

**CO-OPERATIVE ACADEMY OF
PROFESSIONAL EDUCATION
(KERALA)**

(Established by the Government of Kerala)
(G O. [MS] No. 52/99/Co-Op: Dated 26-03-1999)

(Registered under the Travancore-Cochin Literary,
Scientific and Charitable Societies Act, 1955)

Reg. No. T. 608 of 1999

MEMORANDUM OF ASSOCIATION

AND

RULES

March 1999

(Updated in March 2021)



സംഘങ്ങൾ രജിസ്ട്രാർ ചെയ്യുന്നതും സംബന്ധിച്ച സർട്ടിഫിക്കറ്റ്

1955-ലെ 12-ാമത്ത് അനുബന്ധം കൂടിക്കർച്ചി സാഹിത്യ, ശാസ്ത്രീയ, ധർമ്മസംഘങ്ങൾ രജിസ്ട്രാർ ചെയ്യാൻ അനുമതി

ശ്രീ. കെ. എ. സി. 608..

1955-ലെ 12-ാമത്ത് തിരുവിതാംകൂർ-കൊച്ചി സാഹിത്യ, ശാസ്ത്രീയ, ധർമ്മസംഘങ്ങൾ രജിസ്ട്രാർ ചെയ്യാൻ അനുമതിയുള്ള Co-operative Academy, St. Pious College, Kollam. ഇന്നത്തെ ദിവസം രജിസ്ട്രാർ ചെയ്യാൻ അനുമതി വന്നതായതിനാൽ സർട്ടിഫിക്കറ്റുണ്ടാകുന്നു.

അതിനനുബന്ധമായി അതിനെക്കുറിച്ച്... ഉൾപ്പെടെ... മാത്രം... ചെയ്യാൻ അനുമതിയുള്ളതായതിനാൽ ഇന്നത്തെ രജിസ്ട്രാർ ചെയ്യാൻ അനുമതിയുള്ളതായതിനാൽ സർട്ടിഫിക്കറ്റുണ്ടാകുന്നു.

സംഘങ്ങൾ രജിസ്ട്രാർ ചെയ്യാൻ അനുമതിയുള്ളതായതിനാൽ ഇന്നത്തെ രജിസ്ട്രാർ ചെയ്യാൻ അനുമതിയുള്ളതായതിനാൽ സർട്ടിഫിക്കറ്റുണ്ടാകുന്നു.



OPT. 26/1749/89/V. 100709

THE PREAMBLE

The Co-operative Academy of Professional Education (Kerala) Society is being formed to establish Educational Institutions in various ¹fields of Higher Education to provide facilities for and promote Education & Training, Research & Development, Consultancy and related services of International Standards. The Society is promoted by the Co-operation Department of the Government of Kerala and will be an autonomous Society under the Government of Kerala. The Society is being registered under the Travancore-Cochin Literary, Scientific and Charitable Societies Act, 1955 on the basis of the Memorandum of Association and the Rules as approved by the Government of Kerala.

¹ *“Professional fields” is amended as “fields of Higher Education” vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 35 - Amendments)*

**MEMORANDUM OF ASSOCIATION AND THE RULES RELATING
TO THE ESTABLISHMENT OF THE
CO-OPERATIVE ACADEMY OF PROFESSIONAL EDUCATION
(KERALA) SOCIETY, TRIVANDRUM**

In the matter of Act XXII of 1955 for the Registration of Literary, Scientific and Charitable Societies, and in the matter of the Co-operative Academy of Professional Education (Kerala) Society, Trivandrum, herein after referred to as the Society.

MEMORANDUM OF ASSOCIATION

Sl. No	Rule and sub class	Description
		<p>Note: Govt of Kerala has issued order amalgamating 13 District Co-operative Banks with Kerala State Cooperative Bank after completing statutory formalities. Accordingly, the structure of the credit system has been changed considerably and the member positions in the original Memorandum of Association (MoA) are not existing now. Moreover, it was also decided to reduce the number of administrative bodies from the existing four (General Council, Board of Governors, Executive Committee and Managing Committee), to three viz., Governing Council, Executive Committee and Managing Committee. Hence, the administrative bodies named "General Council" and "Board of Governors" will cease to exist.</p>
1	1 (i)	The name of the Society shall be the "Co-operative Academy of Professional Education, Kerala."

- 1 (ii) The Registered office of the Society shall be situated at Trivandrum
- 2 2 The objects for which the Society is established are
- 2 (i)² (Deleted)
- 2(i) a³ To establish and to carry on the administration and management of Institutions in various Professional and other disciplines such as Engineering, Management, Law etc.
- 2(i) b To establish and to carry on the administration and Management of Educational institutions of various disciplines such as Commerce, Computer Science, Environmental Science, Robotics, Artificial Intelligence, Internet of Things, Data Science and such other areas of Higher Education.
- 2(ii) The Function of the Society shall be: -
- 2 (ii) a⁴ To provide for instruction, research, development and consultancy services in such branches of Engineering and Technology, Management, Pharmacy, Fashion Technology, Tourism Management and other Professional courses as the Academy may think fit and for the advancement of the learning and dissemination of knowledge in such branches.

² 2(i) Deleted vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 36 - Amendments)

³ 2(i) a and b added vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 36 - Amendments)

⁴ 2(ii) a and b. Amended as per the resolution no. 3.8 of Society meeting held on 26.06.2008

- 2 (ii) a (i)⁵ To provide for instruction, research, development for the conduct of Post Graduate and under graduate, diploma courses on various disciplines as decided by the Governing Council /Executive Committee.
- 2 (ii) a (ii) To conduct short term courses on various disciplines as decided by the Governing Council /Executive Committee.
- 2 (ii) a (iii) To organise coaching / training programmes such as Civil Service Coaching etc., for the betterment of job opportunities of the students of CAPE Colleges.
- 2 (ii) a (iv) To provide skill-oriented programmes for better employment and manage finishing schools for such programmes.
- 2 (ii) b To prescribe rules and regulations for and to hold examinations and declare the results and give awards for courses other than those for University Degrees and in respect of the latter to make arrangements in accordance with the Statutes and Regulations of the University to which the Institution(s) is/are affiliated.
- 2 (ii) c To institute and award Fellowships, Scholarships, Prizes and Medals in accordance with the Rules and Bye-laws.
- 2 (ii) d to confer honorary awards or other distinctions
- 2 (ii) e To fix and demand such fees and other charges as may be laid down in the Bye-laws of the Society;
- 2 (ii) f To establish, maintain and manage halls and hostels for the residence of students;
- 2 (ii) g To provide for the maintenance of units of the National Cadet Corps, National Service Scheme, and such other

⁵ 2(ii) a (i) to (iv) Added vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 37 - Amendments)

- schemes as the Society may deem fit, for the students of the Institutions set up by the Society
- 2 (ii) h To create administrative, technical, ministerial and other posts under the Society and to make appointments there to in accordance with the Rules and Bye-laws; and
- 2 (ii) h To co-operate with educational or other Institutions in any part of the world having objects wholly or partly similar to those of the Society by exchange of teachers, scholars and generally such manner as may be conducive to their common objects;
- 2 (ii) h To make Rules and Bye-laws for the conduct of the affairs of the Society and to add to, amend, vary or rescind them from time to time with the approval of the State Government;
- 2 (ii) h To acquire and hold property
- (iii)
- 2 (ii) h to deal with any property belonging to or vested in the Society in such manner as the Society may deem fit for advancing its objects, provided that prior approval of the State Government is obtained for the transfer of any immovable property
- (iv)
- 2 (ii) h To maintain a Fund to which shall be credited
- (v)
- 2 (ii) h All moneys provided by the Central and State Governments
- (v) a
- 2 (ii) h All fees and other charges received by the Society and/or the Institutions under the Society
- (v) b
- 2 (ii) h All moneys received by the Society by way of grants, bequests or transfer; and
- (v) c
- 2 (ii) h All moneys received by the Society in any other manner or from any other sources,
- (v) d

- 2 (ii) h (v) e⁶ To credit the fund received from Professional Education fund maintained by the Registrar of Co-operative Societies
- 2 (ii) h (vi) To deposit all moneys credited to the Fund in such Banks or to invest them in such manner as the Society may decide;
- 2 (ii) h (vii) To meet the expenses of the Society including expenses incurred in the exercise of its powers and discharge of its functions out of the Fund;
- 2 (ii) h (viii) To prepare and maintain accounts and other relevant records and to prepare an annual statement of accounts including the balance sheet of the Society in such form as may be prescribed by the State Government in consultation with Accountant General of the State;
- 2 (ii) h (ix) To forward annually to the State Government the accounts of the Society as certified by an Auditor appointed by the ⁷Executive Committee of the Academy.
- 2 (ii) h (x) To do all such thing as may be necessary, incidental or conducive to the attainment of all or any of the. objects of the Society.
- 2 (ii) h (xi) To constitute such Committee or Committees as it may deem fit for the disposal of any business of the Academy or for tendering advice in any matter pertaining to the Academy.

⁶ 2(ii) h (v) e Added vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 38 - Amendments)

⁷ Modified "Board of Governors" as "Executive Committee" vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 38 - Amendments)

- 2 (ii) h (xii) To delegate any of its powers to the ⁸Governing Council of the Academy, The Executive Committee, or to any of the Committee or Committees constituted by it.
- 2 (ii) h (xiii)⁹ To borrow or raise money for the objects of the Society and to offer property, immovable or movable of the Society by mortgage, pledge, hypothecation and / or otherwise.
- 3 3 (i) The Academy /Institution(s) shall be open to persons of ¹⁰any sex, and of whatever race, creed, caste or class, and no test or condition shall be imposed as to religious behalf or profession in admitting students or appointing members, teachers, and other staff of the Institution(s);
- 3 (ii) No benefaction shall be accepted by the Society which, in its opinion, involves conditions or obligations opposed to the spirit and object of this clause;
- 3 (iii) The Academy shall forward to the State Government before October each year, Annual Reports/Audit Reports for the Previous year.
- 4 4 The State Government may at any time appoint one or more persons to review the work and progress of the Society or Institution and to hold an inquiry into the affairs thereof and to report thereon, in such manner as the State Government may stipulate. Upon receipt of any such report, the State Government may take such action and issue such directions as it may consider necessary (in

⁸ Modified "Board" as "Governing Council" vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 38 - Amendments)

⁹ 2 (ii) h (xiii) Amended as per resolution no. 2.5.1 of the Society meeting held on 12.11.2001

¹⁰ 3 (i) Modified "either sex" as "any sex" vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 38 - Amendments)

respect of any of the matters dealt with in the report regarding the society or the Institution, as the case may be) and the Society /Institution shall be bound to comply with such directions.

