responsibility for the functions of one of the Standing Committees of the Association.
03. The General Secretary shall be responsible for:
 - a. The issue of notices for the Annual General Meeting, Special General Meetings and meetings of the executive Committee,
 - b. The preparation, circulation, presentation and maintenance of the minutes and records of all meetings,
 - c. The circulation of the agenda and/or minutes of meetings, not less than seven days prior to such a meeting,
 - d. The maintenance of the membership register of the Association.