



ARTS COLLEGE



ENGG COLLEGE



MMES WOMENS COLLEGE



ENGG AUDITORIUM



COLLEGE MOSQUE



BOYS HR. SEC. SCHOOL



GIRLS HR. SEC. SCHOOL



HAKEEM MAT SCHOOL



GIRLS ELE. SCHOOL



F.M. PRIMARY SCHOOL



R.A. PRIMARY SCHOOL



BOYS PRIMARY SCHOOL

**MELVISHARAM
MUSLIM EDUCATIONAL SOCIETY
MELVISHARAM 632 509.
VELLORE DISTRICT. TAMIL NADU**

(Incorporated under the Society Act
of XXI of 1860 with No. S-3 of 1926 Dt. 02.06.1926)



BY - LAWS



**RULES
AND
REGULATIONS**

2017

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ANNEXURE - I (c) III

(10)

CERTIFICATE OF REGISTRATION

OF SOCIETIES.

ACT XXI OF 1960.

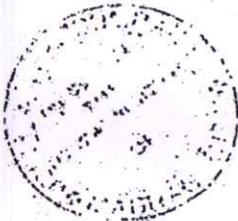
N^o. 6. 3 of 1926 -- 27.

I hereby CERTIFY that " The Melvisharam Muslim Educational Society " has this day been registered under the Societies' Registration Act, 1960.

Given under my hand at Madras this second day of June, one thousand nine hundred and twenty six.

S. S. Chempuray Pillai

Assistant Registrar
of Joint Stock Companies.



Name of the Society and its objectives

1. The Society shall be called MELVISHARAM MUSLIM EDUCATIONAL SOCIETY, Melvisharam, Vellore District.

Objects of the Society

2. The objects of the Society are:
 - (a) To impart religious and secular education to all Muslim students.
 - (b) To maintain, manage and conduct the School or Schools under the management of the Society.
 - (c) To undertake and perform all such activities as may tend to further the objects specified above and to develop the institution or institutions to the highest level.
 - (d) To take necessary measures to collect Athiya donations / Zakath donations from the philanthropists to assist the financially poor and deserving Muslim students in and around Melvisharam town and also to financially help the ORPHANS / DESTITUTES for their education.

Members of the Society

3. The Society shall consist of THREE classes of Members:-
 - (a) ORDINARY MEMBERS who pay monthly subscription of not less than Rupee One.
 - (b) LIFE MEMBERS who have paid a donation of not less than Rs.500/- (Rupees Five hundred) at the time of enrolment.
 - (c) HONORARY MEMBERS whose connection with the Society on account of their literary attainments or high position or interest in and sympathy with the objectives of the Society and likely to be beneficial to the interests of the Society.

4. No person under 21 years of age shall be eligible for the Membership.
5. The admission of ordinary Members shall take place on their formal application, at any ordinary meeting of the Executive Body by consent of the majority of the Members present.
6. If an ordinary Member neglects to pay his subscription continuously for one year, his name shall be removed from the Register of Members of the Society by the Executive body.

Office Bearers and the Executive body

7. There shall be One President, Two Vice-Presidents, One General Secretary, Two Joint Secretaries and not more than Twenty Members to constitute the Executive Body of the Society. There shall be Three Trustees elected from the Executive Body.
 - (a) The total Membership of the Society, excluding Honorary Members, shall not exceed forty.
 - (b) If any Member absents himself from three consecutive meetings without proper reasons forwarded in writing well in advance his name shall be removed from the Register of Members of the Society.

