

THE INDIAN SOCIETY FOR APPLIED MECHANICS
REGULATIONS
(BY-LAWS)

1. NAME

The name of the Society shall be the "**THE INDIAN SOCIETY FOR APPLIED MECHANICS**".

2. REGISTERED OFFICE

The Registered Office of the Society is at "**Department of Applied Mechanics**",
IIT Madras, Chennai - 600036.

3. DEFINITIONS

In the interpretations of these Rules and Regulations and Bye-Laws, the following words and expressions shall have the meanings as given below unless specifically excluded or stated otherwise.

- a. Applied Mechanics means any technical subject relating to Mechanics of Solids, Mechanics of Fluids, Biomedical Engineering, Engineering Materials and Design Engineering.
- b. Society means the **INDIAN SOCIETY FOR APPLIED MECHANICS**.
- c. Governing Body means the Executive Council of the Society.
- d. General Body means the body comprising of members of all categories who constitute the Society and whose names are on the register of the Society.
- e. Office Bearers means the President, Vice President, Vice President (Academic), Vice President (Research Laboratory), Secretary, Joint Secretary and Treasurer elected by the Executive Council in accordance with the Bye-Laws and holding Office from time to time. An Office Bearer must be a member of the Society.
- f. Member means all those persons who are on the register of the Society notwithstanding the particular category of membership to which they belong.
- g. Voting includes „Electronic Voting” .
- h. Words indicating singular shall include plural and vice-versa.
- i. Year means the financial year of the Government of India.

SECTION: I

NAME & MEMBERSHIP OF THE SOCIETY

1. NAME

The name of the Organization will be “Indian Society for Applied Mechanics”.

2. OBJECTIVES

The Objectives of the Society are set forth in Para-3 of the Memorandum of the Society and are as follows:

The Objective of the Society is to advance the knowledge relating to Applied/Engineering Mechanics and in particular:-

- a. To foster the diffusion of useful knowledge pertaining to the Science and Engineering of Mechanics of Solids, Mechanics of Fluids, Biomedical Engineering, Engineering Materials and Design Engineering amongst the members of the Society.
- b. To bring together Engineers and Scientists engaged in any or all aspects of Applied Mechanics, for pooling the experiences and knowledge to solve technical problems of the society.
- c. To promote the intellectual welfare of the members of the Society by organizing periodical meetings for discussing and publishing scientific papers on subjects connected with applied mechanics.
- d. To do all such other acts and things as may be necessary or desirable to Further the objectives of the Society.

3. MEMBERSHIP

The membership of the Society shall consist of Hon. Members, Institutional Members, Life Members, Company Members, Members, Student Members and Affiliates.

4. HONORARY MEMBERS

The Executive Council of the Society may from time to time decide to invite distinguished persons of Indian Origin to become Honorary member of the society. Such persons must have either significantly contributed to the growth of the society OR distinguished themselves in the field of Applied Mechanics by doing outstanding service to education, research and development in the allied

areas of applied mechanics and must have contributed in substantial measures to the Society.

5. LIFE MEMBERS

Individual Members paying a predetermined sum as may be decided by the Executive Council would be made Life Members of the Society. They would be entitled to all privileges of the Society and would not be called upon to pay any further subscription. The Life Membership will terminate on the demise of the member concerned or on his/her resignation.

6. COMPANY & INSTITUTIONAL MEMBERS

a) COMPANY MEMBERS

A Company or Corporate/Institute engaged in Applied Mechanics or related areas shall be eligible for election as a Company Member. Each subscribing Company member has to pay such amount as Entrance Fee and Annual Subscription as per the decision of the Executive Council duly ratified in a General Meeting. The right of the Company Member or Corporate/Institutional member shall be exercised by the Partner or Proprietor or Director or Chief Executive Officer of the Company/Institute.

b) INSTITUTIONAL MEMBERS

A technical Institute engaged in teaching any subject in Applied Mechanics and allied subjects or any Institute engaged in Research & Development activity shall be eligible to become an "Institutional Member". Institutional Member shall pay subscription and entrance fees as determined by the Executive Council from time to time. The right of the Institutional member shall be exercised by the Partner or Proprietor or Director or Chief Executive Officer of the institute.

7. MEMBERS

A person who completed 25 years of age at the time of application and has held/holding a position or responsibility in technical or executive or teaching capacity in applied mechanics or related industry and possesses such academic qualifications as considered sufficient by the Executive Council shall be eligible to become a member.

A member will pay an annual membership fee (as decided by the Executive Council), to enjoy the privileges of membership of the society.