5 In case the State Government is satisfied that the Society / Academy is not functioning properly, the State Government shall have the power to take over the administration and assets of the Academy

6¹¹ In the event of dissolution, the net assets, if any. after satisfying all the debts and liabilities shall either be transferred to Societies/Trusts having the same or similar object or shall be vested with the Government

7¹² The names, addresses and occupations of the first members of the Governing Council of the Society to which, by the Rules and the Bye-laws of the Society, the Management of its affairs is entrusted are: -

1. Chairman The Minister for Co-operation Government of Kerala	Sri S. Sharma The Minister for Co-operation Government of Kerala
2. The Secretary, Co-operation Department, Government of Kerala	Shri. Kuruvilla John, Secretary, Co-operation Department, Government of Kerala.
3. The Registrar of Co-operative Societies, Government of Kerala Trivandrum	Smt. Sheela Thomas, Registrar of Co-operative Societies, Government of Kerala, Trivandrum.

¹¹ 6 Amended as per resolution no. 2.5.2 (a) of the Society meeting held on 12.11.2001

¹² 7 Proposed to modify "Board of Governors" as "Governing Council" vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 39 - Amendments)

4. The Managing Director, Kerala State Co-operative Bank Ltd. Trivandrum.	Shri. L. Ashwinikumar Rai, Managing Director, Kerala State Co-operative Bank Ltd., Trivandrum.
5. The Director of Technical Education, Government of Kerala, Trivandrum	Dr. K. Neelakantan Director of Technical Education Kerala. Trivandrum
6. Director of Medical Education, Government of Kerala, Trivandrum.	Dr. B. Umadathan Director of Medical Education Trivandrum.
7. One eminent Expert in Technical Education (Non-official member) nominated by the State Government.	Dr. S. Unnikrishna Pillai, (Former Principal, REC, Calicut), Sithara, 31-Srinagar Lane, Tvm-695025
8. One eminent Expert in Medical Education (Non-official member), nominated by the State Government.	Member (Name awaited)
9. One Industrialist (Non-Official Member) in the region, to be nominated by the State Government.	Member (Name awaited)
10. President, Kerala State Co-operative Bank Ltd. Trivandrum.	Shri. K. K. Joseph, President, Kerala State Co-operative Bank Ltd., Trivandrum.
11-24 Fourteen Presidents of District Cooperative Banks in Kerala	Members (Names awaited)
25. Member-Secretary, The Director of the Academy.	(Ex-Officio)

A copy of the rules of the Society certified to be a correct copy by (three) members of the Society is filed along with this Memorandum of Association

We, the several persons whose names and addresses are given below, having associated ourselves for the purpose described in this Memorandum of Association, do hereby subscribe our names to this Memorandum of Association and set our several and respective hands hereunto and form ourselves into a Society under Act XXII of 1955 this 25th day of August 1998.

Sl. no	Name, Address and occupation of Members	Signature
1	Shri. E. K. Nayanar Chief Minister Kerala.	Sd/-
2	Shri. S. Sharma Minister for Electricity & Co-operation Government of Kerala.	Sd/-
3	Shri. Kuruville John Secretary, Co-operation Government of Kerala	Sd/-
4	Smt. Sheela Thomas Registrar of Co-operative Societies Government of Kerala.	Sd/-
5	Shri. Ashwini Kumar Rai Managing Director, Kerala State Co- operative Bank Ltd., Trivandrum.	Sd/-

6	Dr. K. Neelakantan Director of Technical Education Government of Kerala.	Sd/-
7	Dr. S. Unnikrishna Pillai (Formerly Principal, REC, Calicut) Sithara, 31 Srinagar Lane Trivandrum-695025.	Sd/-

Witnesses:

- | | | |
|----|-----------|------|
| 1. | Signature | Sd/- |
| 2. | Signature | Sd/- |

**CO-OPERATIVE ACADEMY OF PROFESSIONAL EDUCATION -
RULES**

- 1 In these Rules, unless there be anything repugnant to or inconsistent with the subject or context:
- 1 (a)¹³ "**Institution**" shall mean a "Professional and Higher Education, Research and Developmental Institution" established by the Society.
- 1 (b) "**Society**" shall mean the "Co-operative Academy of Professional Education (Kerala) Society".
- 1 (c) "**State Government**" shall mean the "Government of Kerala".
- 1 (d) **(Deleted)**¹⁴
- 1(d) (i) "**Council**" shall mean "The Governing Council of the Society"
¹⁵
- 1 (e) "**Executive Committee**" shall mean the "Executive Committee" of the Society.
- 1 (f) "**Managing Committee**" means the "Managing Committee of an Institution (or group of Institutions)" under the Society.
- 2¹⁶ **(Deleted)**
- 2 (a) The Governing Council shall consist of the following members:**

¹³ 1 (a) Proposed to modify "Professional Education" as "Professional and Higher Education" vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 39 - Amendments)

¹⁴ 1 (d) deleted vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 39 - Amendments)

¹⁵ 1 (d) (i) Added a new clause vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 40 - Amendments)

¹⁶ Deleted clause 2 in full and to replace 2(a) 1 to 22 vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 40 - Amendments)

1. **Chairman:** The Chief Minister, Government of Kerala Ex-Officio.
2. **Vice-Chairman:** The Minister in charge of the Department of Co-operation of the State, Ex-Officio.

Members

3. Member, Kerala State Planning Board
4. The Secretary, Co-operation Department, Government of Kerala
5. The Vice Chancellor, Kerala Technological University
6. Principal Secretary (Finance), Govt. of Kerala
7. The Registrar of Co-operative Societies, Government of Kerala, Trivandrum
8. The President, Kerala State Co-operative Bank, Thiruvananthapuram
9. The Managing Director/Chief Executive Officer, Kerala State Co-operative Bank Ltd. Trivandrum
10. The Director of Technical Education, Govt. of Kerala, Trivandrum.
11. One Eminent Expert in Technical Education (Non-Official Member), Nominated by the State Government.
12. & 13. Two experts from Higher Education field nominated by the State Government
14. & 15. Two representatives from Cooperative sector nominated by Govt. of Kerala
16. & 17. Two Experts (in the field of Management/Co-operation/Economics), nominated by the Government
18. & 19. Two eminent CEOs of Industries nominated by Government of Kerala
20. Legal Expert, nominated by Government of Kerala
21. & 22. Two elected Directors of the State Co-operative Bank nominated by the Board, Kerala State Co-operative Bank Ltd.
23. Member Secretary: Director CAPE

Note: The nomination shall be for a period of three years from the date of appointment

3¹⁷ If a member of the Governing Council shall change - his/her address, he/she may notify to the Secretary his/her new address, but if he/she fails to notify such new address, his/her address as recorded in the roll of the Members shall be deemed to be his/her address.

4 The general superintendence, direction and control of the affairs of the Society and of its income and property shall be vested in the ¹⁸Governing Council of the Society, which shall be called the Governing Council, Co-operative Academy of Professional Education (Kerala)", herein after referred to as ¹⁹ "The Governing Council".

5 (Deleted)²⁰

The Executive Committee

6 There shall be an Executive Committee of the ²¹**Society** consisting of 7 (seven) members composed of the following:

1. Chairman: The Minister in charge of Co-operation, Government of Kerala.
2. The President, Kerala State Cooperative Bank

¹⁷ In rule 3. the term, "Society" is modified as "Governing Council" vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 44 - Amendments)

¹⁸ In rule 4, the term, "Governing body" and "Board of Governors" are modified as "Governing Council" vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 44 - Amendments)

¹⁹ In rule 4, the term "The Board" is modified as "Governing Council" vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 44 - Amendments)

²⁰ Item 5 "Board" is deleted due to the invocation of "Governing Council" and sub clauses 5 (1 to 34) deleted vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 44 - Amendments)

²¹ In item 6, the term "The Board" is modified as "Society" as per vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 46 - Amendments)

3. The Secretary, Co-operation Department Government of Kerala.
4. The Registrar of Co-operative Societies, Government of Kerala.
5. The Managing Director/Chief Executive Officer, Kerala State Co-operative Bank Ltd. Trivandrum.
6. A nominee of the Finance Department, Government of Kerala.
7. The Director of the Academy, Member Secretary (Ex-Officio)

Managing Committee

- 7 Every Institution (or group of Institution, as decided by the ²²Governing Council) shall have a **Managing Committee** to manage the affairs of the Institution(s), subject to the provisions of the Memorandum and the Rules and Bye-laws made thereunder, and the direction of the Governing Council.
- 8.²³ The **Managing Committee** shall be composed of the following members:
 1. **Chairman**, The Minister in charge of Co-operation, Government of Kerala.
 2. ²⁴**Vice Chairman**: The Secretary, Co-operation Department, Government of Kerala or his nominee.
 3. The Registrar of Co-operative Societies, Government of Kerala or his nominee.
 4. The Director to the Kerala State Co-operative Bank Ltd. (Elected member from the respective Revenue District)
 5. The Director CAPE

²² The term, "Board" is replaced with "Governing Council" vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 47 - Amendments)

²³ 8 (1 to 14) Amended as per resolution no. 3.8. of the Society meeting held on 26.08.2008

²⁴ The post of Chairman is since assigned as "The Minister in charge of Co-operation, Government of Kerala" against "The Minister" vide resolution no. vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 47 - Amendments)

6. ²⁵The Principal of concerned college, Ex-Officio Member Secretary
- 7, 8. Two Senior Professors of the institution (s) being in the permanent employment of the institution. nominated by the Chairman, in consultation with the Director.
9. Representative of Industry, nominated by the Chairman, in consultation with the Director.
10. Principal of Govt. Engineering College nominated by Govt. of Kerala
11. Academician / Public person nominated by Govt. of Kerala

Note: In the case of Chairman, Vice Chairman and Registrar of Co-operative Societies, their authorised representatives can participate in the managing committee meetings.