Office Bearers

8. There shall be Three Trustees, namely the President, the General Secretary and One Executive Member who are to be elected in the General Body meeting.
9. If any vacancy arises in the Executive body, the same shall be filled up by the Executive Body and the person so elected shall hold office till the next election.
10. The President of the Society shall preside over all meetings and in

- his absence one of the Vice-Presidents shall be elected to take the Chair. If none of them is present, one Member from among those present shall be elected as the Chairman of the meeting.
11. In the event of the votes being equally shared, the Chairman shall have the casting vote.
12. The General Secretary shall maintain a careful statement of all receipts and disbursements and shall communicate the financial position of the Society to the Executive Body.
13. All sums due to the Society by way of subscription, donation etc., shall be signed and collected by the General Secretary.
14. The General Secretary shall be in charge of the immovable properties of the Society and shall collect all rents accruing there from.
15. The General Secretary shall attend all suits on behalf of the Society and he shall also be sued for, on behalf of the Society.
16. The Joint Secretaries shall help the General Secretary and carry out such of his duties, as he or the Executive Body may entrust to them. In the absence of the Secretary, the Executive Body shall perform the duties of the Secretary.
17. The General Secretary may hold the office of the Correspondent of the school or schools under the management of the Society and shall correspond with the Government, Educational authorities on matters relating to the school / schools; or the General Secretary may nominate any one of the Joint Secretaries or any Member of the Executive Body to attend to the works of the Correspondent, subject to the approval of the Executive Body.

18. The General Secretary shall have the power to appoint any staff of the school / schools or to suspend any one, on ground of misbehavior, but subject to the approval of the Executive Body.
19. The Trustees may among themselves appoint a Managing Trustee who shall have the power to sign and endorse cheques, hundies, bills of exchange and other negotiable Instruments and Government securities and open a bank account in the name of the Society and operate upon the same.
20. Securities or Time Deeds of land or house properties shall be entrusted to the Trustees for custody and safe keeping.
21. All documents relating to immovable properties shall stand in the name of Trustees, and the Trustees can raise a loan by hypothecating the property or properties of the Society, provided they are so empowered by the Executive Body under a specific resolution.
21. (a) The Trustees shall have powers to sell the immovable properties of the Society, if the Executive Body of the Society so desires in the best interest of the Society and in such an event all such documents shall be executed by the President and General Secretary on behalf of the Society.

Executive Body

22. All the business of the Society and the entire administration of the institution or institutions maintained by the Society shall be vested in the Executive Body consisting of Office-Bearers and 20 Members selected either directly or through a Committee or Committees formed by the Executive Body, as may be required from time to time and such Committees shall be entirely under

- the control of the Executive Body.
23. In the event of any vacancy arising in the Executive Body, other than the Office Bearers, the vacant place shall be filled up by the Executive Body itself.
24. The Executive Body shall meet as and when necessary, and shall call for a report of the work of all the Office-Bearers and also for the complete statement of receipts and disbursements relating to the various activities of the Society.
25. The Executive Body shall be convened by the General Secretary, giving notice of 5 days and stating the items on the Agenda that may be brought before the Body for discussion.
26. Any Member desirous of bringing any subject before the Executive Body for consideration, shall do so by submitting his request, least three days before to the General Secretary.
27. Special Meetings of the Executive Body shall be convened by the General Secretary on his own initiative or in the written requisition signed by not less than Five Members of the Body giving the usual notice of five days. If the quorum is not present within fifteen minutes, the meeting shall be adjourned.
28. Five Members shall constitute a quorum for the Executive Body meeting.
29. If a meeting of the Executive Body has to be adjourned for want of quorum, it shall be convened again with usual notice in which it shall also be stated that the previous meeting had to be adjourned for want of quorum; and no quorum shall be necessary for the adjourned meeting.
30. The Proceedings of the meeting of the Executive body shall be

recorded in the concerned Register of the Society and shall be signed by the Chairman at the end of the meeting.

31. The Executive Body shall supervise the work undertaken by the Office-Bearers and allot to them various other duties but shall take care to see that the rules of the Society are not violated.
32. The Executive Body shall fix the date of the Annual General Body meeting and prepare the Annual Budget of income and expenditure for the Official Year ending 31st March for placing at the Annual meeting of the General Body and shall scrutinize the General Secretary's Annual Report of the Society's work.