8. STUDENT MEMBERS

Any student in any engineering/science subjects in a recognized school, college or Institute interested in Applied Mechanics and allied fields shall be eligible to become a Student Member. He/she can remain a Student Member for the duration of his/her course subject to a maximum of 5 years but on completion of his/her course, he/she shall automatically become a Member and would be called upon to pay such transfer fees and subscription as may pertain to the new class of membership.

9. AFFILIATES

Any person who may not be directly connected with the Applied Mechanics but has an interest in the field or allied field shall be eligible to become an Affiliate Member of the Society subject to the Executive Council being satisfied of their interest in Applied Mechanics and of their standing.

10. RIGHTS AND PRIVILEGES

All classes of members with the exception of Honorary Member, Student Members and Affiliates shall have Voting rights in the Chapter and Executive Council Election provided the Annual Subscription of the Member is not in arrears.

In case of representative of Company and Institutional Members, Annual Subscription means the Annual Membership Subscription of the Company of the Institutions as the case may be.

The weight age of Voting right for each category of member is as follows:-

Life Members	1	Vote
Individual/Institutional Members	1	Vote
Student Member	0	Vote

- 11.** The members shall be entitled to use after their names symbols representing the class of membership such F.I.S.A.M., M.I.S.A.M., etc.

SECTION: II

SUBSCRIPTION, ADMISSION, FEES

- 12.** Company Members, Institutional Members, Members, Student Members, Affiliates and Life Members shall pay annual subscription, admission fee or lump sum fee as may be determined by the Executive Council from time to time subject to ratification of the same at the Annual General Meeting or a Special General Meeting of the Society.

At the time of adoption of these Bye-laws, the Executive Council shall determine the entrance fee, subscription fee, etc. payable for different classes of membership and these would become effective from a date to be determined by Executive Council and approved by the General Body.

Thereafter, the Executive Council may at its discretion revise the subscription, admission fees, etc. by deliberations at one of the Executive Council Meetings for which due notice has been given and a quorum present. The recommendations of the Executive Council in this regard would have to be approved by the next General Meeting. The voting for this purpose would be by show of hands and subject to a simple majority of the members present and voting.

13. The financial year of the Society would be from 1st April to 31st March of the following year.

Subscription shall be payable annually in advance and shall become due on 1st of January every year. These subscriptions shall be payable to the Secretary or the Treasurer of the Society. In case a member is admitted during the middle of the year, he/she will have to pay the subscription for the relevant year.

14. Any member who has not paid his/her subscription by 31st of March following the date on which it becomes due, shall lose all rights and privileges of the Society until such time that he/she has cleared his/her arrears. The Secretary or the Treasurer shall send the defaulting member a reminder calling for payment of the subscription due. If the amount is not received within 15 days of dispatch of this letter, the member is liable to have his/her name removed from the membership of the Society.

Any member removed from membership on account of default in subscription shall have the right to appeal to the Executive Council within three months of such removal. If the Executive Council considers his/her case favourably, then he/she would be readmitted after payment of all arrears due to the Society. In this case, a second entrance fee would not be required. Any application for reconsideration in this regard accompanies by a demand draft for the arrears, if not received within 3 months of cessation of membership would have to be treated as a new application and the member would be called upon to pay an entrance fee also.

SECTION: III

15. EXECUTIVE COUNCIL

The business of the Society shall be managed and conducted by an Executive Council which shall consist of the President, Vice President, Vice President (Academic), Vice President (Research lab), Secretary, Joint Secretary, Treasurer and other elected, Ex- Officio, co-opted and nominated members as provided in these Bye-Laws -I.

16. ELECTED MEMBERS

- a) The total number of elected members of the Executive Council will be Seven (7). The total number of members of the Executive Council can be increased with the approval of its majority members.

