THE HOME SCIENCE ASSOCIATION OF INDIA
(HSAI)
CONSTITUTION REVISION (2026)

CONSTITUTION

ARTICLE I

The name of the Association will be: **The Home Science Association of India (HSAI)**.

ARTICLE II

The Association shall be affiliated with the International Federation of Home Economics.

ARTICLE III

The aims of the Association shall be to position Home Science as the science of human wellbeing, family resilience and sustainable living:

1. Promoting holistic well-being of individuals, families and communities through Home and Community Sciences.
2. Advancing Home Science as a multidisciplinary, scientific, professional and socially relevant discipline.
3. Strengthening education, research, innovation and evidence-based practice in Home and Community Sciences.
4. Integrating emerging technologies, digital transformation and AI responsibly into education, research and professional practice.
5. Promoting sustainable, climate-resilient, inclusive and resource-efficient lifestyles and communities.
6. Empowering women, youth and communities through skills, entrepreneurship, employability and lifelong learning.
7. Building strong partnerships among academia, industry, government, civil society and international organizations for knowledge translation and social impact.
8. Contributing expertise to national and global policy and development agendas and preparing Home Science professionals to address present and future societal challenges.

ARTICLE IV

Membership: Persons who qualify under the Bye-Laws shall be eligible for membership of the Association.

ARTICLE V

The Executive Committee shall consist of the elected officers, the immediate past President and such representative members as shall be provided for in the Bye-Laws.

ARTICLE VI

Regular meetings of the Association shall be held at such times and places as may be determined by the Executive Committee.

ARTICLE VII

Amendment to the Constitution may be made according to the provision of the Registration of Societies Act of 1860 or any Act thereto which may supersede it.

THE REGISTRATION OF SOCIETIES ACT

Section 12:

Whenever it shall appear to the Governing Body of any society registered under this Act, which has been established for any particular purpose or purposes, that it is advisable to alter, extend or abridge such purpose to or for other purposes within the meaning of this Act, or to amalgamate such society either wholly or partially with any other society, such Governing Body may submit the proposition to the members of the society in a written or printed report and may convene a special meeting for the consideration thereof according to the regulations of the society. But no such proposition shall be carried into effect unless such report shall have been delivered for or sent by post to every member of the society ten days previous to the special meeting convened by the Governing Body for the consideration thereof, nor unless such proposition shall have been agreed to by the votes of three fifths of the members present at a second meeting convened by the Governing Body at an interval of one month after the former meeting.

BYE-LAWS

(As proposed in 2026)

ARTICLE I: Administration

Section 1: Headquarters

The Headquarters of the Association shall be in the city of Vadodara, but it can be moved to another place by a two-thirds majority vote of the members of the General Body present and voting at the Biennial General Body Meeting.

Section 2: Executive Committee

The Management of the Association shall be vested in the Executive Committee, which shall consist of:

A. Elected Offices of the Association:

1. President
2. Five Vice-Presidents for:
   - (i) Northern Region
   - (ii) Southern Region
   - (iii) Eastern Region
   - (iv) Western Region
   - (v) Central Region
3. Hon. General Secretary
4. Hon. Joint Secretary*
5. Hon. Treasurer*
6. Hon. Jt. Treasurer
7. Chairperson, Nominating Committee

* Posts at Headquarters.

B. Elected Executive Members: Six

C. Ex-Officio Members:

1. Immediate Past President
2. Immediate Past Hon. General Secretary
3. Presidents of affiliated State Branches

D. Nominated Members:

1. Editor of the Official Journal of HSAI
2. Other members nominated by the Executive Committee.

The Executive Committee shall consist of not less than eleven and not more than twenty-one members and shall have the power to co-opt members (nominated) between the General Body meetings, referred to as GBM hereafter.

Section 3: Election of the Executive Committee

Members of the Executive Committee and the Chairperson of the Nominating Committee shall be elected from amongst the Life Members of the Association as provided by the Constitution and Bye-Laws of the Association.