General Body

33. The General Body shall consist of all the Members of the society and its meeting shall be held at least once in a year to transact the following business:
 - (a) To elect Office-Bearers and the Members of the Executive Body.
 - (b) To consider and sanction the budget of income and expenditure for the year which shall be the financial year ending 31st March.
 - (c) To consider and adopt the Annual Report with the Society's balance sheet.
 - (d) The General Body will elect the Executive Body once in three years.
34. At least 15 days before the date of the General Body meeting, the General Secretary shall give to every Member a notice of the meeting with the Agenda to be discussed.
35. Any Member desirous of placing a proposition before the

General Body meeting can do so by giving a prior notice of 10 days to the General Secretary and the General Secretary shall circulate to the Members the proposition, at least 3 days before the meeting.

36. The meeting shall discuss and decide on all matters placed before it under rules 34 and 35 and shall not consider any subject not so brought forth for discussion.
37. If 15 Members of the Society send in writing, a requisition to convene a General Body meeting of the Society, the General Secretary shall convene the meeting by giving the usual notice. (Ordinary General Body Meeting)
38. All business shall be decided by a majority of votes of the Members present. No proxy shall be allowed.
39. The quorum for the General Body meeting shall be 10.
40. If the quorum is not present within 30 minutes of the time fixed for the meeting, it shall be adjourned and if the meeting is an ordinary meeting of the General Body or its Annual Meeting, it shall be held after the date of such meeting with a usual notice. If the meeting is a special one called on the requisition of the Members, it shall be adjourned and shall not be called except on fresh requisition. No quorum shall be necessary for the adjourned meeting.

No quorum will be necessary for the adjourned meeting

41. All the Proceedings of the General Body meeting shall be recorded in the Proceedings Book of the Society and shall be

signed by the General Secretary and the Chairman.

42. If necessary, all additional rules not opposed to these, may be framed by a resolution in the General Body meeting only.
43. Similarly all amendments and cancellation of the rules or inclusion of additional rules can only be carried out in the General Body Meeting.
44. The Executive Body shall have the power to frame by-laws not inconsistent with the existing rules. They shall be placed before an ordinary General Body Meeting for approval.
45. Any by-law will remain in force till countermanded by the General Body meeting.

Appendix - I

In furtherance of the objectives of the Melvisharam Muslim Educational Society, it is expedient under Article 22 of the Society, to form a College Committee in compliance with the order of the University of Madras, for the proposed C. Abdul Hakeem College to be started under its Management. It had been unanimously resolved at the General Body meeting held on 14-4-1965 to empower the Executive Body for the efficient functioning of the College and this Appendix envisages the following rules for the functioning College Committee, Correspondent and the Principal.

1. The College Committee shall be formed by the Executive Body of the Society at its own initiative.
2. The Members of the College Committee shall not be more than 15 and less than 11, nominated as under:-
ONE will be the President of the Society.
ONE will be the General Secretary.
ONE will be from the Trustees.

TEN Members will be from the Members of the Society.

ONE will be the Principal.

ONE will be the Nominee of the University.

3. The Members of the College Committee will hold office for one Academic Year and the Executive Body shall have the right to choose Members afresh every year.
4. The Committee shall discuss and decide such rules of discipline and work, as would enable the college to be efficiently conducted.
5. The Committee will be convened by the Convener, who shall be the 'Correspondent of the college elected by the Executive Body.
6. The meeting of the Committee shall be convened by the Correspondent, whenever necessary, after giving two days notice.
7. Only Five Members will form the quorum for the Committee Meeting.
8. Any Member desirous of placing any subject before the Committee, shall do so through the Correspondent.
9. If any Member absents himself consecutively for three meetings, the Executive Body of the Society shall remove his name from the committee if no reasonable explanation is given by the member, and he shall cease to be a Member of the College Committee.
10. All the official routine between the College Committee and the Executive Body shall be transacted through the Correspondent of the College, who shall be one of the Members of the College Committee elected by the Executive Body for the Post to conduct all activities relating to the college.
11. The Correspondent shall deal directly with the Executive Body for and on behalf of the College Committee; and the Executive Body shall deal through its General Secretary with the Correspondent of the College.
12. The Correspondent shall prepare the report of the work executed every month in the college and a statement of money received