- b) All elected members of the Council shall hold Office for a 2 year term. Elected members at the conclusion of their 2 year term shall retire but shall be eligible for re-election.
- c) Every year before the 15th May, the Secretary shall notify every member of the Society the vacancies on the Council.
- d) The nomination of candidates duly proposed and seconded by at least 2 members on the nomination form provided for the purpose by the Secretary shall be returned to him before the last date specified which shall be on or before 30th June.
- e) The Nomination Form can either be duly filled and sent by post or can be sent through email.
- f) An independent „Election Officer“ , who is not a member of the Society shall be appointed by the Executive Council who will be responsible to conduct the Election and declare the results. Upon the election process being set in motion, the interpretation of the rules and regulations, Bye-laws of the Association, with regard to the conduct of the elections shall be the sole responsibility of the „Election Officer“ and binding on all other members concerned.
- g) The Society can also conduct electronic voting which may include sending the ballot forms signed and sent through email.
- h) The Executive Council and its members shall cease to exert any influence on the process of elections, till the declaration of the results by the „Election Officer“ . All issues related to the electoral process shall be represented only in writing to the „Election Officer“ , who shall look into the representation raised and initiate appropriate action if warranted. The „Election Officer“ shall abide by the Bye-laws, Rules and Regulations in vogue at the time of elections, and ensure a smooth, fair and transparent election taking into confidence all concerned.
- i) The Election can be conducted at any place as decided by the Council. In case a member is unable to be present during the election date, he/she can cast his/she through post.
- j) The candidate offering for election should have been a Member, Life Member of the Society having membership in one or in combination of these categories on the last date specified for receipt of nomination. Members are also eligible to nominate themselves for election as candidates.
- k) Partner/Proprietor/Director/ Chief Executive Officer / Company representative of Company member/Institutional member, if elected and later ceases to be in the employment of the organization during his/her tenure in the Council shall cease to be a Executive Council member from the date he or she ceases to be in the organization.

17. EX-OFFICIO MEMBERS

All Past Presidents who hold membership of ISAM will be Ex-Officio members of the Executive Council.

18. MEETINGS OF THE EXECUTIVE COUNCIL

- a) The Executive Council shall meet at least once a year at a time and place to be determined by the Council. A minimum of 15 days notice is required for the Executive Council meetings but the Secretary will ensure that sufficient advance information is given to the members to enable them to make necessary travel arrangements.
- b) The Executive Council shall also arrange meeting and conduct business through electronic mode including but not limited to Video Conferencing.

19. QUORUM, PROCEDURE AND VOTING AT EC MEETINGS

- a) Half the members (includes elected, nominated, ex-officio and co-opted members) of the Executive Council would constitute a quorum at the meeting of the Council.
- b) The Executive Council shall have the power to regulate its own procedure.
- c) In all meetings of the Council, the decisions shall be by majority vote unless otherwise specified in the Bye-Laws, each member being entitled to one vote. In case of a tie, the presiding officer of the meeting shall have a casting vote.

20. RESOLUTION BY CIRCULATION

A resolution in writing signed by majority of members shall be as valid and effectual as if it has been passed at a meeting of the Council duly called and constituted and notwithstanding that such resolution may be signed at different places or times. Such resolutions would be subject to ratification at the next regular meeting of the Council.

21. ELECTION OF OFFICE BEARERS

- a) The Office Bearers of the Society shall be the President, the Vice President (Academic), Vice President (Research Laboratory), Vice President (company), the Secretary, Joint Secretary and the Treasurer.
- b) The Office Bearers of the Society are to be elected once in two years in the Executive Council meeting immediately prior to the Annual General Meeting.
- c) The Executive Council Members comprising Elected Members, Ex-Officio Members and existing Co-opted members along with the newly Elected members, newly Nominated Members from the Chapters and the newly elected Ex-Officio Members will participating in the meetings.

d) The Office Bearers would hold office for a period of two years but would be eligible for re-election.

22. COMMENCEMENT OF OFFICE

Past Presidents (Ex-Officio members) shall assume Office at the Annual General Meeting.

The Office Bearers shall assume Office at the Annual General Meeting.

23. APPOINTMENT OF STAFFS

The Executive Council shall have the power to appoint staffs at its discretion a period to be determined by the Council.

The Executive Council shall have the power to appoint such whole time or part time staff as may be considered necessary and on such terms and conditions as the Council may decide from time to time.

24. CASUAL VACANCY

The Council shall have the power to appoint a member to fill up a casual vacancy that may occur in the Council or among the Office Bearers of the Society but any person so appointed shall hold Office only until the next Annual General Meeting but shall be eligible for re-election.

25. POWERS AND DUTIES OF THE OFFICE BEARERS

PRESIDENT: The President shall be responsible for the proper conduct of the affairs of the Society. He/she shall preside over all meetings of the Executive Council and General Body. He/she shall direct the affairs of the Society in the best interests of the Society and shall perform such other duties as are necessary and incidental to this Office.

1 VICE PRESIDENT (ACADEMIC):

The Vice-President (Academic) will represent the interest and role of academic community in the society.

2 VICE PRESIDENT (RESEARCH LABORATORY):

The Vice-President (Research Laboratory) will represent the interest and role of research laboratories in the society.

3 VICE PRESIDENT

The Vice-President will represent the interest and role of private companies in the society.