The Executive Committee shall appoint the Editor of the Journal.

Officers of the Association, except the President, shall be eligible for renomination.

Section 4: Term of the Committee

(a) The term of office of the Executive Committee shall be for four years commencing from 1 January, irrespective of the date of the declaration of the results of the elections.

(b) During this term the administration of the Association shall be entrusted to the Executive Committee.

Section 5: Functions and Duties of the Executive Committee

a. Functions of the Executive Committee

The Executive Committee shall have the general responsibility for furthering the purpose of the HSAI. It shall have the power to:

(a) make and amend its own Bye-Laws for the conduct of its business;

(b) appoint such subcommittee as may be needed to carry on the work of the Executive Committee;

(c) act for the Association in all legal matters;

(d) represent the Association in such cooperative relationship as may further the purpose and programme of the Association;

(e) present a budget biennially and administer it;

(f) fill all temporary vacancies in the Committee and appoint the Editor of the Journal. People so appointed shall normally serve on the committee till the next elections;

(g) the Joint Treasurer, who will be appointed for two years, shall be from the institution hosting the Biennial Conference of HSAI after the approval of the EC;

(h) appoint auditors for the period of four years as per the EC tenure;

(i) appoint a vendor/agency for conducting online elections of HSAI after following due procedures.

b. Duties of the Executive Committee

The President, the Vice-Presidents, the General and Joint Secretaries and the Treasurer shall have the duties usually pertaining to their office.

(a) The President shall preside over all the meetings of the Association and Executive Committee and shall guide the activities of the Association in accordance with the rules and regulations of the Association. The President shall appoint, in consultation with the Executive Committee, all ad hoc committees not otherwise provided for in the Bye-Laws and shall ensure that vacancies in both elective and appointive posts are filled.

(b) The Vice-Presidents shall be responsible for coordinating activities of the Association in their respective regions. In the absence of the President, one of the Vice-Presidents shall preside over the meetings. VPs shall perform any other duties which may be assigned to them by either the President or the Executive Committee.

(c) The Hon. General Secretary shall be responsible for the preparation of the minutes of the meetings of the Association and its Executive Committee and shall conduct such correspondence and other business as the President or Executive Committee may direct. The Hon. General Secretary shall present the Biennial Report of the Association at the GBMs and help the Editor publish the proceedings of the Biennial Conference.

(d) The Hon. Joint Secretary will assist the Hon. General Secretary and perform any other duties which may be assigned by the President or the Executive Committee.

(e) The Hon. Treasurer shall have custody of finances and other securities belonging to the Association and shall invest the same as directed by the Executive Committee. The audited account of the finances shall be presented at the Biennial Meetings of the HSAI.

(f) The Hon. Joint Treasurer will assist the President or the Executive Committee at the President's office and shall assist the Hon. Treasurer, besides performing any other duties which may be assigned from time to time during the tenure.

Section 6: Meetings

The Executive Committee shall hold at least three regular meetings between each Biennial GBM. The quorum for such meetings shall be 1/3 of its members. Meetings may also be held whenever the need arises, as shall be decided by the President and the secretariat.

ARTICLE II: Membership

Section 1: Types of Members

1. **Charter Member:** Any person who took part in the first conference of the HSAI held in Baroda in 1951.
2. **Life Member:** A person is eligible for Life membership if one:
   (a) holds a degree in Home Science / Home Economics / Community Sciences / others from a recognized Indian University or its equivalent in other countries; or
   (b) has a degree in an area of specialization of Home Science (such as Clothing and Textiles, Foods and

Nutrition, Family Resource Management, Child or Human Development, Extension and Communication, etc.) which is recognized in the syllabus of Indian Universities by UGC or ICAR or their equivalent elsewhere; or

(c) holds a Diploma or Certificate prior to 1952 from a Home Science College or Institution.