- 9 (i) ²⁶ The term of the office of the members of the Governing Council, the Executive Committee as well as of the Managing Committee shall be three years from the date of its reconstitution and at the expiry of the three year term, the Governing Council/ Executive Committee /Managing Committee shall be reconstituted as a whole, provided that the Governing Council /Executive Committee/ Managing Committee shall continue till such reconstitution if such reconstitution does not take place on the expiry of the three year term.
- 9 (ii) The tenure of office of all the members other than the Ex-Officio members of the Governing Council / Executive Committee / Managing Committee shall be deemed to have expired with the date of expiry of the three-year term of the Governing Council /Executive Committee/ Managing Committee irrespective of the date of their appointment/ nomination as a member of the Governing Council / Executive Committee / Managing Committee.
- 9 (iii) Where a member of the Governing Council / Executive Committee Managing Committee becomes such member by reason of the office he/she

²⁵ *Items 8 (4 to 9) changed vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 48 - Amendments)*

²⁶ *In items 9(i) to 9(vi) and 10 to 14, "General Council" or "the Board" are changed vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 50 - Amendments)*

- holds, his/her membership shall terminate when he/ she ceases to hold that office.
- 9 (iv) A member of the Governing Council /Executive Committee / Managing Committee representing a Department of the State Government shall continue to be such member during the pleasure of the State Government.
- 9 (v) Every other member of the Governing Council or the Executive Committee or the Managing Committee shall cease to be such member on the expiry of the three-year term of the Governing Council, Executive Committee / Managing Committee fixed under Rule 9 (i) above, but shall be eligible for reappointment or re-nomination as the case may be.
- 9 (vi) Should any of the nominees of the State Governments (other than the Chairman) be prevented from attending a meeting of the Governing Council / Executive Committee / Managing Committee, he/she shall be at liberty to appoint and authorize a representative to take his/ her place at the particular meeting of the Governing Council / Executive Committee/ Managing Committee and such representative shall have all the rights and privileges of the member of the Governing Council /Executive Committee / Managing Committee whom he /she represents for that meeting only.
10. A member of the Governing Council, or the Executive Committee or Managing Committee shall cease to be such member if he/she (a) dies or, (b) resigns his/her membership, or (c) becomes of unsound mind or (d) becomes insolvent, or (e) is convicted of a criminal offense involving moral turpitude, or (f) if he/she is removed by the State Government from the membership of the Society, or (g) if he/she accepts a full-time appointment in the Academy or (h) if he/she fails to attend three consecutive meeting of the Governing Council or the Executive Committee or the Managing Committee without the leave of the Chairman
- 11 A member of the Governing Council or the Executive Committee or Managing Committee (other than an ex-officio member, or a member representing a Department of the State Government) may resign office by a letter addressed to the Chairman of the Governing Council, and such resignation shall take effect from the date it is accepted by the Chairman
- 12 Any casual vacancy in the Governing Council or the Executive Committee or the Managing Committee shall be filled by the appointment or nomination

of a member by the appropriate authority entitled to make such appointment or nomination and the member appointed or nominated to fill such casual vacancy shall hold office for the remaining term, if any, of the member in whose place he / she has been appointed or nominated

- 13 The Governing Council or the Executive Committee or the Managing Committee shall function notwithstanding any vacancy therein and notwithstanding any defect in the appointment, nomination or co-option of any of its members; and no act of proceedings of the Governing Council / Executive Committee / Managing Committee shall be called in question merely by reason of the existence of any vacancy therein or of any defect in the appointment, nomination or co-option of any of its members.

14 Meetings of the Governing Council

- 14 (i) ²⁷ (Deleted)
- 14 (i) ^{a28} The Governing Council, shall meet once in a year, provided that the Chairman shall call a meeting of the Governing Council, upon a written requisition of not less than five members.
- 14 (ii) ²⁹ For every meeting of the Governing Council, fifteen days' notice shall be given to the members.
- 14 (iii) Nine members, including the Chairman, shall constitute a quorum at any meeting of the Governing Council.
- 14 (iv) In case of difference of opinion amongst the members, the opinion of the majority shall prevail.

²⁷ Rule 14 (i) is deleted vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 55 - Amendments)

²⁸ Rule 14 (i) a is added vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 55 - Amendments)

²⁹ In rule 14 (ii) to 15, the terms "Society" or "the Board" are changed as "Governing Council" vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 55 - Amendments)

- 14 (v) Each member of the Governing Council, including the Chairman shall have one vote and if there shall be an equality of vote on any question to be determined by the Governing Council, the Chairman shall in addition have and exercise a casting vote.
- 14 (vi) Every meeting of the Governing Council shall be presided over by the Chairman and, in his/her absence from any meeting by the Vice-Chairman.
- 14 (vii) Any resolution except such as may be placed before the meeting of the Governing Council may be adopted by circulation among all its members and any resolution so circulated and adopted by a majority of the members who have signified their approval or disapproval of such resolution shall be as effectual and binding as if such resolution had been adopted at a meeting of the Governing Council, provided that in every such case at least seven members shall have recorded their approval of the resolution.

15. Powers and Functions of the Governing Council

In general, the Governing Council shall have all such powers and shall perform all such functions as are necessary or proper for the achievement or the furtherance of the objects of the Society. Subject to the provisions of the Memorandum, the Governing Council shall have the power:

- 15 (i) To lay down general policy to be followed by the Academy in implementing its objectives and functions.
- 15 (ii) To consider and approve plans and programs for establishment of Institution(s) by the Academy and to lay down principles for the general guidance of the institution(s).
- 15 (iii) to acquire and hold property;
- 15 (iv) To receive grants and contributions and to have custody of the funds of the Academy and to manage the properties of the Academy.
- 15 (v) To maintain and manage a Fund to which shall be credited all moneys received by the Society in any manner or form and from all sources; and to meet the expenses of the Society including incurred in the exercise of its powers and discharge of its functions out of such Fund;
- 15 (vi) To consider and approve, with or without modifications, the budget estimates of the Society for each year.

- 15 (vii) To appoint auditor(s) for auditing the accounts of the Academy every year and consider the reports of the auditors.
- 15 (viii) To co-operate with any other organization(s) in any part of the world, in the matter of education and training in Professional courses of study;
- 15 (ix) To institute and award Fellowships, Scholarships, Prizes and Medals;
- 15 (x) To confer honorary awards or other distinctions;
- 15 (xi) To enter into agreements for and on behalf of the Academy;
- 15 (xii) To sue and defend all legal proceedings on behalf of the Society;
- 15 (xiii) To appoint Committees for the disposal of any business of the Academy or for tendering advice in any matter pertaining to the Academy;
- 15 (xiv)³⁰ To delegate to such extent as it may deem necessary, any of its powers to the Executive Committee, or any Officer or Committee of the Governing Council;
- 15 (xv) To consider and pass such resolutions on the Annual Report, The Annual Accounts and the Financial Estimates of the Society or Academy or Institution as it thinks fit, such Annual Report, Annual Accounts and Financial Estimates along with the resolution passed thereby by the Governing Council being submitted to the State Government;
- 15 (xvi) To make adopt, amend vary or rescind from time-to-time Bye-laws for the regulation of, and for any purposes connected with the management and administration of the affairs of the Society, Academy or Institution(s) and for the furtherance of its Objects;
- 15 (xvii) To make adopt, amend, vary or rescind from time-to-time Byelaws (a) for the conduct of the business of Governing Council and the Committees to be appointed by it, (b) for delegation of its powers, or (c) for fixing the quorum, and
- 15 (xviii) To perform such additional functions and to carry out such duties as may from time to time be assigned to it by the State Govt.

³⁰ In rule 14 (iv) to 17 (xv), the terms "Society" or "the Board" are changed as "Governing Council" vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 55 -Amendments)

- 15 To do all such thing as may be necessary, incidental or conducive to the
(xix) attainment of all or any of the Objects of the Society.

Meetings of the General Council

16

(Deleted)

17

Powers and functions of the Executive Committee

Subject to the provisions of the Memorandum, the Executive Committee shall have power;

- 17 (i) To direct, supervise and control the affairs of the Academy and its income and property as per the policies and principles laid down by the Governing Council.
- 17 (ii) To prepare for approval of the Governing Council, detailed plans and programs for establishment of institution(s), and to carry on its administration and management after such establishment.
- 17 (iii) To prepare the budget estimates of the Society for each year for approval and to sanction expenditure within the limits of the budget.
- 17 (iv) To prepare and maintain accounts and other relevant records and to prepare an Annual Statement of Accounts including the Balance Sheet of the Society.
- 17 (v) To prepare before October each year, Annual Reports! Audit Reports of the previous year and place them before the Governing Council.
- 17 (vi) To prescribe and conduct courses of study, training, research and consultancy in different branches of Engineering and Technology, Medicine, Management, and other Professional Disciplines for the advancement of learning and dissemination of knowledge in such branches;
- 17 (vii) To prescribe rules and regulations for the admission of students to the various courses of study and to fix fees and other charges, in conformity with the policy approved in this behalf by the State and the Central Government;
- 17 To prescribe rules and regulations for and to hold examinations and declare
(viii) the results and give awards for courses other than those for University Degrees and in respect of the latter to make all such arrangements as it may be required to do by the statutes, ordinances and regulations of the University to which the Academy/Institution is affiliated;

- 17 (ix) To provide for and supervise the residence, health, discipline and well-being of the students of the Academy;
- 17 (x) To create, within budget provisions, teaching, administrative, technical, ministerial and other posts under the Academy and to make appointments thereto for the efficient management of the affairs of the Academy and to regulate the recruitment, conditions of service and control of the staff;
- 17 (xi) To propose Bye-laws for any matter for which they may be made, for consideration and approval by the Governing Council.
- 17 (xii) To perform all such acts and duties and exercise all such powers as may be delegated or assigned to it by the Governing Council.
 - 17 (xiii) To delegate any or all of its powers to the Director of the Academy for furtherance of the objectives of the Academy.
 - 17 (xiv) To sanction the conduct of courses, training programs, lectures, workshops, conferences etc.
- 17 (xv) To convene a meeting of the Governing Council as and when necessary, seminars and such other programs as it may deem fit.

18 Meetings of the Executive Committee

- 18 (i) The Executive Committee shall ordinarily meet once in every four months provided that the Chairman may, whenever he thinks fit, and shall on the written requisition of not less than four members call a special meeting. Not less than ³¹Seven days' notice shall be given of every meeting of the Executive Committee.
- 18 (ii) Four members of the Executive Committee including the Chairman shall constitute a quorum for any meeting of the Executive Committee.
- 18 (iii) In case of difference of opinion amongst the members, the opinion of the majority shall prevail.
- 18 (iv) Each members of the Executive Committee including the Chairman shall have one vote and if there shall be an equality of votes on any question to

³¹ In item 18 (i) and 20 (i), notice to convene a meeting is changed as seven days instead of fifteen days vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 60 - Amendments)

be determined by the ³²Governing Council, the Chairman shall in addition have and exercise a casting vote.

