



**ASSOCIATION OF  
INDIAN MANAGEMENT SCHOOLS**

**MEMORANDUM OF ASSOCIATION AND  
RULES  
(Amended as on 28.08.2009)**

**ASSOCIATION OF INDIAN MANAGEMENT SCHOOLS**

D.No. 6-3-668/10/76, First Floor, Near Sri Venkateshwara Temple,  
Durga Nagar Colony, Punjagutta, Hyderabad- 500 082.

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# ASSOCIATION OF INDIAN MANAGEMENT SCHOOLS

## PREAMBLE

The National Conference of Heads of Management Educational Institutes in India, held at the Indian Institute of Management, Bangalore, from 28<sup>th</sup> to 30<sup>th</sup> April 1988, reviewed the present status of Management Education in the context of the policy implications arising from the National Education Policy 1986 and the resultant Programme of Action and resolved”

“This Assembly of Heads of Management Institutions resolves that a NETWORK of Management Institutions offering Post-Graduate Courses be constituted”.

It is recognised that the above Association will meet the needs of a professional Association of Heads of Management Institutions concerned with standards of Management Education and developing criteria for accreditation of institutions and their programmes, so as to make them relevant to the prevailing national and social objectives.

To give shape to that decision of the Conference, it formed an Organising Committee headed by Prof. J. Philip, Director, Indian Institute of Management, Bangalore, and authorized it to develop the charter of the Association, finalise the formalities and get the Association registered in Bangalore before 30 September 1988.

The Organising Committee consists of the following members:

<b>Prof. J. Philip, IIM-Bangalore</b>	<b>- Chairman</b>
<b>Prof. Venkutat H. Patil, IIM-Lucknow</b>	<b>- Member</b>
<b>Prof. D. Shankar Narayan, IIM-Bangalore</b>	<b>- Member</b>
<b>Prof. K. Hanumanthappa, Bangalore University</b>	<b>- Member</b>
<b>Prof. G. P. Rao, Madurai Kamaraj University, Madurai</b>	<b>- Member</b>
<b>Prof. D. P. Sharma, S. K. University, Anantpur</b>	<b>- Member</b>
<b>Prof. D. Panduranga Rao, Andhra University, Vishakapatnam</b>	<b>- Member</b>
<b>Prof. B. R. Agarwal, M. D. University, Rohtak</b>	<b>- Member</b>
<b>Prof. R. N. Singh, Rajasthan University, Jaipur</b>	<b>- Member</b>
<b>Prof. R. D. Agarwal, Devi Ahalya University, Indore</b>	<b>- Member</b>
<b>Prof. M. T. Thiagarajan, Pondicherry University</b>	<b>- Member</b>
<b>Prof. N. Ranganathan, Cochin University, Cochin</b>	<b>- Member</b>

In the light of the resolution of the Assembly of the Heads of Management Institutions as well as the authorization given by that General Assembly to the Organising Committee, the members of the Organising Committee, who have assembled here today at Bangalore, do adopt this Memorandum and Article of Association for the newly formed Association of Indian Management Schools.

August 27, 1988

Bangalore.

# MEMORANDUM OF ASSOCIATION

## ARTICLE 1

Name, nature and location of the Association and its seal

1. The name of the Society shall be “Association of Indian Management Schools (AIMS)”.
2. It shall be a non-profit professional organization.
3. The office of the Association shall be located at the Indian Institute of Management, Bannerghatta Road, Bangalore 560 076. The General Assembly may, however, decide in future, the place at which the office of the Association may be located.
4. The Association shall have a distinct corporate entity and it shall have a corporate seal, bearing the acronym AIMS.
5. There would be a three tier, federal decentralized structure of governance with strong central collective leadership and coordination system. This may consist of National and Regional bodies and Local chapters.
6. The Executive Board shall have the power to group the members into Regions in furtherance of the aims and objects of the Association.
7. Each Region may comprise Local Chapters at the state level. The number of Chapters in a Region would depend on the number of member Institutes in the Region/State. Accordingly, AIMS may have about 15 Chapters in the country to begin with.