When nominated by the president, any of the above three Vice Presidents shall act for the President in his/her absence and exercise all his/her powers and perform all such duties as are normally carried out by the President. The Vice Presidents shall chair technical and other meetings or perform such other duties as may be assigned by the President or Executive Council from time to time.

4 SECRETARY:

The Secretary along with the Joint Secretary will be responsible for carrying on the administration of the Society. He/she will keep minutes of the Council Meetings and General Body Meetings and issue notices of such meetings as directed in the Bye-Laws. He/she will supervise and control the Society's staff and attend to correspondence and comply with the formalities of the Societies Registration Act and other Governmental rules and regulations guiding the operation of the Society. In such duties, he/she will be assisted by the Joint Secretary and office manager(s) who may be nominated by the Executive Council.

5 JOINT SECRETARY:

The Joint Secretary along with the Secretary will be responsible for carrying on the administration of the Society. The Joint Secretary shall act for the Secretary in his/her absence and exercise all his/her powers and perform all such duties as are normally carried out by the Secretary. The Joint Secretary shall perform any other administrative duties as may be assigned by the President or Executive Council from time to time.

6 TREASURER:

The Treasurer shall be the custodian of the funds of the Society and shall be responsible for the maintenance of proper books and accounts of finances received and expended. He/she would also make careful investment of the surplus money not immediately required under the instruction of the Executive Council.

26. FINANCES

- a) The Secretary and Treasurer shall keep proper books of accounts and submit them once a year to the auditors appointed at the Annual General Meeting. The Treasurer of the Society would arrange to collect the subscription and other dues from its members.
- b) The amounts collected would be deposited in a Bank to be decided by the Executive Council and operated on by two or more members of the Executive Council as may be decided at the first meeting of the Executive Council.
- c) The Treasurer would also, under the instructions of the Executive Council, make careful investment of surplus funds not immediately required, so that the interest accrued thereon can be usefully utilized for the Objectives of the Society.

27. INDEMNITY

- a) Every Office Bearer and members of the Executive Council shall be indemnified against all losses and expenses incurred in the discharge of his/her/their duties except as may happen through his/her own willful neglect or dishonesty.
- b) The Council shall have the power to frame guidelines from time to time for the proper execution of the Bye-Laws. As to the interpretation of these Bye-Laws, the decision of the Council shall be final.
- c) Except where specifically provided in these Bye-Laws, the decision of the Council shall be final in all the matters.

28. REMOVAL OF MEMBERS OF THE COUNCIL

- a) In the event of there being any complaints against any member of the Executive Council, the Executive Council shall first form a Sub-Committee of three members of the Executive Council to examine thoroughly the charges levied.
- b) The Sub-Committee will not include the member who made the complaint as well as the member against whom the complaint has been made.
- c) If there is any substance in the charges, a report shall be prepared which would be considered by the Executive Council at a special meeting of the Council to be convened for this purpose, a notice of 10 days having been given for this meeting. The Quorum at this special council meeting would be 1/3rd and an opportunity would be given to the concerned Council member to present his/her side of the case. If after the hearing, the charges are found to have substance, then such Council member shall be removed from his/her post but not from the membership of the Society.
- d) Consideration of expulsion as a member of the Society would be as per Rule 29 of Section -III

29. EXPULSION OF MEMBERS

- a) The Executive Council shall have the power to suspend or remove from the list of members, a member of any class for willful contravention of the Bye-Laws or for any reason which the Council considers contrary to the Interest of the Society. Such decision for suspension or expulsion except as provided in Rule 28 of Section III has to be taken at a Special meeting of the Executive Council to be convened for this purpose giving notice of 10 days. Quorum of this/her Special meeting will be 1/3rd. The decision shall be by a 2/3rd majority of the Executive Council members present.
- b) At such a meeting, the Council shall give the member concerned an opportunity of attending personally and representing his/her case. The decision of the Council will be binding on the member subject only to arbitration as provided in these rules.