- 18 (v) Every meeting of the Executive Committee shall be presided over by the Chairman and, in his / her absence from any meeting by a member chosen from amongst themselves by the members present at the meeting.
- 18 (vi) Any resolution except such as may be placed before the meeting of the Executive Committee, may be adopted by circulation among all its members and any resolution so circulated and adopted by a majority of the members who have signified their approval or disapproval of such resolution shall be as effectual and binding as if such resolution had been passed at a meeting of the Executive Committee; provided that in every such case, at least four members of the Executive Committee shall have recorded their approval of the resolution.

19 ³³ Powers and Functions of the Managing Committee

Subject to the provisions of the Memorandum, the Managing committee shall have the power:

- 19 (i) To carry on the administration and management of the institution(s);
- 19 (ii) To receive grants and contributions and to have custody of the funds of the institution and to manage the properties of the Institution.
- 19 (iii) To prepare the budget estimates of the Institution for each year, and to sanction expenditure within the limits of the budget approved by the Executive Committee;
- 19 (iv) To forward to the Executive Committee as desired by the Executive Committee, Annual Reports/ Annual Accounts / Audit Reports of the previous year;
- 19 (v) To supervise the residence, health, discipline and well-being of the students of the Institution;

³² In rule 18 (iv) to 21 (ii), the terms "Society" or "the Board" are changed as "Governing Council" vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 60 - Amendments)

³³ 19 (vi to xi) Amended as per resolution no. 3.8. of the Society meeting held on 26.08.2008

- 19 (vi) To perform such additional functions and to carry out such duties as may from time to time be assigned to it by the Executive Committee.
- 19 (vii) The Managing Committee can send proposal to the Executive Committee on all matters pertaining to the academic, administrative matters relating to the College

20 Meetings of the Managing Committee

- 20 (i) The Managing Committee shall ordinarily meet once in every three months provided that the Chairman may, whenever he thinks fit, and shall on the written requisition of not less than four members call a special meeting. Not less than ³⁴seven days' notice shall be given of every meeting of the Managing Committee and a copy of the proceedings of every meeting shall be furnished to the Executive Committee as soon as practicable after the meeting.
- 20 (ii) Five members of the Managing Committee including the Chairman shall constitute a quorum for a meeting of the Managing Committee.
- 20 (iii) In case of difference of opinion amongst the members, the opinion of the majority shall prevail.
- 20 (iv) Each member of the Managing Committee Including the Chairman shall have one vote and if there shall be an equality of votes on any question to be determined by the Committee, the Chairman shall in addition have and exercise a casting vote.
- 20 (v) Every meeting of the Managing Committee shall be presided over by the Chairman and, in his/her absence from any meeting, by a member chosen from amongst them by the members present at the meeting.
- 20 (vi) Any resolution except such as may be placed before the meeting of the Managing Committee, may be adopted by circulation among all its members and any resolution so circulated and adopted by a majority of the members who have signified their approval or disapproval of such resolution shall be as effectual and binding as if such resolution had been

³⁴ Rule 20(i) is amended as seven days vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 60 - Amendments)

passed at a meeting of the Managing Committee; provided that in every such case, at least four members of the Managing Committee shall have recorded their approval of the resolution.

21 **Chairman**

- 21 (i) It shall be the duty of the Chairman of the Governing Council / Executive Committee/Managing Committee to see that the decisions taken by the Governing Council/ Executive Committee / Managing Committee are implemented.
- 21 (ii) The Chairman shall exercise such other powers as may be delegated to him / her by the Governing Council

22 **The Director**

- 22 (i) There shall be a Director for the Academy, who shall be the Ex-Officio Treasurer. He shall be a person qualified in relevant professional field or ³⁵ reputed IAS Officer or, ³⁶an academican with adequate teaching and administrative experience from a reputed academic institution and appointed by the Government of Kerala.
- 22 (ii) The Director shall be the Chief Academic and Executive Officer of the Academy and shall be for the proper administration of the Academy. He shall be the custodian of the records; the Funds of the Academy and such other property of the Academy as the Governing Council / Executive Committee may commit to his / her charge.
- 22 (iii) The Director shall have such other powers and perform such other duties as may be delegated or assigned to him by the Governing Council / Executive Committee.
- 22 (iv) The Director may delegate any of his/her powers to any of his/her subordinates with the approval of the Executive Committee.
- 22 (v) The Director shall act as the Secretary of the Society, the Governing Council, the Executive Committee and such other Committees as the Society or the Governing Council or the Executive Committee may decide.

³⁵ 22 (i) Amended as per resolution no. 3.8. of the Society meeting held on 26.08.2008

³⁶ Rule 22 (i) is amended vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 61 - Amendments)

- 22 (vi) In the event the post of the Director remaining vacant or the Director being absent or unable to perform his duties for any reason, it shall be open for the Executive Committee to direct any officer or officers in the service of the Society to exercise temporarily such powers and perform such functions and duties of the Director as the Executive Committee may deem fit.

23. Principal

- 23 (i) The Principal of an Institution (or group of Institutions) shall be appointed by the ³⁷Governing Council/Executive Committee with the approval of the State Government.
- 23 (ii) The Principal shall be qualified to be appointed as prescribed by the AICTE and University concerned. The Principal shall be the Chief Executive Officer of the Institution and shall be responsible for the proper administration of the Institution and for the imparting of instruction and maintenance of discipline therein. All other staff of the Institution shall be subordinate to the Principal. He / She shall be the custodian of the records, the funds of the Institution and such other property of the Institution as the Governing Council/ Executive Committee / may commit to his / her charge.
- 23 (ii)
a ³⁸ The Principal, being the head of the institution shall be responsible for the management of funds, collection of fees, proper maintenance of account, maintenance of higher level of academic standards and results. He shall be reporting to the Director, CAPE.
- 23 (iii) The Principal shall have such other powers and perform such other duties as may be delegated or assigned to him/her by the / Executive Committee / Managing Committee.

³⁷ 23 (i) and 23 (ii) are proposed to modify vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 62 - Amendments)

³⁸ A new rule 23 (ii) a: is proposed to add vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 63 - Amendments)

- 23 (iii) a³⁹ The Principal shall have such other powers, duties, including maintenance of accounts and financial statements as may be delegated or assigned to him/her by the Governing Council / Executive Committee or Managing Committee
- 23 (iii) b The Principal shall have the powers and responsibility for the management of assets as the estate manager of the institution he is heading.
- 23 (iv) The Principal may delegate any of his / her powers to any of his / her subordinates with the approval of the Managing Committee/Director.
- 23 (v) The Principal shall act as the Member-Secretary of the Managing Committee and such other committees as the Society or the Governing Council or the Executive Committee or the Managing Committee may decide.
- 23 (vi) In the event of the post of the Principal remaining vacant or the Principal being absent or unable to perform his / her duties for any reason, it shall be open for the Managing Committee/Director to direct any officer or officers in the service of the Society to exercise temporarily such powers and perform such functions and duties of the Principal as the Managing Committee/Director may deem fit.

24⁴⁰

Registrar

(Deleted)

25(i)⁴¹

Members of the Governing Council or the Managing Committee

The Managing Committee or of any Committee appointed by the Society, the-Governing Council, the Executive Committee or the College Managing Committee shall not be entitled to any remuneration from the Society or the Governing Council or the Executive Committee or the Managing

³⁹ A new rule 23 (iii) a: is added vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 63 - Amendments)

⁴⁰ Rule 24 is deleted vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 63 - Amendments)

⁴¹ In rule 25 (i) to 29, the terms "Society" or "the Board" are changed as "Governing Council" vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 64 - Amendments)

Committee (except sitting fee for official meetings, at rates as provided for in the Bye-laws); but non-official members of the Society. The Governing Council the Executive Committee. The Managing Committee or any Committee appointed by any of them shall be paid by the Society, such traveling and daily allowances as may be provided for in the Bye-laws to be made in this behalf. in respect of any journeys undertaken by them for attending the meetings of the Society, The Governing Council or the Managing Committee, or in connection with any other business of the Society, the–Governing Council or the Committee, as the case may be. Traveling and daily allowances in respect of the official members, for their journeys undertaken by them for attending the meetings of the Society, the Governing Council the Executive Committee, the College Managing Committee or any other business of the Society shall be by the Funds of the Society.

- 26. (i) Within one year after the close of every financial year, the–Governing Council shall submit to the State Government a report on the working of the Academy, in the previous year together with an audited statement of Accounts showing the income and expenditure for the previous year.
- 26 (ii) The Institution shall submit to the Executive Committee the budget estimated for every financial year by such date before the end of the previous year as the Executive Committee may fix in this behalf
- 27 The person in whose name the Society may sue or be sued shall be the Secretary of the Society.
- 28 All contracts for and on behalf of the Society or an Institution shall be expressed to be made in the name of the Society or the Institution, and shall be executed by the Members & Secretary of Governing Council or the Managing Committee, as the case may be.
- 29 (i) Subject to the prior approval of the State Government, the Society may alter, extend or abridge any purpose or purposes for which it is established, provided that the procedure prescribed in that behalf by Act XXII of 1955 has been followed.
- 29 (ii) These rules may be altered by the Society with the consent of the State Government at any time by a resolution passed by a majority of two-thirds of the members present at any meeting of the Society which shall have

- been convened for the purpose after giving due notice of such resolution to the members of the Society
- 29 No amendment to the Memorandum of Association, Rules and Regulations
(iii)⁴² will be made without the prior approval of the Commissioner of Income Tax

Declaration

In all circumstances, this Society shall function in accordance with the provisions of the Travancore - Cochin Literary, Scientific and Charitable Societies Act, 1955 and all the provisions of the said Act will be applicable to the Co-operative Academy of Professional Education (Kerala) Society, Trivandrum.

We, the undersigned members of ⁴³the Governing Council of Governors of the Co-operative Academy of Professional Education (Kerala) Society, Trivandrum, hereby certify that the above is a correct copy of the Rules of the said Society.