## ARTICLE 2

Aims and Objects

The aims and objects of the Association shall be:

- (a) To establish a network of institutions engaged in Management Education, Training and Research in India.
- (b) To contribute to the development of Management Education in all its aspects and to help establish, maintain and improve standards of training, research and examinations.
- (c) To undertake, organize and facilitate training and professional development programmes for in-service personnel, teachers and trainers.
- (d) To set up and assist the process of accreditation of institutes engaged in Management Education.
- (e) To undertake and provide for the publication of Newsletters, Journals or other forms of written communication and production of audio and / or visual materials for dissemination of ideas and information relating to the work of the Association and development in the field of Management Education.
- (f) To institute, or cause to set up, local/regional chapters at convenient locations in India to promote the objects of the Association.
- (g) To cooperate, with other national and international bodies to help the cause of Management Education.
- (h) To take steps for development of management literature, case studies, teaching materials, books, etc., relevant to the Indian context.
- (i) To promote linkages between the Association and Industry, Business, Government and other organizations.
- (j) To strengthen institutional capabilities through faculty development and faculty exchange and to assist in better utilization of institutional infrastructure.

- (k) To function as the professional body for the promotion of Management Education by taking appropriate actions towards influencing and enhancing the quality of management in organizations through improvements in the HRD systems.
- (l) To launch common management education, training, research and consultancy ventures outside India on its own or in collaboration with other Management Institutes and Networks, Industries, inter-Governmental agencies and other funding organizations.
- (m) To associate and collaborate with regional and International Management Networks with a view to furthering the cause of Management Education and Development world-wide.
- (n) To undertake any other activities including raising of funds which would further the objects of the Association.

### **ARTICLE 3**

All funds and income from various sources shall be utilized for promoting the objects of the Association and not for payment of any dividend or distribution of any incomes or profits among the members.

### **ARTICLE 4**

#### **Name and Address to whom communications may be sent**

The President or, in his absence, the Regional Vice President nominated to act in his/her place, and on the authority of the President, the Executive Secretary is authorized to correspond with the Registrar of Societies and communications from the Registrar of Societies shall be sent to:

The Executive Secretary

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We, the several persons whose names and addresses are given below, having associated ourselves for the purpose described in the Memorandum of Association and set our several and respective hands hereunto and form ourselves into a society under the Karnataka Societies Registration Act XVII of 1960, this Twenty Seventh day of August 1988.

**Subscribers to the Memorandum of Association:**

No.	Name, Occupation and address	Age (Years)	Signature with date
1.	Prof. J. Philip, Director Indian Institute of Management Bannerghatta Road, Bangalore 560 076	52	Sd\-
2.	Prof. R. D. Agrawal, Director Institute of Management Studies Devi Ahilya Vishwavidalaya Indore 452 001.	57	Sd\-
3.	Prof. G. P. Rao, Professor & Head Department of Management Studies Madurai Kamaraj University Madurai 625 021.	52	Sd/-
4.	Prof. M. T. Thiagarajan, Dean School of Management Studies Central University Pondicherry 605 012	52	Sd\-
5.	Prof. D. P. Sharma, Professor & Dean Department of Commerce & Management Studies Sri Krishnadevaraya University Anantapur 515 003	54	Sd/-
6.	Prof. K. Hanumanthappa Professor & Chairman Department of Management Studies Bangalore University, Central College Bangalore 560 001	54	Sd/-
7.	Prof. D. Panduranaga Rao, Head Department of Management Studies Andhra University Waltair	40	Sd/-
	Witness Mr. K. V. Sivangi Advocate 361, I Block, Rajajinagar Bangalore 560 010	54	Sd\-

## **ARTICLES OF ASSOCIATION**

1. NAME: **ASSOCIATION OF INDIAN MANAGEMENT SCHOOLS (AIMS)**
2. REGISTERED OFFICE: **Association of Indian Management Schools**  
Bannerghatta Road, Bangalore 560 076

### **3. MEMBERSHIP**

#### **3.1 Categories**

- 3.1.1 Institutional Membership will be available to management education institutes such as Universities and their Management Departments, or Schools or Institutes of Management, affiliated schools imparting management education, National Management Institutes and other recognized private management educational institutions as well as professional organizations directly involved in Management Education offering long duration programmes subject to the criteria approved by the Executive Board.
- 3.1.2 Affiliate Membership will be available to International Management Education Networks and other professional bodies, corporations, government organizations / departments.
- 3.1.3 The membership fees for different categories of membership (annual and life membership) will be decided by the Executive Board from time to time subject to ratification by the General Body of institutional members.