- and spent by the college and he shall submit the same to the General Secretary for passing on to the Executive Body.
13. In all matters of appointments, the Correspondent shall in consultation with the College Committee, prepare a list of approved applicants and submit the list to the Executive Body which shall be the final authority to decide.
 14. All admissions to the college shall be discussed by the Committee, and the final decision shall be made by Three-Men Panel namely; the Principal, the Correspondent and the General Secretary or the President of the Society.
 15. Scholarships and Gratuities may be recommended by the Committee through the Correspondent to the Executive Body.
 16. All applications for leave by the Staff, for periods less than a week, shall be decided by the Principal and for periods more than a week, shall be referred to the Correspondent to deal with, in consultation with the Committee.
 17. The Principal shall be responsible for the discipline on the campus and the regular functioning of the college.
 18. The Principal shall carryout the decision of the Committee and manage all teaching works assigned to the teachers.
 19. The Principal may bring to the notice of the Correspondent any flaw in the internal arrangement for rectification.
 20. The Principal shall deal with the Thiruvalluvar University, on behalf of the College, in consultation with the Correspondent. . '

Contextual Meaning

President denotes:

The President of the Melvisharam Muslim Educational Society.

General Secretary denotes:

The General Secretary of the Melvisharam Muslim Educational Society.

Trustee denotes:

The Trustee of the Melvisharam Muslim Educational Society.

Executive Body Denotes:

The Executive Committee of the Melvisharam Muslim Educational Society.

College Committee denotes:

The College Committee of C.Abdul Hakeem College, Melvisharam.

Correspondent denotes:

The Correspondent of C.Abdul Hakeem College.

Principal denotes:

The Principal of the C.Abdul Hakeem College.

Committee Member denotes:

Member of the Melvisharam Muslim Educational Society.

Member denotes:

Member of the Melvisharam Muslim Educational Society.

Executive Member denotes:

Member of the Executive Body of the Melvisharam Muslim Educational Society.

Appendix II

In furtherance of the objectives of the Melvisharam Muslim Educational Society, It is expedient under article 22 of the Society, to form a College Managing Committee in compliance with the order of the All India Council for Technical Education, New Delhi for the proposed C.Abdul Hakeem College of Engineering and Technology to be started under its management. It had been unanimously resolved at the General Body meeting held on 27-4-1998 to empower the Executive Body to frame the rules and regulations for efficient functioning of the college and this Appendix envisages the following rules for the functioning of the College Managing Committee, the Correspondent and the Principal.

1. The College Managing Committee shall be formed by the Executive Body of the Society at its own initiative.

2. The Members of the Managing Committee shall not be more than 13 and less than 10 drawn as under :-
ONE will be the President of the Society.
ONE will be the General Secretary.
ONE will be the from the Trustees.
TEN Members will be from the Members of the Executive Body.
The General Secretary shall be the Chairman of the College Managing Committee.
3. The Members of the College Committee will hold office for three Academic Years and the Executive Body shall have the right to choose Members afresh every three years.
4. The Committee shall discuss and decide such rules of discipline and work, as would enable the College to be efficiently conducted.
5. The Committee will be convened by the Convener who shall be the Correspondent of the college elected by the Executive Body.
6. The meeting of the Committee shall be convened by the Correspondent, whenever necessary, by circulating the notice five days in advance.
7. Only Five Members will form the quorum for the Committee Meeting.
8. Any Member desirous of placing any subject before the Committee, shall do so through the Correspondent.
9. If any Member absents himself consecutively for three meetings, the Executive Body of the Society shall remove his name from the Committee if no reasonable explanation is given by the Member, and he shall cease to be a Member of the College Managing Committee.