Name, address and occupation of Members	Signature
1. Shri. Kuruville John Secretary, Department of Co-operation Government of Kerala	Sd/-
2. Smt. Sheela Thomas Registrar of Co-operative Societies Government of Kerala	Sd/-
3. Shri. Ashwini Kumar Rai Managing Director Kerala State Co-operative Bank Ltd. Trivandrum.	Sd/-

⁴² 29(iii) Amended as per resolution no. 2.5.2(b) of the Society meeting held on 12.11.2001

⁴³ In rule 25 (i) to 29, the terms "Society" or "the Board" are changed as "Governing Council" vide resolution no. 4.6 of the Society Meeting held on 16.01.2021 and approved as per GO (Rt.) no. 162/2021/Coop dated 25.02.2021 (refer page 64 - Amendments)

**Amendments to the Memorandum of Understanding and
Bye-law of the Co-operative Academy of Professional
Education (Kerala) Society**

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendm ent
		Preamble		Preamble	
1	1	The Co-operative Academy of Professional Education (Kerala) Society is being formed to establish Educational Institutions in various <u>Professional fields</u> to provide facilities for and promote Education & Training, Research & Development, Consultancy and related services of International Standards. The Society is promoted by the Co-operation Department of the Government of Kerala and will be an autonomous Society under the Government of Kerala. The Society is being registered under the Travancore-Cochin Literary, Scientific and Charitable Societies Act, 1955 on the basis of the Memorandum of Association and the Rules as approved by the Government of Kerala.	1	The Co-operative Academy of Professional Education (Kerala) Society is being formed to establish Educational Institutions in various <u>fields of Higher Education</u> to provide facilities for and promote Education & Training, Research & Development, Consultancy and related services of International Standards. The Society is promoted by the Co-operation Department of the Government of Kerala and will be an autonomous Society under the Government of Kerala. The Society is being registered under the Travancore-Cochin Literary, Scientific and Charitable Societies Act, 1955 on the basis of the Memorandum of Association and the Rules as approved by the Government of Kerala.	To enable academy to start new job-oriented courses in addition to professional courses.

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
		Memorandum of Association		Memorandum of Association	
2	2 (i)	to establish and to, carry on the administration and management of Institutions in various Professional Disciplines such as Engineering, Medicine and Management.	2 (i)	Deleted	To enable academy to start new job-oriented courses in addition to professional courses.
3			2(i) a	<u>To establish and to carry on the administration and management of Institutions in various Professional and other disciplines such as Engineering, Management, Law etc.</u>	New item added to diversify the courses.
4			2(i) b	<u>To establish and to carry on the administration and Management of Educational institutions of various disciplines such as Commerce, Computer Science, Environmental Science, Robotics, Artificial Intelligence, Internet of Things, Data Science and such other areas of Higher Education.</u>	- do -
5	2 (ii) (a)	The functions of the Society shall be: To provide for instruction, research, development and	2(ii) (a)	The functions of the Society shall be: To provide for instruction, research, development	-do-

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
		consultancy services in such branches of <u>engineering and technology, medicine, management, dental science, pharmacy, nursing, fashion technology, tourism management</u> and other professional courses as the academy may think fit and for the advancement of learning and dissemination of knowledge in such branches		and consultancy services in such branches of Engineering and Technology, Management, Pharmacy, Fashion Technology, Tourism Management and other Professional courses as the Academy may think fit and for the advancement of the learning and dissemination of knowledge in such branches.	
6			2 (ii) a (i)	<u>To provide for instruction, research, development for the conduct of Post Graduate and under graduate, diploma courses on various disciplines as decided by the Governing Council /Executive Committee.</u>	New clause added to diversify the courses.
7			2 (ii) a (ii)	<u>To conduct short term courses on various disciplines as decided by the Governing Council /Executive Committee.</u>	-do-
8			2 (ii) a (iii)	<u>To organise coaching / training programmes such as Civil Service Coaching etc., for the betterment of job opportunities of the students of CAPE Colleges.</u>	-do-
9			2 (ii) a (iv)	<u>To provide skill-oriented programmes for better employment and manage finishing schools for such programmes.</u>	-do-

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
10			2 (ii) h (v) e	<u>To credit the fund received from Professional Education fund maintained by the Registrar of Co-operative Societies</u>	To enable the Society to receive financial support from Professional Education fund
11	2 (ii) h (ix)	to forward annually to the State Government the accounts of the Society as certified by an Auditor appointed by the <u>Board</u> of Governors of the Academy.	2 (ii) h (ix)	To forward annually to the State Government the accounts of the Society as certified by an Auditor appointed by the <u>Executive Committee</u> of the Academy.	Change required consequent to reduction in number of administrative bodies to ease management
12	2 (ii) h (xii)	to delegate any of its powers to the <u>Board</u> of the Academy, The Executive Committee, or to any of the Committee or Committees constituted by it.	2 (ii) h (xii)	To delegate any of its powers to the <u>Governing Council</u> of the Academy, The Executive Committee, or to any of the Committee or Committees constituted by it.	-do-
13	3(i)	The Academy /Institution(s) shall be open to persons of <u>either sex</u> , and of whatever race, creed, caste or class, and	3(i)	The Academy /Institution(s) shall be open to persons of <u>any sex</u> , and of whatever race,	To avoid complexities and avoid

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
		no test or condition shall be imposed as to religious belief or profession in admitting students or appointing members, teachers, and other staff of the Institution(s);		creed, caste or class, and no test or condition shall be imposed as to religious belief or profession in admitting students or appointing members, teachers, and other staff of the Institution(s);	gender inequalities
14	7	The names, addresses and occupations of the first members of the <u>Board</u> of Governors of the Society to which, by the Rules and the Bye-laws of the Society, the Management of its affairs is entrusted are: -	7	The names, addresses and occupations of the first members of the <u>Governing Council</u> of the Society to which, by the Rules and the Bye-laws of the Society, the Management of its affairs is entrusted are: -	Change required consequent to reduction in number of administrative bodies to ease management
		Rules		Rules	
15	1 (a)	"Institution" shall mean a "Professional Education, Research and Developmental Institution" established by the Society.	1 (a)	"Institution" shall mean a "Professional <u>and Higher</u> Education, Research and Developmental Institution" established by the Society.	To enable to start new courses.
16	1 (d)	"Board" shall mean the Board of Governors of the Society.	1 (d)	Deleted	consequent to reduction in number of bodies to ease

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
					administration
17			1 (d) (i)	<u>“Council” shall mean “The Governing Council of the Society”</u>	-do-
18	2	The Society shall for the time being consist of the following members:	2	Deleted	-do-
		1. Chairman: The Chief Minister, Government of Kerala Ex-Officio.		Deleted	-do-
		2. Vice-Chairman: The Minister in charge of Co - operation the State, Ex-Officio.		Deleted	-do-
		Members			
		3. The Secretary, Co-operation Department, Government of Kerala Ex-Officio.		Deleted	-do-
		4. The Registrar of Co-operative Societies, Government of Kerala, Trivandrum, Ex-Officio.		Deleted	-do-
		5. The Managing Director, Kerala State Co-operative Bank Ltd. Trivandrum, Ex-officio.		Deleted	-do-
		6. The Director of Technical Education, Govt. of Kerala, Trivandrum, Ex-Officio.		Deleted	-do-
		7. The Director of Medica Education, Govt. of Kerala, Trivandrum, Ex-Officio.		Deleted	-do-
		8. One Eminent Expert in Technical Education (Non-Official Member), Nominated by the State Government.		Deleted	-do-

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
		9. One Eminent Expert in Medical Education (Non official Member), Nominated by the State Government.		Deleted	-do-
		10. One Industrialist (Non-Official Member) in the region, to be nominated by the State Government.		Deleted	-do-
		11. The President, Kerala State Co-operative Bank Ltd. Trivandrum, Ex-Officio.		Deleted	-do-
		12 - 25 Presidents of District Co-operative Banks in Kerala, Ex-Officio.		Deleted	-do-
		26. to 32 Presidents of Apex Co-operative Societies, Chairman or Presidents of Public Sector Undertaking who have made contributions of Rs.10 lakhs. or more to CAPE, subject to a maximum of 7 members nominated by the Govt.		Deleted	-do-
		33 - 34 Presidents of Primary and Urban Co-operative Societies who have given contributions of Rs. 5 lakhs or more to CAPE subject to a maximum of 2 members nominated` by the Government.		Deleted	-do-
		35. Member Secretary: The Director of the Society Ex-Officio.		Deleted	-do-
19			2 (a)	<u>The Governing Council shall consist of the following members:</u>	Modified consequent to

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
					reduction in number of bodies to ease administration
				<u>1. Chairman: The Chief Minister, Government of Kerala Ex-Officio.</u>	-do-
				<u>2. Vice-Chairman: The Minister in charge of the Department of Co-operation of the State, Ex-Officio.</u>	-do-
				<u>Members</u>	
				<u>3 Member, Kerala State Planning Board.</u>	-do-
				<u>4. The Secretary, Co-operation Department, Government of Kerala</u>	-do-
				<u>5. The Vice Chancellor, Kerala Technological University</u>	
				<u>6. Principal Secretary (Finance), Govt. of Kerala</u>	-do-
				<u>7. The Registrar of Co-operative Societies, Government of Kerala, Trivandrum</u>	-do-
				<u>8. The President, Kerala State Co-operative Bank, Thiruvananthapuram</u>	-do-
				<u>9. The Managing Director/Chief Executive Officer, Kerala State Co-</u>	-do-

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
				<u>operative Bank Ltd. Trivandrum</u>	
				<u>10. The Director of Technical Education, Govt. of Kerala, Trivandrum.</u>	-do-
				<u>11. One Eminent Expert in Technical Education (Non-Official Member), Nominated by the State Government.</u>	-do-
				<u>12 & 13. Two experts from Higher Education field nominated by the State Government</u>	-do-
				<u>14 & 15 Two representatives from Cooperative sector nominated by Govt. of Kerala.</u>	-do-
				<u>16 & 17 Two Experts (in the _____ field _____ of Management/Co-operation/ Economics) from Cooperative Sector, nominated by the Government</u>	-do-
				<u>18 & 19. Two eminent CEOs of Industries nominated _____ by Government of Kerala</u>	-do-
				<u>20. Legal Expert, nominated _____ by Government of Kerala</u>	-do-
				<u>21 & 22. Two elected Directors of the State Co-operative _____ Bank nominated by Kerala State Co-operative Bank Ltd.</u>	-do-

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
				<u>23. Member Secretary: Director CAPE</u>	-do-
20	3	If a member of the <u>Society</u> shall change - his/her address, he/she may notify to the Secretary his/her new address, but if he/she fails to notify such new address, his/her address as recorded in the roll of the Members shall be deemed to be his/her address.	3	If a member of the <u>Governing Council</u> shall change - his/her address, he/she may notify to the Secretary his/her new address, but if he/she fails to notify such new address, his/her address as recorded in the roll of the Members shall be deemed to be his/her address.	-do-
21	4	The general superintendence, direction and control of the affairs of the Society and of its income and property shall be vested in the <u>Governing Body</u> of the Society, which shall be called the " <u>Board of Governors</u> , Co-operative Academy of Professional Education (Kerala)", hereinafter referred to as the " <u>The Board</u> "	4	The general superintendence, direction and control of the affairs of the Society and of its income and property shall be vested in the <u>Governing Council</u> of the Society, which shall be called the <u>Governing Council</u> , Co-operative Academy of Professional Education (Kerala)", hereinafter referred to as " <u>The Governing Council</u> ".	-do-
22	Rule 5	The Board shall be composed of the following members	5	Deleted	-do-
	1 to 34	1. Chairman: The Minister in charge of Co-operation, Government of Kerala (Ex-Officio).		Deleted	-do-
		Members.		Deleted	-do-
		2. The Secretary, Co-operation Department, Government of Kerala Ex-Officio.		Deleted	-do-

