

## Guidelines on AIMS Elections

### prepared on the basis of the Task Force Report and decisions of the AGM

The terms of the Memorandum of Association and Rules and Articles of Association of AIMS updated as of 28th August 2009 are modified as follows:

Clause 6.1: “Only Institutional Member represented by the head of the Institution shall have the right to participate in the process of elections to the Officers of the Association (President, Treasurer and Regional Vice-Presidents) and members of the Executive Board”

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.

It is clarified by the Task Force that the Head of an institution is a person who has full time overall charge of academic, administrative and financial affairs of an institution working under the superintendence, control and direction of the Management representing the parent body of the institution. In terms of the above clarification, a representative of the management who is given interim charge of the institution pending the appointment of fulltime head drawing honorarium or working gratis shall not be accepted as the head of an institution for purpose of AIMS Elections.

Clause 7.1: Relating to the election of the President, following additions as clause 7.1.4 is suggested to be added:

The election of the President shall conform to the rotation formula adopted as a convention by AIMS in terms of which a fair opportunity is afforded to each region for election of President. The arrangement for this purpose was referred to as ‘NEWS’ meaning that the election of President will go by the regions in the order: Northern, Eastern, Western and Southern. This would avoid any one region monopolizing the Presidentship of the Body.

**The procedure for election as set forth in clause 6.5 to 6.10 shall be as follows:**

6.5: The call for nominations to the various offices of the Association shall be issued by the Returning Officer/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: The Returning Officer/Executive Director/Executive Secretary shall call for nominations from institution heads in good standing for the various offices of AIMS.
- 6.8: A list of valid nominations out of the over-all nominations received by the Returning Officer directly shall be prepared and circulated among the members of AIMS allowing five days to the respective candidates to withdraw their nominations under intimation to the Returning Officer.
- 6.9: After the process of withdrawals has been completed the Returning Officer shall prepare the ballot paper with assistance from the office of AIMS and announce the elections to various positions.
- 6.10: Elections to the various positions shall be conducted through secret ballot such that the ballot paper not bearing any name or identification is returned by each member exercising his/her vote in a sealed cover bearing the membership number and name of the voting member.
- 6.11: The Returning Officer shall fix a date for counting the ballots and invite the representatives of the candidates to be present to obviate any disputes about the acceptance of valid votes. The verdict of the Returning Officer as to the validity of votes shall be final
- 6.12: The counting will be conducted by scrutinizers appointed by the Returning Officer with representative from office of AIMS in the presence of any representative of the candidates present at the time of counting.
- 6.13: A list of the elected members in each category shall be prepared on the spot under the supervision of the Returning Officer who will prepare a final tally of results of the elections and hand over the sealed cover containing the results to the Executive Director/Executive Secretary of AIMS for dissemination to the candidates and subsequently to the members of AIMS.

It was further clarified by the Task Force as follows:

1. Head of a management institution (department)/B-School is a person who has full time overall charge of academic/administrative/financial affairs of the institution working under the superintendence, control and direction of the Management representing the parent body of the institution.
2. A candidate should have served as a Member of the AIMS Executive Board for a minimum of three years to be eligible for nomination to the post of President, AIMS.

A person acting in an immediate higher capacity (like Vice Chancellor) than the head of an institution who has served on the AIMS Executive Board for at least five years will also be eligible for election to any of the offices of AIMS.

Once the ballot paper is finalized each candidate for election shall circulate through the office of AIMS by means of an email his brief bio-data up to a maximum of 400 words for the information of the voting members.

No candidate shall directly ask the ballot papers completed by any member for transmission to the Returning Officer. If such an act is committed by any member it will be considered as an unfair practice and may lead to the cancellation of nomination of the candidate.

### **Relevant Extracts of the Minutes of the AGM held on 25th August 2015 at Indore**

There was a great deal of discussion on the issue of mode of education of Member Institutions, Affiliation to University, Recognition by AICTE and Elections ... A clause should be added to the criteria for submission of nominations for future elections that the institution should have AICTE/university recognition for conduct of any masters degree in management/post-graduate diploma; otherwise, the head of such institution should not be allowed to contest.

In the Executive Board Meeting held on 11<sup>th</sup> July, 2015, there was a detailed discussion on the absence of a few Board Members. With a view to ensure better attendance at the Board Meetings, the following actions were recommended by the Executive Board for approval by the AGM:

- a) Any Board Member (excepting former Presidents, who are invitees), who absents himself/herself for three consecutive Board Meetings in a year i.e., during the tenure of the existing Board, shall automatically cease to be a Board Member from that point onwards.
- b) Further, such a Member shall also get disqualified from contesting for any position of the Board for a period of one year, following such disqualification.

The above two disqualification clauses were approved by the AGM.