10. All the official mechanism between the College Managing Committee and the Executive Body shall be transacted through the Correspondent of the College, who shall be one of the Members of the College Committee, elected by the Executive Body for the Post to conduct all activities relating to the College.
11. The Correspondent shall deal directly with the Executive Body for and on behalf of the College Committee and the Executive Body shall deal with the Correspondent of the College through the General Secretary with the Correspondent of the College.
12. The Correspondent shall prepare the report of the work executed every three months in the College and a statement of the money received and spent by the College and submit the same to the General Secretary for passing to the Executive Body.
13. In all matters of appointment, the Correspondent should consult the College Managing Committee to failure the list of selected Candidates.
14. All Admissions to the college shall be discussed by the Committee, and the final decision shall be left to the Four Men Panel consisting of the Principal, the Correspondent and the General Secretary cum Chairman and the President of the Society.
15. Scholarships and Gratuities may be recommended by the Correspondent to the Managing Committee for final decision.
16. All applications for leave by the Staff for periods less than a week shall be decided by the Principal and for periods exceeding a week, shall be referred to the Correspondent to deal with, in consultation with the Committee.

17. The Principal shall be responsible for the discipline prevailing on the campus and the regular functioning of the College.
18. The Principal shall carry out the decisions of the Committee and supervise all teaching works entrusted.
19. The Governing Council as per the guidelines laid down by the All India Council for Technical Education consists of:
 1. Chairman
 2. Correspondent
 3. Member Trustee
 4. Committee Member
 5. Committee Member
 6. Nominee of the Central Govt. Ex*-Officio
 7. Nominee of the Regional Committee of All India Council for Technical Education, New Delhi.
 8. Nominee of the University of Madras.
 9. Nominee of the State Govt. (Ex-Officio)
 10. Nominee of the State Govt. (Ex-Officio)
 11. Member Secretary'
 12. Principal or Director.
20. The Principal may bring to the notice of the Correspondent any flaw in the internal arrangement for rectification.
21. The Principal shall deal with Anna University, Director of Technical Education and All India Council for Technical Education, New Delhi, on behalf of the college in consultation with the Correspondent.
22. The decision of the College Managing Committee shall be final and binding in all the issue concerned.

Contextual Meaning

President denotes:

The President of the Melvisharam Muslim Educational Society.

General Secretary denotes:

The General Secretary of the Melvisharam Muslim Educational Society.

Chairman denotes:

The Chairman of C.Abdul Hakeem College of Engineering & Technology.

Trustee denotes:

The Trustee of the Melvisharam Muslim Educational Society.

Executive Body denotes:

The Executive Committee of the Melvisharam Muslim Educational Society.

College Committee denotes:

The College Managing Committee of C.Abdul Hakeem College of Engineering & Technology.

Correspondent denotes:

The Correspondent of C.Abdul Hakeem College of Engineering & Technology.

Principal denotes:

The Principal of C.Abdul Hakeem College of Engineering & Technology.

Committee Member denotes:

Member of the Melvisharam Muslim Educational Society.

Executive Member denotes:

Member of the Executive Body of the Melvisharam Muslim Educational Society.

The Governing Council of the C.Abdul Hakeem College of Engineering & Technology denotes Governing Council of C. Abdul Hakeem College of Engineering & Technology as per the

guidelines laid down by the All India Council for Technical Education, New Delhi.

Appendix - III

In furtherance of the object of the Melvisharam Muslim Educational Society, It is expedient under Article 22 of the Society, to form a College Committee in compliance with the order of Thiruvalluvar University, for the proposed MMES COLLEGE FOR WOMEN to be started under its management, it has been unanimously resolved at the General Body meeting held on 28.08.2006 to empower the Executive Body to frame rules and regulations for the efficient functioning of the College and this Appendix envisages the following rules for functioning of the College Committee, the Correspondent and the Principal.

1. The College Committee shall be formed by the Executive Body of the Society at its own initiative.
2. The Members of the College Committee shall not be more than 15 and less than 11, drawn as under:-
ONE will be the President of the Society.
ONE will be the General Secretary.
ONE will be from the Trustees.
TEN Members will be from the Members of the Society. ,
ONE will be the Principal.
ONE will be the Nominee of the University.
3. The Members of the College Committee will hold office for three Academic Years and the Executive Body shall have the right to choose Members afresh every 3 years.
4. The Committee shall discuss and decide such rules of discipline

and work, as would enable the college to be efficiently conducted.