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
		3. The Registrar of Co-operative Societies, Government of Kerala, Trivandrum, Ex-Officio.		Deleted	-do-
		4. The Managing Director, Kerala State Co-operative Bank Ltd Trivandrum, Ex-Officio.		Deleted	-do-
		5. The Director of Technical Education, Government of Kerala, Trivandrum, Ex-Officio.		Deleted	-do-
		6. The Director of Medical Education, Government of Kerala, Trivandrum, Ex-Officio. One Eminent Expert in Technical Education (Non official member) Nominated by the State Government.		Deleted	-do-
		7. One Eminent Expert in Technical Education (Non-Official Member), Nominated by the State Government.		Deleted	-do-
		8. One Eminent Expert in Medical Education (Non-Official Member), Nominated by the State Government.		Deleted	-do-
		9. One Industrialist (Non-Official Member) in the region, to be nominated by the State Govt.		Deleted	-do-
		10. The President, Kerala State Co - operative Bank Ltd. Trivandrum.		Deleted	-do-
		11 - 24 Presidents of the District Co-operative Banks which have made		Deleted	-do-

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
		contributions at least Rs. 10 lakhs to CAPE.			
		25 to 31 President of Apex Co-operative Societies, Chairman or Presidents of Public Sector undertakings who have made contributions of Rs.10 lakhs or more to CAPE subject to maximum of 7 members nominated by the Govt.		Deleted	-do-
		32 to 33 Presidents of Primary and Urban Co-operative Societies who have contributed Rs. 5 lakhs or more to CAPE, subject to a maximum of two members nominated by the Govt.		Deleted	-do-
		34 Member Secretary, the Director of the Society, Ex-Officio.		Deleted	-do-
23	Rule 6	There shall be an Executive Committee of the <u>Board</u> consisting of 7 (seven) members composed of the following:	6	There shall be an <u>Executive Committee</u> of the <u>Society</u> consisting of 7 (seven) members composed of the following:	-do-
24		1. Chairman: The Minister in charge of Co-operation, Government of Kerala.		1. Chairman: The Minister in charge of Co-operation, Government of Kerala.	
		2. The Secretary, Co-operation Department Government of Kerala.		2. The President, Kerala State Cooperative Bank	
		3. The Registrar of Co-operative Societies, Government of Kerala.		3. The Secretary, Co-operation Department Government of Kerala.	
		4. The Managing Director/ Chief Executive Officer, Kerala State Co-operative Bank Ltd. Trivandrum.		4. The Registrar of Co-operative Societies, Government of Kerala.	

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
		5. A nominee of the Finance Department, Government of Kerala.		5. The Managing Director/ Chief Executive Officer, Kerala State Co-operative Bank Ltd. Trivandrum.	
		6. <u>The President, District Cooperative Bank Ltd., Thiruvananthapuram</u>		6. A nominee of the Finance Department, Government of Kerala.	Consequent to dissolving DCBs
		7. The Director of the Academy - Member - Secretary (Ex-Officio)		7. The Director of the Academy - Member - Secretary (Ex-Officio)	
25	7	Every Institution (or group of Institution, as decided by the <u>Board</u>) shall have a Managing Committee to manage the affairs of the Institution(s), subject to the provisions of the Memorandum and the Rules and Bye-laws made thereunder, and the direction of the <u>Board</u> .	7	Every Institution (or group of Institution, as decided by the <u>Governing Council</u>) shall have a Managing Committee to manage the affairs of the Institution(s), subject to the provisions of the Memorandum and the Rules and Bye-laws made thereunder, and the direction of the <u>Governing Council</u> .	-do-
26	8	The Managing Committee shall be composed of the following members:	8	The Managing Committee shall be composed of the following members:	No change
		1. Chairman: <u>The Minister</u> in charge of Co-operation, Government of Kerala.		1. Chairman: <u>The Minister</u> in charge of Co-operation, Government of Kerala.	
		2. <u>The Secretary</u> , Co-operation department, Government of Kerala.	8.1	2. <u>Vice Chairman: The Secretary</u> , Co-operation department, Government of Kerala.	-do-
		3. The Registrar of Co-operative Societies, Government of Kerala or his nominee.	8.2	3. The Registrar of Co-operative Societies, Government of Kerala or his nominee.	

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
		4. The Managing Director, Kerala State Co-operative Bank Ltd., Trivandrum.		4. The Director to the Kerala State Co-operative Bank Ltd. (Elected member from the respective Revenue District)	-do-
		5. The Director CAPE.	8.3	5. The Director CAPE.	
		6.* The President, Kerala State Co- operative Bank Ltd., Trivandrum.		Deleted	-do-
			8.4	6. The Principal of concerned college, Ex-Officio and Member Secretary	To involve the Principal in the administration of the college
		7. * The Vice-Chancellor of the University to which the institution is affiliated, or a Professor of the said University nominated by the Vice-Chancellor.		Deleted	Difficult in getting his presence
			8. 5, 8.6	7, 8. Two Senior Professors of the institution (s) being in the permanent employment of the institution. nominated by the Chairman, in consultation with the Director.	
		8. * A nominee of the AICTE/ IMC as the case may be.		Deleted	To re-arrange the bodies followin

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
					g reduction in the number of administrative set up
		9. * The members in the Board of Governors representing the industry.		Deleted	-do-
		10. * President of District Co-operative Bank		Deleted	-do-
		11. * & 12* Delegates of Primary Credit Co-operative Societies of the locality who have contributed Rs. 51akhs or more to CAPE subject to a maximum of two members nominated by the Government.		Deleted	-do-
		13. * One Professor of the institution (s) being in the permanent employment of the institution. nominated by the Chairman, based on seniority.		Deleted	-do-
		14.* The Principal of the institution, Ex-Officio and Member Secretary.		Deleted	-do-
			8.7	9. Representative of Industry, nominated by the Chairman, in consultation with the Director.	To
			8.8	10. Principal of Govt. Engineering College	-do-

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
				nominated by Govt. of Kerala	
			8.9	11. Academician / Public person nominated by Govt. of Kerala	-do-
				Note: In the case of Chairman, Vice Chairman and Registrar of Co-operative Societies, their authorised representatives can participate in the managing committee meetings.	
27	Rule 9 (i)	The term of the office of the members of the <u>Society, the Board,</u> the Executive Committee as well as of the Managing Committee shall be three years from the date of its reconstitution and at the expiry of the three year term, <u>the Society, the Board/ Executive Committee /Managing Committee</u> shall be reconstituted as a whole, provided that <u>the Society, the Board /Executive Committee/ Managing Committee</u> shall continue till such reconstitution if such reconstitution does not take place on the expiry of the three year term.	9 (i)	The term of the office of the members of the <u>Governing Council,</u> the Executive Committee as well as of the Managing Committee shall be three years from the date of its reconstitution and at the expiry of the three year term, the <u>Governing Council/ Executive Committee /Managing Committee</u> shall be reconstituted as a whole, provided that the <u>Governing Council /Executive Committee/ Managing Committee</u> shall continue till such reconstitution if such reconstitution does not take place on the expiry of the three year term.	-do-
	9 (ii)	The tenure of office of all the members other than the Ex-Officio members of the	9 (ii)	The tenure of office of all the members other than the Ex-Officio members of	-do-

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
		<u>Society, the Board</u> / Executive Committee / Managing Committee shall be deemed to have expired with the date of expiry of the three-year term of the <u>Society, the Board</u> /Executive Committee/ Managing Committee irrespective of the date of their appointment/ nomination as a member of <u>the Society, the Board</u> / Executive Committee / Managing Committee.		the <u>Governing Council</u> / Executive Committee / Managing Committee shall be deemed to have expired with the date of expiry of the three-year term of the <u>Governing Council</u> /Executive Committee/ Managing Committee irrespective of the date of their appointment/ nomination as a member of the <u>Governing Council</u> / Executive Committee / Managing Committee.	
	9 (iii)	Where a member of the <u>Society, the Board</u> / Executive Committee Managing Committee becomes such member by reason of the office he/she holds, his/her membership shall terminate when he/ she ceases to hold that office.	9 (iii)	Where a member of the <u>Governing Council</u> / Executive Committee Managing Committee becomes such member by reason of the office he/she holds, his/her membership shall terminate when he/ she ceases to hold that office.	-do-
	9 (iv)	A member of the <u>Society, the Board</u> /Executive Committee / Managing Committee representing a Department of the State Government shall continue to be such member during the pleasure of the State Government.	9 (iv)	A member of the <u>Governing Council</u> /Executive Committee / Managing Committee representing a Department of the State Government shall continue to be such member during the pleasure of the State Government.	-do-
	9 (v)	Every other member of <u>the Society, the Board</u> or the Executive Committee or the	9 (v)	Every other member of the <u>Governing Council</u> or the Executive Committee or	-do-

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
		Managing Committee shall cease to be such member on the expiry of the three-year term of the <u>Society, the Board</u> , Executive Committee / Managing Committee fixed under Rule 9 (i) above, but shall be eligible for reappointment or re-nomination as the case may be.		the Managing Committee shall cease to be such member on the expiry of the three-year term of the <u>Governing Council</u> , Executive Committee / Managing Committee fixed under Rule 9 (i) above, but shall be eligible for reappointment or re-nomination as the case may be.	
	9 (vi)	Should any of the nominees of the State Governments (other than the Chairman) be prevented from attending a meeting of <u>the Society, the Board</u> / Executive Committee / Managing Committee, he/she shall be at liberty to appoint and authorize a representative to take his/ her place at the particular meeting of the <u>Society, the Board</u> / Executive Committee/ Managing Committee and such representative shall have all the rights and privileges of the member of the <u>Society, the Board</u> / Executive Committee / Managing Committee whom he /she represents for that meeting only.	9 (vi)	Should any of the nominees of the State Governments (other than the Chairman) be prevented from attending a meeting of the <u>Governing Council</u> / Executive Committee/ Managing committee, he/she shall be at liberty to appoint and authorize a representative to take his/ her place at the particular meeting of the <u>Governing Council</u> / Executive Committee/Managing Committee and such representative shall have all the rights and privileges of the member of the <u>Governing Council</u> / Executive Committee/ Managing Committee whom he /she represents for that meeting only.	-do-
28	10	A member of <u>the Society, the Board</u> , or the Executive Committee or Managing	10	A member of the <u>Governing Council</u> , or the Executive Committee or	-do-