3. **Student Member:**
   (a) A student who has completed the undergraduate level or one of its specializations shall be eligible for student membership of the HSAI.
   (b) A scholar registered for a PhD programme in any specialization of Home Science shall be eligible for student membership of the HSAI.
4. **Honorary Member:** Any person whose outstanding and exceptional service in the interest of Home Science merits recognition by the Association shall be considered for this type of membership. A person may be duly proposed and seconded for honorary membership, admission to which shall be by unanimous choice of the Executive.
5. **Patron:** Patronship may be conferred on a person of outstanding merit with national stature who has contributed substantially to the field of Home Science and/or other related scientific or literary field, or an outstanding social worker. The Executive Committee shall unanimously admit such a member.
6. **Affiliating State Branches:** A group of persons who have formed themselves into Home Science State Branches, Chapters, Clubs, etc. as per the Bye-Laws of the Association may apply to the Executive Committee for recognition as an affiliating Member.

Section 2: Admission of Membership

A person or institution desiring membership shall apply online and pay membership fees with the application.

Section 3: Rights and Responsibilities of Members

(a) Only Life Members are entitled to vote.

(b) **Members in Good Standing:** Life Members for at least one year from the date of being admitted to the membership shall be considered as members of good standing.

(c) Life Members in good standing shall be entitled to nominate for elective posts of the Executive Committee and vote at elections.

(d) Life Members of good standing who have been members of the Association for at least three consecutive years prior to the election year shall be eligible to be nominated for posts during the elections of Executive Committee Members of the Association. They shall also be entitled to nominate and vote for these posts.

(e) All categories of members other than Life Members shall not be eligible to nominate, vote or stand for elections.

(f) A State Branch may send one authorized official representative to the biennial or special general meetings of the Association. Every such representative will be entitled to vote during the meeting in question after submitting to the Chair a written authority letter from the organization.

Section 4: Fees

Membership Fees:

Category	Fee
(a) Life Member	Rs. 3,000/-
(b) Student / Scholar Member	Rs. 500/- per annum
(c) Patron Member	Rs. 50,000/-
(d) State Branch	Rs. 750/- per annum

Registration Fees: A Registration Fee of Rs. 300/- will be charged for all categories of new members.

Admission to Membership:

(a) **State Branch:** A group of persons desiring a State Branch membership shall apply to the Hon. Gen. Secretary in writing in the prescribed application form of the Association together with the registration and membership fees.

(b) **Student / Scholar Members:** All types of annual membership will be effective from January 1 to December 31 of the year the fees are paid.

(c) The Journal of the Association will be online and available to all Life Members and Patrons.

Section 5: Cessation of Membership

Membership shall cease if:

(a) on receipt of a written request by the member concerned to the President / Honorary General Secretary;

(b) two thirds of the members of the Executive Committee agree that the conduct of the member is contrary to the Constitution or spirit of the Association.

ARTICLE III: Committees of the Association

Section 1: The Nominating Committee

1. The Nominating Committee of the Association shall be its standing committee.
2. The Nominating Chairperson will be the chairperson of the Committee.
3. The Committee shall consist of one member (minimum three years of Life membership) from each zone, appointed by the respective Vice-President, other than the President and the Nominating Chairperson.
4. The quorum for a meeting shall be two thirds of the members of this Committee.
5. The Nominating Chairperson, with the approval of the other members, may fill any vacancies occurring in the Committee.
6. Any member of the current Nominating Committee shall be eligible for election to any position in the ensuing elections/nominations of/to the Executive Committee.

Section 2: Other Committees

The President, in consultation with the Executive Committee, shall appoint the following committees whenever needed:

(a) Membership Committee

(b) Programme Committee

(c) Publication Committee

(d) Publicity Committee

(e) International Relations Committee

(f) Any other Committee as shall be required by the Association.

(g) The chairperson of all the committees other than the Nominating Committee shall be appointed by the Executive Committee.