5. The Committee will be convened by the Convener who shall be the Correspondent of the college elected by the Executive Body.
6. The meeting of the Committee shall be convened by the Correspondent, whenever necessary, after giving two day's prior notice.
7. Only Five Members will form the Quorum for the Committee meeting.
8. Any Member desirous of placing any subject before the Committee shall do so through the Correspondent.
9. If any Member absents himself consecutively for three meetings, the Executive Body of the Society shall remove his name from the Committee if no reasonable explanation is given by the Member, and he shall cease to be the Member of the College Committee.
10. All the official procedure between the College Committee and the Executive Body shall be transacted through the Correspondent of the College, who shall be one of the Members of the College Committee, elected by the Executive Body for the post to conduct all activities relating to the college.
11. The Correspondent shall deal directly with the Executive Body for and on behalf of the College Committee; and the Executive Body shall deal through its General Secretary with the Correspondent of the College.
12. The Correspondent shall prepare the report of the work done every month in the college and a statement of money received and spent on behalf of the college and submit the same to the

General Secretary for passing 'on to the Executive Body.

13. In all matters of appointments, the Correspondent shall, in consultation with the College Committee, prepare a list of approved applicants and submit the list to the Executive Body which shall be the final authority to decide.
14. All admissions to the college shall be discussed by the Committee, and the final decision shall be left to the Three-Men Panel comprising the Principal, the Correspondent and the General Secretary or the President of the Society.
15. Scholarships and Gratuities may be recommended by the Committee to the Correspondent for the final decision to be made by the Executive Body.
16. All applications for leave by the staff for periods less than a week, shall be decided by the Principal and for periods more than a week, shall be referred to the Correspondent to deal with in consultation with the Committee.
17. The Principal shall be responsible for the discipline on the campus and the regular functioning of the college.
18. The Principal shall carry out the decisions of the Committee and maintain all teaching works entrusted.
19. The Principal may bring to the notice of the Correspondent any flaw in the internal arrangement for rectification.
20. The Principal shall deal with the Thiruvalluvar University, on behalf of the college, in consultation with the correspondent.

Contextual meaning

President denotes:

The President of the Melvisharam Muslim Educational society.

General Secretary denotes:

The General Secretary of the Melvisharam Muslim Educational Society.

Trustee denotes:

The Trustee of the Melvisharam Muslim Educational society.

Executive Body denotes:

The Executive Committee of the Melvisharam Muslim Educational Society.

College Committee denotes:

The College Committee of the MMES College for Women, Melvisharam.

Correspondent denotes:

The Correspondent of MMES College for Women.

Principal denotes:

The Principal of the MMES College for Women.

Committee Member denotes:

Member of the Melvisharam Muslim Educational Society.

Member denotes:

Member of the Melvisharam Muslim Educational Society.

Executive Member denotes:

Member of the Executive Body of the Melvisharam Muslim Educational Society.

Appendix IV

In furtherance of the objectives of the Melvisharam Muslim Educational Society, It is expedient under article 22 of the Society, to form a College Managing Committee in compliance with the order of the Council of Architecture, New Delhi, for the proposed MMES Academy of Architecture to be started under its management. It had been unanimously resolved at the General Body meeting held on 11.08.2014 to empower the Executive Body to frame the rules and regulations for efficient functioning of the college and this Appendix envisages the following rules for the functioning of the College Managing Committee, the Correspondent and the Principal.

1. The College Managing Committee shall be formed by the Executive Body of the Society at its own initiative.
2. The Members of the Managing Committee shall not be more than 13 and less than 10 drawn as under :-
ONE will be the President of the Society.
ONE will be the General Secretary.
ONE will be the from the Trustees.
TEN Members will be from the Members of the Executive Body.
The General Secretary shall be the Chairman of the College Managing Committee.
3. The Members of the College Committee will hold office for three Academic Years and the Executive Body shall have the right to choose Members afresh every three years.
4. The Committee shall discuss and decide such rules of discipline and work, as would enable the College to be efficiently conducted.
5. The Committee will be convened by the Convener who shall be

the Correspondent of the college elected by the Executive Body.

