Rules of the
Sri Lanka Association for Artificial Intelligence

1. Name, Objectives, Composition

1.1 Association shall be named as Sri Lanka Association for Artificial Intelligence – SLAAI.

Name

1.2 The objectives of the association are:

Objectives

a. Advancement of knowledge of Artificial Intelligence (AI)
b. Promote Research AI for National development.
c. Promote AI education and popularize AI.

Amendment 19/12/2024

1.3 The association will consist of Foundation Members, Members, Senior Members, Life Members, Corporate Members and Student Members.

Amendment 19/12/2024

1.4 The governing body of the Association shall be a General Committee constituted as hereinafter set forth; and its affairs shall be directed by the council.

Amendment 19/12/2024

2. The General Committee

2.1 The General Committee shall consist of Foundation Members, Members, Senior Members, Life Members, Corporate Members and Student Members.

Members of the General Committee

Amendment 19/12/2024

2.1 The General Committee shall meet during every annual conference followed by the AGM. The general secretary shall give 30 days notice for the AGM for all members of the general committee.

Annual General Meeting

2.2 The General Committee, at the Annual General Meeting, shall

Power Functions and duties of the General committee

2.2.1 Receive and consider the reports of the Council and of the Treasurer,

2.2.2 Elect all the officers of the Association, members of the Council, Committee for Research in AI (CRAI), Committee for Industry Relation in AI (CIRAI) Committee for popularization of AI (CPAI).

2.2.3 Appoint Auditors.
The General Committee shall exercise all other such functions as by these rules are assigned to it as the governing body of the Association.

Amendment 19/12/2024

2.4 In the interval between Annual Meetings, the Secretary shall summon a Special Meeting of the General Committee whenever,
2.4.1 The Council or the President deems necessary, or
2.4.2 A written request of twenty or more members of the General Committee is made to the President or the Secretary, within one month of receiving such a request.

Special meetings

2.5 No occurrence other than those for which a Special Meeting was summoned shall be discussed at the meeting.

2.6 Twenty (20) members of the General Committee shall form a quorum at either an Annual or Special Meeting.

Quorum

3 The Council

Members of the Council

3.1 The council shall consist of President, Immediate past President, Vice President, Secretary, Treasurer, Editor cum Web Master, Chairmen and Secretary of the three sub committees and five other members.

Amendment 19/12/2024

3.2 Five members of the Council shall form a quorum including the president or secretary.

Quorum

Amendment 19/12/2024

3.3.1 The council shall have authority to act, in the name of and on behalf of the Association, in all matters, which do not conflict with the functions of the general Committee

Amendment 19/12/2024

3.3.2
In the interval between Annual Meetings, the Council may fill vacancies among the Office Bearers and Members of the Council and the Committees appointed by the General Committee. Such Office Bearers or Members shall hold

Powers, Functions and duties of the Council

office until the next new council appointment at the general meeting.

3.3.3
The council shall be responsible for conducting the Annual Conference. The Council shall hold such meetings as it may think fit, at intervals not exceeding two months, and shall in any case meet during the Annual Conference to consider matters to be brought before the general committee at its Annual Meeting..

3.4(a) Office Bearers and the members of the Council shall hold office for one year beginning on 30 days after the new appointment at the general meeting.

Amendment 19/12/2024

3.4(b) outgoing council should handover office to the newly appointment council with in the 30 days said in the 3.4(a)

3.4(c) Any Member of the Council who fails to attend three consecutive meetings without valid reason shall be deemed to have resigned from the position of the Council.

3.5 The Council may arrange any activities related to the objectives such as lectures, seminars, symposia, demonstrations and exhibitions to which non-members may be admitted; and the Council shall appoint speakers for these purposes, having regard to the Artificial Intelligence interests of the country.

Dissemination of knowledge

4 President, Secretary, Treasurer, Editor cum Web Master.

4.1 The President shall preside at all meetings of the Council and of the General Committee and also on public occasions as described in Rule 3.5. His/Her ruling shall be final on all points of order that may arise.