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
		Committee shall cease to be such member if he/she (a) dies or, (b) resigns his/her membership, or (c) becomes of unsound mind or (d) becomes insolvent, or (e) is convicted of a criminal offense involving moral turpitude, or (f) if he/she is removed by the State Government from the membership of the Society, or (g) if he/she accepts a full-time appointment in the Academy or (h) if he/she fails to attend three consecutive meeting of the <u>Society, the Board</u> or the Executive Committee or the Managing Committee without the leave of the Chairman		Managing Committee shall cease to be such member if he/she (a) dies or, (b) resigns his/ her membership, or (c) becomes of unsound mind or (d) becomes insolvent, or (e) is convicted of a criminal offense involving moral turpitude, or (f) if he/she is removed by the State Government from the membership of the Society, or (g) if he/she accepts a full-time appointment in the Academy or (h) if he/she fails to attend three consecutive meeting of the <u>Governing Council</u> or the Executive Committee or the Managing Committee without the leave of the Chairman	
29	11	A member of the <u>Society, the Board</u> or the Executive Committee or Managing Committee (other than an ex-officio member, or a member representing a Department of the State Government) may resign office by a letter addressed to the Chairman of the <u>Society, the Board</u> , and such resignation shall take effect from the date it is accepted by the Chairman	11	A member of the <u>Governing Council</u> or the Executive Committee or Managing Committee (other than an ex-officio member, or a member representing a Department of the State Government) may resign office by a letter addressed to the Chairman of the <u>Governing Council</u> , and such resignation shall take effect from the date it is accepted by the Chairman	-do-

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
30	12	Any casual vacancy in the <u>Society, the Board</u> or the Executive Committee or the Managing Committee shall be filled by the appointment or nomination of a member by the appropriate authority entitled to make such appointment or nomination and the member appointed or nominated to fill such casual vacancy shall hold office for the remaining term, if any, of the member in whose place he / she has been appointed or nominated	12	Any casual vacancy in the <u>Governing Council</u> or the Executive Committee or the Managing Committee shall be filled by the appointment or nomination of a member by the appropriate authority entitled to make such appointment or nomination and the member appointed or nominated to fill such casual vacancy shall hold office for the remaining term, if any, of the member in whose place he / she has been appointed or nominated	-do-
31	13	The <u>Society, the Board</u> or the Executive Committee or the Managing Committee shall function notwithstanding any vacancy therein and not withstanding any defect in the appointment, nomination or co-option of any of its members; and no act of proceedings of the <u>Society, the Board</u> / Executive Committee / Managing Committee shall be called in question merely by reason of the existence of any vacancy therein or of any defect in the appointment, nomination or co-option of any of its members.	13	The <u>Governing Council</u> or the Executive Committee or the Managing Committee shall function notwithstanding any vacancy therein and not withstanding any defect in the appointment, nomination or co-option of any of its members; and no act of proceedings of the <u>Governing Council</u> / Executive Committee / Managing Committee shall be called in question merely by reason of the existence of any vacancy therein or of any defect in the appointment, nomination or co-option of any of its members.	-do-

Sl. no	By-law / Rule No.	Existing Provision	By-law/ Rule No.	Amendment	Reason for amendment
	14	Meetings of the <u>Society</u>	14	Meetings of the <u>Governing Council</u>	-do-
32	14 (i)	The Society shall meet whenever the Chairman thinks fit, provided that the Chairman shall call a meeting of the Society upon a written requisition of not less than nine members.	14 (i)	Deleted	-do-
			14 (i) a	The <u>Governing Council</u> , shall meet once in a year, provided that the Chairman shall call a meeting of the Governing Council, upon a written requisition of not less than five members.	-do-
	14 (ii)	For every meeting of the <u>Society</u> fifteen days' notice shall be given to the members.	14 (ii)	For every meeting of the <u>Governing Council</u> , fifteen days' notice shall be given to the members.	-do-
	14 (iii)	Nine members, including the Chairman, shall constitute a quorum at any meeting of the <u>Society</u> .	14 (iii)	Nine members, including the Chairman, shall constitute a quorum at any meeting of the <u>Governing Council</u> .	-do-
	14 (v)	Each member of the <u>Society</u> , including the Chairman shall have one vote and if there shall be an equality of vote on any question to be determined by the <u>Society</u> , the Chairman shall in addition have and exercise a casting vote.	14 (v)	Each member of the <u>Governing Council</u> , including the Chairman shall have one vote and if there shall be an equality of vote on any question to be determined by the <u>Governing Council</u> , the Chairman shall in addition have and exercise a casting vote.	-do-

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
	14 (vi)	Every meeting of the <u>Society</u> shall be presided over by the Chairman and, in his/her absence from any meeting by the Vice-Chairman.	14 (vi)	Every meeting of the <u>Governing Council</u> shall be presided over by the Chairman and, in his/her absence from any meeting by the Vice-Chairman.	-do-
	14 (vii)	Any resolution except such as may be placed before the meeting of the <u>Society</u> may be adopted by circulation among all its members and any resolution so circulated and adopted by a majority of the members who have signified their approval or disapproval of such resolution shall be as effectual and binding as if such resolution had been adopted at a meeting of the <u>Society</u> , provided that in every such case at least seven members shall have recorded their approval of the resolution.	14 (vii)	Any resolution except such as may be placed before the meeting of the <u>Governing Council</u> may be adopted by circulation among all its members and any resolution so circulated and adopted by a majority of the members who have signified their approval or disapproval of such resolution shall be as effectual and binding as if such resolution had been adopted at a meeting of the <u>Governing Council</u> , provided that in every such case at least seven members shall have recorded their approval of the resolution.	-do-
33	15.	Powers and Functions of the <u>board</u>	15.	Powers and Functions of the <u>Governing Council</u>	-do-
		In general, the <u>board</u> shall have all such powers and shall perform all such functions as are necessary or proper for the achievement or the furtherance of the objects of the Society. Subject to the provisions of the Memorandum, the <u>board</u> shall have the power:		In general, the <u>Governing Council</u> shall have all such powers and shall perform all such functions as are necessary or proper for the achievement or the furtherance of the objects of the Society. Subject to the provisions of the Memorandum, the	-do-

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
				<u>Governing Council</u> shall have the power:	
	15 (xiv)	to delegate to such extent as it may deem necessary, any of its powers to the Executive Committee, or any Officer or Committee of the <u>board</u>	15 (xiv)	To delegate to such extent as it may deem necessary, any of its powers to the Executive Committee, or any Officer or Committee of the <u>Governing Council</u>	-do-
	15 (xvii)	to make adopt, amend, vary or rescind from time-to-time Byelaws (a) for the conduct of the business of <u>board</u> and the Committees to be appointed by it, (b) for delegation of its powers, or (c) for fixing the quorum, and	15 (xvii)	To make adopt, amend, vary or rescind from time-to-time Byelaws (a) for the conduct of the business of <u>Governing Council</u> and the Committees to be appointed by it, (b) for delegation of its powers, or (c) for fixing the quorum, and	-do-
34	16	Meetings of the <u>board</u>	16	(Deleted)	-do-
	16 (i)	The <u>board</u> shall ordinarily meet once in a year provided that the Chairman may, whenever he thinks fit, and shall on the written requisition of not less than nine members call a special meeting. Not less than fifteen days' notice shall be given of every meeting of the <u>board</u> and a copy of the proceedings of every meeting shall be furnished to the State Government as soon as practicable after the meeting.			-do-
	16 (ii)	Nine members of the <u>board</u> including the Chairman shall			-do-

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
		constitute a quorum for any meeting of the Board.			
	16 (iv)	Each member of the board including the Chairman shall have one vote and if there shall be an equality of votes on any question to be determined by the board , the Chairman shall in addition have and exercise a casting vote.			-do-
	16 (v)	Every meeting of the board shall be presided over by the Chairman and, in his / her absence from any meeting, by a member chosen from amongst them by the members present at the meeting.			-do-
	16 (vi)	Any resolution except such as may be placed before the meeting of the board , may be adopted by circulation among all its members and any resolution so circulated and adopted by a majority of the members who have Signified their approval or disapproval of such resolution shall be as effectual and binding as if such resolution had been passed at a meeting of the board ; provided that in every such case, at least seven members of the board shall have recorded their approval of the resolution.			-do-
	17	Powers and functions of the Executive Committee			
35	17 (i)	to direct, supervise and control the affairs of the	17 (i)	To direct, supervise and control the affairs of the	-do-

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
		Academy and its income and property as per the policies and principles laid down by the board .		Academy and its income and property as per the policies and principles laid down by the <u>Governing Council</u> .	
	17 (ii)	to prepare for approval of the board , detailed plans and programs for establishment of institution(s), and to carry on its administration and management after such establishment.	17 (ii)	To prepare for approval of the <u>Governing Council</u> , detailed plans and programs for establishment of institution(s), and to carry on its administration and management after such establishment.	-do-
	17 (v)	to prepare before October each year, Annual Reports! Audit Reports of the previous year and place them before the board	17 (v)	To prepare before October each year, Annual Reports! Audit Reports of the previous year and place them before the <u>Governing Council</u> .	-do-
	17 (xi)	to propose Bye-laws for any matter for which they may be made, for consideration and approval by the board	17 (xi)	To propose Bye-laws for any matter for which they may be made, for consideration and approval by the <u>Governing Council</u> .	-do-
	17 (xii)	to perform all such acts and duties and exercise all such powers as may be delegated or assigned to it by the board .	17 (xii)	To perform all such acts and duties and exercise all such powers as may be delegated or assigned to it by the <u>Governing Council</u> .	-do-
	18	Meetings of the Executive Committee			
36	18 (i)	The Executive Committee shall ordinarily meet once in every four months provided that the Chairman may, whenever he thinks fit, and shall on the written requisition of not less than four members call a special	18 (i)	The Executive Committee shall ordinarily meet once in every four months provided that the Chairman may, whenever he thinks fit, and shall on the written requisition of not less than four	-do-