SECTION IV: MEETING

30. Annual General Meeting: Every year an Annual General Meeting shall be held at such a time and place as shall be decided by the Council but preferably during April-September. 21 days notice for such meeting shall be given to the members by the Secretary.
31. 1/3rd members shall be required to form a quorum at any Annual General Meeting. If at any Annual General Meeting a quorum is not present at the time prescribed, the meeting would be held at the same venue half an hour after the original time and the members present at that time would constitute the quorum for the adjourned Annual General Meeting. At such adjourned Annual General Meeting, no items outside the original agenda will be decided upon.
32. At each Annual General Meeting, the Council shall present a report of the past year" s work, together with a statement of accounts and balance sheet, one copy of which shall be furnished to each member.
33. *Special General Meeting*: The Council may convene a General Meeting for any special purpose whenever they deem necessary by giving 21 days notice thereof. At such General Meeting, 1/3rd members would constitute quorum. If the requisite quorum is not present at the time prescribed, the meeting will be held at the same venue half an hour after the original time and the members present at that time would constitute the quorum for the adjourned Special General Meeting. At such adjourned Special General Meeting, no item outside the original agenda will be decided upon.
34. An Extra-Ordinary General Meeting can be called for by requisition of 10 members of the Society. Such requisition is to be submitted to the Executive Council in writing dealing the subject which is to be discussed at such ExtraOrdinary General Meeting. This request would be considered by the Executive Council who in absence of a satisfactory solution to the subject proposed would convene an Extra-Ordinary General Meeting giving 21 days notice. 1/3rd members would constitute a quorum at such requisitioned Extra-Ordinary General Meeting.

SECTION V: AUDITORS

35. The accounts of the Society shall be audited annually by qualified Auditors who shall be appointed at the Annual General Meeting.

SECTION VI: AWARDS, PRIZES, BOOKS AND MONOGRAPHS

36. The Society may accept and offer from time to time subject to the Bye-Laws, certain sums to be appropriated in medal, award grants and diplomas for research, exceptionally meritorious papers, inventions of a specific character, for improvements of functional design as an outcome of research, publishing of Books or Monographs in the name of the society, or for any other purpose which in the opinion of the Council advance the knowledge of science and technology in the

field of Applied Mechanics. Any cash donation/s received by the Society from patrons shall be kept in fixed deposit accounts in a Nationalized Bank in the name of the Society and the interest and/or returns from such donations kept in such fixed deposit accounts shall be ear-marked and utilized by the Society for the purpose of making awards to meritorious students and researchers of all Indian Universities, Technical and Professional Institutions.

The principal amount of such donations kept in such fixed deposit accounts shall not be withdrawn without a resolution passed at Executive Council Meeting.

The half-yearly or yearly interest payable by the Bank on such fixed deposit may be withdrawn by such persons as are authorized to operate Bank Accounts of the Society.

In order to promote the growth of the engineering industry engaged in the areas of interest to the Society, the Society may also provide incentives by way of awards, prizes, or medals to entrepreneurs or organizations who qualify for the same. Such awards shall be governed by the general guidelines regarding awards and funds for such awards may be created from among the general funds of the Society by action of the Executive Council.

SECTION VII: National/International Conference of Applied Mechanics

37. A Conference would be held once in two years at such place and time as may be decided by the Executive Council. The conduct of the Conference would be organized as per guideline to be established by the Executive Council from time to time.

Rising of fund for the Conference would be done by the host institution concerned, in consultation with the Executive Council.

Any surplus left from the Conference funds would be deposited to the society for its welfare and growth.

SECTION VIII: COMMON SEAL

38. The Society shall have a common seal and such seal shall not be used except by authority of the Executive Council. At least 2 members of the Executive Council shall sign every instrument to which the seal is affixed.

SECTION IX: ARBITRATION

39. Should any dispute arise between any member or members, or a former member or members, and the Society, or any officer or the member of the Society, relating to membership or to any allied breach of constitution or Bye-Laws, or the expulsion of any member from the Society, or on any account whatsoever which cannot be satisfactorily settled under the procedure already provided for such purpose, the matters in difference shall be settled by arbitration.

Each party shall appoint an arbitrator and the arbitrators shall appoint an umpire. Past Members of Executive Council or Senior members of the Society shall be appointed as umpire or as arbitrators. The decisions arrived at by the arbitrators, or, in the event of their disagreement, **by the umpire**, shall be final and binding on all parties.

SECTION X: PROPERTY

40. All property- movable and immovable - belonging to the Society whether acquired before or after its registration, if not vested in trustees shall vest in the Executive Council and any such property may in any legal proceedings be referred to as the property of the Council.

SECTION XI: DISSOLUTION

41. Any dissolution of the Society if it arises shall be handled in accordance with the relevant provisions of the Societies Registration Act of Tamil Nadu.

If upon dissolution of the Society, there remains after satisfaction of all the debts and liabilities, any funds whatsoever, the same shall not be paid or distributed among the members of the Society, but shall be transferred to some other Institution having similar Objectives.

SECTION XII: AMENDMENT OF BYE-LAWS

42. These Bye-laws may be added to or altered by a resolution passed in a General Meeting by 3/4th majority of the members present and voting and confirmed at a subsequent General Meeting by 3/4th majority of the members present and voting. 21 days notice of such meeting should be given to each member by the Secretary of the Society.