6. The meeting of the Committee shall be convened by the Correspondent, whenever necessary, by circulating the notice five days in advance.
7. Only Five Members will form the quorum for the Committee Meeting.
8. Any Member desirous of placing any subject before the Committee, shall do so through the Correspondent.
9. If any Member absents himself consecutively for three meetings, the Executive Body of the Society shall remove his name from the Committee if no reasonable explanation is given by the Member, and he shall cease to be a Member of the College Managing Committee.
10. All the official mechanism between the College Managing Committee and the Executive Body shall be transacted through the Correspondent of the College, who shall be one of the Members of the College Committee, elected by the Executive Body for the Post to conduct all activities relating to the College.
11. The Correspondent shall deal directly with the Executive Body for and on behalf of the College Committee and the Executive Body shall deal with the Correspondent of the College through the General Secretary with the Correspondent of the College.
12. The Correspondent shall prepare the report of the work executed every three months in the College and a statement of the money received and spent by the College and submit the

- same to the General Secretary for passing to the Executive Body.
13. In all matters of appointment, the Correspondent should consult the College Managing Committee to failure the list of selected Candidates.
 14. All Admissions to the college shall be discussed by the Committee, and the final decision shall be left to the Four Men Panel consisting of the Principal, the Correspondent and the General Secretary cum Chairman and the President of the Society.
 15. Scholarships and Gratuities may be recommended by the Correspondent to the Managing Committee for final decision.
 16. All applications for leave by the Staff for periods less than a week shall be decided by the Principal and for periods exceeding a week, shall be referred to the Correspondent to deal with, in consultation with the Committee.
 17. The Principal shall be responsible for the discipline prevailing on the campus and the regular functioning of the College.
 18. The Principal shall carry out the decisions of the Committee and supervise all teaching works entrusted.
 19. The Governing Council as per the guidelines laid down by the All India Council for Technical Education consists of:
 1. Chairman
 2. Correspondent
 3. Member Trustee
 4. Committee Member
 5. Committee Member

6. Nominee of the Central Govt. Ex-Officio
 7. Nominee of the Regional Committee of All India Council for Technical Education, New Delhi.
 8. Nominee of the University of Madras.
 9. Nominee of the State Govt. (Ex-Officio)
 10. Nominee of the State Govt. (Ex-Officio)
 11. Member Secretary'
 12. Principal or Director.
20. The Principal may bring to the notice of the Correspondent any flaw in the internal arrangement for rectification.
 21. The Principal shall deal with Anna University, Director of Technical Education and All India Council for Technical Education, New Delhi, on behalf of the college in consultation with the Correspondent.
 22. The decision of the College Managing Committee shall be final and binding in all the issue concerned.

Contextual Meaning

President denotes:

The President of the Melvisharam Muslim Educational Society.

General Secretary denotes:

The General Secretary of the Melvisharam Muslim Educational Society.

Chairman denotes:

The Chairman of C.Abdul Hakeem College of Engineering & Technology.

Trustee denotes:

The Trustee of the Melvisharam Muslim Educational Society.

Executive Body denotes:

The Executive Committee of the Melvisharam Muslim Educational Society.

College Committee denotes:

The College Managing Committee of C.Abdul Hakeem College of Engineering & Technology.

Correspondent denotes:

The Correspondent of C.Abdul Hakeem College of Engineering & Technology.

Principal denotes:

The Principal of C.Abdul Hakeem College of Engineering & Technology.

Committee Member denotes:

Member of the Melvisharam Muslim Educational Society.

Executive Member denotes:

Member of the Executive Body of the Melvisharam Muslim Educational Society.

The Governing Council of the MMES Academy of Architecture denotes:

The Governing Council of MMES Academy of Architecture as per the guidelines laid down by the Council of Architecture, New Delhi.