Sl. no	By-law / Rule No.	Existing Provision	By-law/ Rule No.	Amendment	Reason for amendment
		meeting. Not less than <u>fifteen</u> days' notice shall be given of every meeting of the Executive Committee.		members call a special meeting. Not less than <u>seven</u> days' notice shall be given of every meeting of the Executive Committee.	
	18 (iv)	Each members of the Executive Committee including the Chairman shall have one vote and if there shall be an equality of votes on any question to be determined by the <u>Board</u> , the Chairman shall in addition have and exercise a casting vote.	18 (iv)	Each members of the Executive Committee including the Chairman shall have one vote and if there shall be an equality of votes on any question to be determined by the <u>Governing Council</u> , the Chairman shall in addition have and exercise a casting vote.	-do-
	20	Meetings of the Managing committee			
37	20 (i)	The Managing Committee shall ordinarily meet once in every three months provided that the Chairman may, whenever he thinks fit, and shall on the written requisition of not less than four members call a special meeting. Not less than <u>fifteen</u> days' notice shall be given of every meeting of the Managing Committee and a copy of the proceedings of every meeting shall be furnished to the Executive Committee as soon as practicable after the meeting.	20 (i)	The Managing Committee shall ordinarily meet once in every three months provided that the Chairman may, whenever he thinks fit, and shall on the written requisition of not less than four members call a special meeting. Not less than <u>seven</u> days' notice shall be given of every meeting of the Managing Committee and a copy of the proceedings of every meeting shall be furnished to the Executive Committee as soon as practicable after the meeting.	To ease the procedures in arranging the meetings
38	21 (i)	It shall be the duty of the Chairman of the <u>Board</u> / Executive Committee/	21 (i)	It shall be the duty of the Chairman of the <u>Governing Council</u> / Executive	To rearrange the

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
		Managing Committee to see that the decisions taken by the <u>Board</u> / Executive Committee / Managing Committee are implemented.		Committee/ Managing Committee to see that the decisions taken by the <u>Governing Council</u> / Executive Committee / Managing Committee are implemented.	bodies following reduction in the number of administrative set-up
	21 (ii)	The Chairman shall exercise such other powers as may be delegated to him / her by the <u>Board</u> .	21 (ii)	The Chairman shall exercise such other powers as may be delegated to him / her by the <u>Governing Council</u>	-do-
39	22 (i)	There shall be a Director for the Academy, who shall be the Ex-Officio Treasurer. He shall be a person qualified in relevant professional field or reputed IAS Officer or <u>an experienced person with MBA degree</u> , and appointed by the Government of Kerala.	22 (i)	There shall be a Director for the Academy, who shall be the Ex-Officio Treasurer. He shall be a person qualified in relevant professional field or reputed IAS Officer or, <u>an academician with adequate teaching and administrative experience from a reputed academic institution</u> and appointed by the Government of Kerala.	To enable to appoint appropriate person as its Director
	22 (ii)	The Director shall be the Chief Academic and Executive Officer of the Academy and shall be for the proper administration of the Academy. He shall be the custodian of the records; the Funds of the Academy and such other property of the Academy as the <u>Board</u> /	22 (ii)	The Director shall be the Chief Academic and Executive Officer of the Academy and shall be for the proper administration of the Academy. He shall be the custodian of the records; the Funds of the Academy and such other property of the Academy as the <u>Governing Council</u> /	To rearrange the bodies following reduction in the number of administ

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
		Executive Committee may commit to his / her charge.		Executive Committee may commit to his / her charge.	rative set-up
	22 (iii)	The Director shall have such other powers and perform such other duties as may be delegated or assigned to him by the <u>Board</u> / Executive Committee.	22 (iii)	The Director shall have such other powers and perform such other duties as may be delegated or assigned to him by the <u>Governing Council</u> / Executive Committee.	-do-
	22 (v)	The Director shall act as the Secretary of the Society, the <u>Board</u> , the Executive Committee and such other Committees as the Society or the <u>Board</u> or the Executive Committee may decide.	22 (v)	The Director shall act as the Secretary of the Society, the <u>Governing Council</u> , the Executive Committee and such other Committees as the Society or the <u>Governing Council</u> or the Executive Committee may decide.	-do-
40	23 (i)	The Principal of an Institution (or group of Institutions) shall be appointed by the <u>Board</u> with the approval of the State Government.	23 (i)	The Principal of an Institution (or group of Institutions) shall be appointed by the <u>Governing Council/Executive Committee</u> with the approval of the State Government.	-do-
	23 (ii)	The Principal shall be the Chief Executive Officer of the Institution and shall be responsible for the proper administration of the Institution and for the imparting of instruction and maintenance of discipline therein. All other staff of the Institution shall be subordinate to the Principal. He / She shall be the custodian of the records, the	23 (ii)	<u>The Principal shall be qualified to be appointed as prescribed by the AICTE and University concerned.</u> The Principal shall be the Chief Executive Officer of the Institution and shall be responsible for the proper administration of the Institution and for the imparting of instruction and maintenance of discipline therein. All other	To specify the qualifications as per AICTE/ University

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
		funds of the Institution and such other property of the Institution as the <u>Board/ Executive Committee /Managing Committee</u> may commit to his / her charge.		staff of the Institution shall be subordinate to the Principal. He / She shall be the custodian of the records, the funds of the Institution and such other property of the Institution as the <u>Governing Council/ Executive Committee /</u> may commit to his / her charge.	
			23 (iii) a	<u>The Principal shall have such other powers, duties, including maintenance of accounts and financial statements as may be delegated or assigned to him/her by the Governing Council / Executive Committee or Managing Committee</u>	To entrust more powers to the Principal
			23 (iii) b	<u>The Principal shall have the powers and responsibility for the management of assets as the estate manager of the institution he is heading.</u>	-do-
	23 (v)	The Principal shall act as the Member-Secretary of the Managing Committee and such other committees as the Society or the <u>Board</u> or the Executive Committee or the Managing Committee may decide.	23 (v)	The Principal shall act as the Member-Secretary of the Managing Committee and such other committees as the Society or the <u>Governing Council</u> or the Executive Committee or the Managing Committee may decide.	
41	24	Registrar		Deleted	Consequent to reductio

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
					n in the number of administrative bodies
	24 (i)	The Registrar shall be a whole time officer of an Institution and shall be appointed by the Managing Committee on such terms and conditions as may be laid down in the Bye-laws.		Deleted	-do-
	24 (ii)	The Registrar shall be directly responsible to the Principal of the Institution for the proper discharge of his duties and functions as laid down in the Bye-laws.		Deleted	-do-
	24 (ii)	The Registrar shall exercise such powers and perform such duties as may be delegated or assigned to him / her by the Managing Committee or the Principal.		Deleted	-do-
42	25	The members of the Society, the Board, and the Executive Committee		Members of the <u>Governing Council</u> or the <u>Managing Committee</u>	
	25(i)	The Managing Committee or of any Committee appointed by the Society, the <u>board</u> , the Executive Committee or the Managing Committee shall not be entitled to any remuneration from the Society or the <u>board</u> or the Executive Committee or the Managing Committee (except sitting fee for official meetings, at rates as provided for in the Bye-laws); but non-	25(i)	The Managing Committee or of any Committee appointed by the Society, the <u>Governing Council</u> , the Executive Committee or the <u>College</u> Managing Committee shall not be entitled to any remuneration from the Society or the <u>Governing Council</u> or the Executive Committee or the Managing Committee	Consequent to reduction in the number of administrative bodies

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
		<p>official members of the Society. The <u>board</u>, the Executive Committee, The Managing Committee or any Committee appointed by any of them shall be paid by the Society, such traveling and daily allowances as may be provided for in the Bye-laws to be made in this behalf. in respect of any journeys undertaken by them for attending the meetings of the Society, the <u>board</u> or the Committee, or in connection with any other business of the Society, the Board or the Committee, as the case may be. Traveling and daily allowances in respect of the official members, for their journeys undertaken by them for attending the meetings of the Society, the Board, the Executive Committee, the Managing Committee or any other business of the Society shall be by the Funds of the Society.</p>		<p>(except sitting fee for official meetings, at rates as provided for in the Bye-laws); but non-official members of the Society. The <u>Governing Council</u> the Executive Committee. The Managing Committee or any Committee appointed by any of them shall be paid by the Society, such traveling and daily allowances as may be provided for in the Bye-laws to be made in this behalf. in respect of any journeys undertaken by them for attending the meetings of the Society, <u>The Governing Council</u> or the <u>Managing</u> Committee, or in connection with any other business of the Society, the <u>Governing Council</u> or the Committee, as the case may be. Traveling and daily allowances in respect of the official members, for their journeys undertaken by them for attending the meetings of the Society, the Governing Council the Executive Committee, the <u>College</u> Managing Committee or any other business of the Society shall be by the Funds of the Society.</p>	

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
43	26. (i)	Within one year after the close of every financial year, the <u>Board</u> shall submit to the State Government a report on the working of the Academy, in the previous year together with an audited statement of Accounts showing the income and expenditure for the previous year.	26. (i)	Within one year after the close of every financial year, the <u>Governing Council</u> shall submit to the State Government a report on the working of the Academy, in the previous year together with an audited statement of Accounts showing the income and expenditure for the previous year.	-do-
44	28	All contracts for and on behalf of the Society or an Institution shall be expressed to be made in the name of the Society or the Institution, and shall be executed by the Members & Secretary of <u>the Board</u> or the Managing Committee, as the case may be.	28	All contracts for and on behalf of the Society or an Institution shall be expressed to be made in the name of the Society or the Institution, and shall be executed by the Members & Secretary of <u>Governing Council</u> or the Managing Committee, as the case may be.	-do-
	29. (iii) 44	No amendment to the Memorandum of Association, Rules and Regulations will be made without the prior approval of the Commissioner of Income Tax		(Deleted)	
		Declaration		Declaration	
45		We, the undersigned members of <u>the Board</u> of Governors of the Co-		We, the under-signed members of <u>the Governing Council</u> of Governors of	-do-

⁴⁴ 29(iii) Amended as per resolution no. 2.5.2(b) of the Society meeting held on 12.11.2001 and proposed to be deleted vide resolution no. 1 of the Executive Committee held on 02.03.2020

Sl. no	Bye-law / Rule No.	Existing Provision	Bye-law/ Rule No.	Amendment	Reason for amendment
		operative Academy of Professional Education (Kerala) Society, Trivandrum, hereby certify that the above is a correct copy of the Rules of the said Society.		the Co-operative Academy of Professional Education (Kerala) Society, Trivandrum, hereby certify that the above is a correct copy of the Rules of the said Society.	