#### **3.2 Admission**

- 3.2.1 The admission of members in various categories shall be decided by the Executive Board in accordance with the norms laid down by it and in force on the date when the application for the membership is considered by the Board.
- 3.2.2 The Executive Board shall, every year, constitute the Membership Screening Committee consisting of three members to scrutinize requests for admission to membership.
- 3.2.3 Applications for membership of the Association will be considered by the Membership Screening Committee on the basis of the norms of membership laid down by the Board.
- 3.2.4 The recommendation(s) of the Membership Screening Committee will be placed before the Board which shall have the final power to accept the application for membership of the Association.

#### **3.3 Cessation**

- 3.3.1 The Membership shall cease for non-payment of arrears for a period of six months or on resignation.
- 3.3.2 The Executive Board may decide to terminate the membership of an institution or an affiliate member, if deemed fit.

### **4. STRUCTURE OF AIMS**

#### **4.1 General Body/Assembly and its Powers**

- 4.1.1 The General Body of AIMS is comprised of all institutional members of the Association. There shall be a General Assembly of such institutional members of the Association, which will lay down policy guidelines, rules and regulations relating to admission of members, or termination of membership, appointment of auditors, approval of annual accounts and the overall management of the Association including the dissolution of the Association, if so warranted, and also to decide upon the future of the assets, if any.

- 4.1.2 The General Body members shall meet at-least once every year (General Assembly) within India. Members other than Institutional members may attend General Assembly as observers without voting rights. It will be presided over by the President, and, in his absence, by the Regional Vice-President, nominated for this purpose.
- 4.1.3 One third of the total membership (life members and valid annual members as on the date of General Assembly) or fifteen members, whichever is less, shall be the quorum.
- 4.1.4 All decisions of the General Assembly, unless otherwise specifically provided, shall be made by a simple majority of members present and voting on any matter considered by it.

## **4.2 Executive Board and its powers**

- 4.2.1 There shall be an Executive Board consisting of the President, Four Regional Vice-Presidents, Treasurer, Immediate Past President and nine other members elected by the General Body of Institutional members or local chapters, as the case may be.
- 4.2.2 Past Presidents may attend the meetings of the Executive Board as invitees without voting rights.
- 4.2.3 The Executive Board may *co-opt* two members and may also *nominate* two members to the Board from outside AIMS members who have made outstanding contributions to the cause of education, in general, or to Management Education, in particular.
- 4.2.4 The Executive Board shall be responsible for implementing the policies, programmes and projects, approval of budget, managing the finances of the Association, presentation of annual reports and audited accounts to the General Assembly, and appointing of any administrative supporting staff for the functioning of the Association.
- 4.2.5 The Executive Board shall meet at-least twice a year at a notice of *at-least* fourteen days. Five members shall form a quorum and all decisions shall be taken by a simple majority of members present. In matters of urgency, the President may take decisions, by circulation amongst members of the Board at least three days in advance.
- 4.2.6 The Executive Board may delegate all or any of its powers to any one or more of the institutional members of the Association or constitute sub-committees for implementation of the planned programmes of the Association.
- 4.2.7 The Executive Board shall approve the annual budget and present the annual audited accounts to the General Assembly for adoption. The Audited Accounts so adopted shall be filed with the Registrar along with the list of members of the Executive Board as per Sec. 13 of KSR Act, 1960.
- 4.2.8 The Executive Board shall have the power to raise funds in the form of donations, contributions from funding agencies, government or general public, borrow monies, acquire and hold land, building or other assets and dispose of the same, open and operate bank accounts, sign contracts, documents and other instruments, and to deal with all financial matters on behalf of AIMS.
- 4.2.9 The Executive Board may delegate necessary financial powers to its office bearers to ensure smooth and effective functioning of the Association.
- 4.2.10 The financial year of the Association shall be from April of the current year to March of the succeeding year.

## **4.3 Local Chapters and Regional Council**

- 4.3.1 Each State, with not less than 20 institutional members, shall be formed into a Chapter. If a State has more than 40 institutional members, it may be split into two or three convenient Chapters, e.g: the State of Maharashtra may have Mumbai as one Chapter, with the rest of the members in other areas formed into one or two more Chapters. Thus, there may be three or more chapters in a Region.

- 4.3.2 If the number of institutional members is less than 20 in a State, such a State may be combined with the geographically closer/adjoining State Chapter initially till it has 20 institutional members in it.
- 4.3.3 Each Chapter will be headed by a Chairperson elected by its institutional members.
- 4.3.4 All the Chairpersons of the Chapters and the Regional Vice-President will constitute the Regional Council of a particular region.

