

## **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:

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"
2. 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.
3. 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 the purpose of AIMS Elections.
4. Relating to the election of the President, following additions as clause 7.1.4 have been 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.

### **This year the Presidential Candidature will be from Western Region.**

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

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. The Returning Officer/Executive Director/Executive Secretary shall call for nominations from institutional heads in good standing for the various offices of AIMS.
7. 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.
8. After the process of withdrawals has been completed the Returning Officer shall prepare the ballot paper, **if necessary**, with assistance from the office of AIMS and announce the elections to various positions.
9. Elections to the various positions shall be conducted online.
10. In the presence of the Returning Officer, the link provided for the ballot shall be opened on the date of counting the ballots. A couple of representatives of the candidates shall be invited to be present at the time of counting to obviate any disputes about the process. The verdict of the Returning Officer as to the validity of votes shall be final. 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.

Once the ballot paper is finalized, each candidate for election may circulate through email his/her brief bio-data with the help of AIMS Secretariat. The bio-data should be of not more than 400 words for the information of the voting members.