ARTICLE IV: Elections

Section 1: Manner of Election

The election for the Executive Committee shall be held in online electronic mode after every four years. The schedule of election shall be drawn up by the EC:

Step	Timeline
1. Call for nominations	80 days before elections
2. Receiving nominations	60 days before election
3. Scrutiny of forms	50 days before election
4. Announcement of eligible candidates (including those elected unopposed)	40 days before election
5. Polling dates	3 days
6. Announcement of results	Within 2 days after polling

Section 2: Eligibility for Contesting

Only Life Members in good standing who are in continuous membership for at least three years on January 1st of the year of the election shall be eligible to stand for any elected post of the Association.

Section 3: Eligibility to Nominate

Life Members of good standing with a minimum of 3 years of membership are eligible to nominate and vote during elections.

Section 4: Election Procedure

A. Nominations

At least four months prior to the date of the commencement of the election, the Hon. Treasurer shall send to the Chair of the Nominating Committee a complete list of members of good standing who are eligible to nominate, vote and/or stand for election for Association office.

The Chairperson of the Nominating Committee shall then announce the election and call for nominations to the various offices and posts for which elections are to be held.

A nominating member (proposer) should send his/her nominations as per the directions of the Chair of the Nominating Committee, i.e. the nomination form should be properly filled, attested by the proposing member (with three years of membership), seconded by another member (with three years of membership) and mailed together with the candidate's written consent. Nominations which have not followed this procedure shall be declared invalid. The Nominating Committee and the Treasurer will scrutinize the nominations and then prepare a list of valid nominations. The Chairperson shall write to the nominees of posts for which there are more candidates than posts, giving them two weeks' time to withdraw from the candidature if they wish to do so. After the date for withdrawals is over, the Committee will prepare the final slate of nominations. The Executive Committee of the Association must approve this slate, preferably at an Executive Committee Meeting.

There shall be no election for all those posts for which the number of nominations is less than or equal to the number of posts.

B. To the Voter

The electronic ballot shall contain the list of posts for which an election is to take place, together with the names of the nominated candidates against the respective posts.

The electronic ballot shall be made available to each eligible voter through a secure online election platform or through such other electronic means as may be approved by the Nominating Committee.

Each voter shall be provided with secure and individual access to the electronic ballot. The voter shall be required to authenticate their identity in accordance with the procedure prescribed by the Nominating Committee.

The electronic voting system shall ensure that the vote cast by a voter remains confidential and that the voter's choice cannot be disclosed to any person except where disclosure is required by law or is necessary for the proper conduct or audit of the election.

C. By the Voter

The voter shall select the candidate or candidates of their choice in accordance with the instructions provided on the electronic ballot and shall submit the ballot electronically.

Upon submission, the system shall provide an electronic confirmation that the vote has been successfully recorded. Once submitted, a vote shall not be altered or withdrawn except where the election rules specifically provide otherwise.

The electronic ballot shall be accessible only during the period specified by the Nominating Committee (three days). Voting shall close automatically at the prescribed date and time, after which no further votes shall be accepted.

The electronic voting system shall maintain an appropriate electronic record of votes cast and shall incorporate reasonable safeguards to prevent unauthorized access, duplication, alteration or tampering with the voting process prescribed by the Nominating Committee.

Section 5: Filling up a Vacant Post

If there are no nominations for any of the officers' posts, or there are fewer nominations than the number of Executive Committee member posts, then the newly elected President shall fill up the vacancy in consultation with the Executive Committee.

ARTICLE V: Meetings of the Association

Section 1: General Body Meeting

General Body Meetings shall be held once in two years at such time and place as determined by the Executive Committee. At least 1/3 of the voting members shall constitute a quorum.

Section 2: Executive Committee Meeting

Executive Committee meetings shall be convened by the President and meet at convenient times between the General

Body Meetings. At least 1/3 of the members (elected + nominated) shall constitute a quorum.

ARTICLE VI: Procedure of Biennial Business Meetings

A) Minutes of the meeting

Minutes of the last General Body Meeting to be sent to all members a month before the General Body Meeting. Minutes of the last General Meeting shall be read, approved and passed.