## **5. POWERS OF OFFICE BEARERS OF AIMS**

### **5.1 The President**

The President shall be the Chief Executive head of the Association and will be authorized to conduct the activities of the Association including appointment of administrative staff for the Secretariat and other Offices of the Association.

### **5.2 The Regional Vice-Presidents**

- 5.2.1 One of the Regional Vice-Presidents as decided by the Executive Board will look after the functions of the President in the absence of the President.
- 5.2.2 The Regional Vice-Presidents would be members of the Executive Board as representatives of the respective Regions.
- 5.2.3 The Regional Vice-President shall be responsible for planning and conducting the activities of the Association in his/her Region. He/she will also be responsible for presenting a budget of the activities in his/her Region to the Executive Board.
- 5.2.4 Further, he/she will be responsible for maintaining and operating the bank account of the monies received and spent on Association's Programmes in his/her Region during the accounting year of the Association.
- 5.2.5 Each Regional Vice-President may be provided minimum necessary secretarial support, to be located in his/her office. Regional Vice-President should be able to generate income through membership drive/programs etc. and on the sharing pattern to be decided by the Executive Board.
- 5.2.6 Each Regional Vice-President will hold office for one year.

### **5.3 The Treasurer**

The Treasurer shall be responsible for budgeting and accounting for the Association.

## **6. VOTING RIGHTS AND ELECTIONS**

- 6.1 Only Institutional Members represented by the head of the Institution, or his duly authorized nominee, shall have the right to participate in the process of elections to the Offices of the Association (President, Treasurer, and Regional Vice-Presidents) and members of the Executive Board.
- 6.2 Further, only those Institutional Members that are in good standing with respect to the payment of their subscription as of the date of notification of elections shall be entitled to participate in the election.
- 6.3 To qualify as a member for the Executive Board, the Institute must be either a Life Member or put in five years of continuous Annual Membership. Only members with drive and initiative and active participation in AIMS activities may be considered.
- 6.4 Each year, Institutional members (represented by heads of such institutes) shall elect a President, Treasurer and ninth member on national basis and four Regional Vice-Presidents and eight other members (through local chapters) to the Executive Board.



- 6.5 The call for nominations to the various offices of the Association shall be issued by the Executive Director/Executive Secretary, under the direction of the President as authorized by the Executive Board, at least 60 days before the Annual General Meeting.
- 6.6 A 'Returning Officer' shall be appointed by the Executive Board (in its March/April meeting) for the purpose of conducting the AIMS Elections.
- 6.7 A list of valid nominations out of the over-all nominations received by the President, or his nominee or the Returning Officer shall be prepared in a ballot paper format and then the elections to various positions be announced.
- 6.8 Election to the various positions shall be conducted through secret ballot, electronically, as per the process to be decided by the Executive Board.
- 6.9 Adequate representations may be ensured from University Colleges, Autonomous Colleges, Govt. of India Institutes, Deemed Universities, etc.
- 6.10 About 1/3rd of Membership to retire after two or three years as decided by the Executive Board from time to time, to let in new faces.

## **7. ELECTION OF OFFICE BEARERS**

### *7.1 Election of the President:*

- 7.1.1 The President shall be elected on a national basis, by the General Body of institutional members.
- 7.1.2 Duration of the Presidentship may be for one year only as at present.
- 7.1.3 The President may be chosen primarily on Leadership and Impact potential of the person at the national level.

### *7.2 Election of Treasurer and 9<sup>th</sup> Member*

These two positions shall be elected by the General Body of institutional members as in the case of the President, on a national basis.

### *7.3 Election of Regional Vice-Presidents*

There will be four Regional Vice-Presidents, one from each region, elected by the Chapter Chairpersons of each Region.

### *7.4 Election of Chapter Chairpersons/Members of Regional Council*

- 7.4.1 Institutional Members of each Chapter shall elect one among them as Chapter Chairperson. All such elected Chairpersons in a Region will, in turn, elect one among them as Regional Vice-President. All of them together will constitute the Regional Council.
- 7.4.2 Regional Vice-Presidents represent their respective region in the Executive Board.
- 7.4.3 Each Regional Council shall nominate two of its members, excluding the Regional Vice-President, who will be members of the Executive Board.