B) The Hon. General Secretary and the Hon. Treasurer shall present the Association's Biennial Report and the Statement of Audited Accounts respectively. They shall be approved and passed by the consent of a 1/3 majority of the members present.

C) The reports of the affiliated State Branches and different committees of the Association shall be presented and approved.

D) The broad outlines of programme, conference and publicity for the ensuing year shall be presented and approved.

E) The Chairperson of the Nominating Committee shall present the Committee's report and declare the results of the election for the Officers of the Association and Members of the Executive Committee (applicable for election year).

F) Resolutions as approved and passed by the General Body, along with dissent matters, shall be declared.

ARTICLE VII: Fiscal Year

The fiscal year shall begin on the First of April every year.

ARTICLE VIII: Affiliation with the Home Science Association of India

Section 1: Home Science Clubs

Home Science / Community Sciences / Home Economics Clubs organized by a group of Home Scientists or any department / college or institution teaching Home Science / Community Sciences / Home Economics, having a membership of not less than 20 members, may be affiliated to the Home Science Association of India by payment of affiliation fees of Rs. 300/- per annum.

Section 2: Home Science Chapters

Regional / City Home Science Chapters having a total membership of not less than 30 members, of which there are preferably six ordinary or associate members, may be affiliated to the Association by payment of an affiliation fee of Rs. 300/- per annum.

Section 3: Affiliation Procedure

The Constitution and broad objects of the affiliated organizations should conform to the aims and objectives of the Home Science Association of India. The Executive Committee shall approve the organization before affiliation is granted, in the EC meeting.

The Club, Chapter or State Branch desiring affiliation should apply to the Association together with a brief history of its existence, a detailed list of the number and type of members it has, and a copy of its constitution, together with the affiliation and registration fees, to be sent to the General Secretary, HSAI with a request for granting affiliation. Members may be new or existing members of HSAI residing in that area. In the case of new members, their filled-in membership forms together with the entire membership and registration fee shall be included.

The Executive Committee will rule on whether the applying organization satisfactorily meets the criteria.

Affiliated organizations should remit the entire amount of annual membership fee to the Hon. Treasurer, who at the end of the year will remit 20% of this fee to the affiliated organization concerned.

Section 4:

Home Science Clubs, Chapters and State Branches affiliated to the Home Science Association of India may depute one official representative, preferably the President, to the GBM and Special meetings of the Association. Each such official shall have one vote for the duration of the meeting in question. Before each meeting the name of the official representative should be communicated to the General Secretary by letter or email.

ARTICLE IX: Sectional Organizations

The formation of divisions within the Association, consisting of members interested in a particular phase of Home Science, such as Extension Work, Child Development and Family Relations, Nutrition and Textiles areas, may be organized with the General Meeting.

ARTICLE X: Property and Finance

Section 1

Title to the property of the Association shall be vested in the Executive Committee, who shall have power to sell, lease, mortgage or otherwise deal with the same. The Executive shall hold all funds of the Association, using the income from these for the purpose for which they are held. All life memberships should be invested as fixed securities or deposits, and the interest utilized for current expenditure.

Section 2

All the bank accounts, deposits and other investments shall be opened, kept and made in the name of the Home Science Association of India.

Section 3

The Treasurer, jointly with the President or one of the authorized officers, shall draw in the name and on behalf of the Association all cheques, bills of exchange and other similar documents or online transactions.

ARTICLE XI: Amendments to the Bye-Laws

Amendments to the Bye-Laws of the Association shall be made at the Biennial Business Meetings. Such amendments to the Bye-Laws shall be circulated to the members one month before the meeting is to take place.

Amendment to the Constitution must be approved by the Executive Committee and circulated to the members one month before the date of the meeting called for that purpose, and an affirmative vote of three quarters of the voting members present shall be required for their adoption.

The procedure for amendments to the Constitution shall be in conformity with the Registration of Societies Act.