## **8. FORMATION OF NEW EXECUTIVE BOARD AND FILLING OF VACANCIES**

- 8.1 The outgoing Executive Board shall place the panel of elected members before the General Assembly of the Association for consideration and adoption, if deemed fit.
- 8.2 In the event of the General Assembly not concurring with the name(s) of the Panel presented by the Executive Board for any valid reasons, election shall be held only for those positions on which General Assembly does not concur with the Panel, on the floor of the General Assembly.
- 8.3 Only such members as are entitled to vote and are present in person at the General Assembly shall

participate in such an election.

- 8.4 In the event of a vacancy arising in the Executive Board of the Association due to death, resignation, change in position or retirement of an incumbent, the new head/nominee of the Institution represented by him/her will automatically take his/her place on the Regional Council and the Board and will serve as a member till the term of the Regional Council/Board is over.
- 8.5 In the event of the office of the President falling vacant due to death of the incumbent or his/her resignation or retirement from the Institution represented by him/her or the Association, one of the Regional Vice-Presidents as decided by the Executive Board shall discharge the functions of the President till the term of the incumbent is over and fresh elections take place.
- 8.6 If the office of the Regional Vice-President officiating as President also falls vacant, for any reason, the Executive Board shall elect another Regional Vice-President to hold the office of the President for the remaining term.
- 8.7 There may be specific role assignments to the President, Regional Vice-Presidents, and Immediate Past President.

## **8.8 Management Committee**

- 8.8.1 A Management Committee, comprising the President, Immediate Past President, Treasurer, Regional Vice-Presidents, and a few Co-opted members (specially members heading specific portfolios, like ATMA), and full time office bearers (like the Executive Director and the Secretary) may be constituted for operating management.
- 8.8.2 The Committee may meet bi-monthly or quarterly to ensure timely planning and implementation of the various programmes of the AIMS.
- 8.8.3 The Management Committee meeting will normally precede the Executive Board meeting.

## **9. ADMINISTRATION**

### **9.1 The Executive Director**

- 9.1.1 The Executive Director, who shall be a professional (with both academic and administrative experience) appointed on a full-time basis, is required to provide strong managerial support to the President and the Executive Board. He/she would also follow up Policy Advocacy initiatives and coordinate activities with stakeholders and various bodies.
- 9.1.2 He/she would be appointed on a contractual assignment for three years, further renewable for similar period, depending on the quality of contribution and performance by the incumbent.
- 9.1.3 The selection of Executive Director will be made through a Search Committee to be nominated by the Executive Board.
- 9.1.4 The Executive Director will attend the Executive Board meetings.

### **9.2 The Executive Secretary**

- 9.2.1 The President may appoint an Executive Secretary, who will look after the day-to-day administration of the Association within the overall policy guidance of the Executive Board and the direction of the President, and in his absence, of the Regional Vice-President as decided by the Executive Board.
- 9.2.2 If so decided by the Board, the Executive Secretary may report to the Executive Director.

## **10 OTHER MATTERS**

10.1 Amendments to Memorandum and Rules as per Sec 9 and 10 of KSR Act 1960

- 10.1.1 The Executive Board, if and when it considers necessary, may suggest amendments(s) to this Memorandum of Association or to the Rules and put it to a Special Meeting of the General Body/Assembly of members for its approval and adoption.
- 10.1.2 Every amendment to the Memorandum of Association or Rules shall require *at least* two-thirds majority of the Institutional Members present at the Special General Assembly meeting convened with a minimum of twenty one days' notice.
- 10.1.3 The Quorum for the Special General Assembly Meeting shall be the same as for the Annual General Assembly Meeting.

**10.2 Legal Action**

The Executive Board of AIMS, the President, any other office bearer of the Society, the Executive Director or the Executive Secretary authorized in this behalf by the Board may bring or defend any action or other legal proceeding touching or concerning any property or right or claim of the Society and may sue or be sued in its name.

**10.3 Amalgamation**

In case of amalgamation, Section 22 of KSR Act will be followed.

**10.4 Dissolution**

In case of dissolution, Section 22 and 23 of KSR Act will be followed.

**10.5 Working Hours for the Secretariat**

The working hours of the AIMS Secretariat shall be between 10.00 a.m. to 5:00 pm on week days and 10:00 a.m to 2:00 p.m. on Saturdays. Sundays would be holidays.

The AIMS Secretariat would remain closed on National Holidays and other holidays as decided by the President.