President

In the event of the President being unable from illness or other to exercise the functions of his office, the Vice President shall exercise such functions.

Availability of President

In the event of the President being unable to preside at a meeting, the Vice President or in his/her absence any Member of the Council elected at the meeting shall preside.

The President shall deliver a Presidential Address at the Annual Conference during his/her year of office.

Responsibility

4.2 It shall be competent for the Secretary and the Treasurer in consultation with the President to act in the name of the Association, in any matter of urgency, which cannot be

Secretary

brought before the Council. They shall report such action to the Council at the next meeting. The Secretary shall control the general organization and administration and shall be responsible to the Council for conducting the correspondence and for the general routine of the work of the Association, excepting that which relates to finance. He/she shall be responsible for keeping records of the proceedings of meetings of the Council, Committees of the Council and the General Committee.

A Secretary shall hold office for a period of two years and shall be eligible for re-election once consecutively. — Duration

4.3 The Treasurer shall be responsible to the Council for the financial affairs of the Association. — Treasurer

The Treasurer shall hold office for a period of two years and shall be eligible for re-election once consecutively. — Duration

4.4 The Editor cum Web Master shall be responsible for the entire editorial and Web work of the Association. — Editor cum Web Master

The Editor cum Web Master holds office for a period of two years and shall be eligible for re-election once consecutively. — Duration

Amendment 19/12/2024

4.4 The Editor cum Web Master shall be responsible for the entire editorial and web work and social media pages (Facebook and whatApp) of the Association. — Editor cum Web Master

The Editor cum Web Master holds office for a period of two years and shall be eligible for re-election once consecutively. — Duration

4.5 The Council shall have the power to recommend to the General Committee at any time the replacement of any officer who does not fulfill his/her duties. — Responsibility

5 Annual Conference / Workshop / Other Activities

Papers

5.1 The Secretary of the Research committee shall give sufficient notice to members to submit, before the stipulated date, papers to be read at the Annual Conference / workshops. Three copies of the paper prepared according to the format laid down by the Council, shall be submitted to

the Secretary of the Research committee who shall retain one copy and give the remaining two copies of Paper to the Referees. The decision of acceptance or rejection of a paper shall be final and all reports pertaining to it are confidential. Only a Foundation Member, Member or an Honorary Life Member shall be the sole author of a paper. A member who wishes to have as a collaborator some one other than Foundation Member, Member or an Honorary Life Member shall before submitting the paper furnish the Secretary of the Committee for Research in AI with particulars relating to such person on the prescribed form for approval by the Council (see Appendix B).

5.2 A Foundation Member, member or an Honorary Life Member will be allowed to read a paper at the Annual Conference/ workshop. In case of ill health, etc., Secretary shall be informed and another member of the above categories could then be allowed to read the paper. However, a member in any of the above categories who wishes to have a paper read by a joint-author not eligible to be admitted to any of these categories shall apply to the Council for approval at the time of submission of the paper, and the Council Decision on such matters shall be final.

5.3 The publications relating to the Annual Conference / workshop shall be in two parts, namely, General Programme & Annual Report and Conference Proceedings, as follows: Publications

5.3.1 General Program and Annual Report consists of names of Office Bearers and Past Presidents, General Programme of the Conference / workshop, List of New Members, Minutes of the preceding Annual General Meeting, report of the Council, Statement of audited accounts and Agenda for the Annual Meeting during the Conference / workshop.

5.3.2 Conference Proceeding consists of President Address, Invited speakers' addresses and Full papers, which have been presented during annual session.

5.4 All members of the Association are entitled to receive a copy of conference proceeding free of charge.

5.5 Under special circumstances, considering the prevailing conditions and conference requirements, council has right to changed rule of above 5.1, 5,2, 5,3, and 5.4. Amendment 19/12/2024

5.6 Council and General committee has power to conduct other Activities with council/general committee approval.

6. Sub Committees

6.1 Committee for Research in AI

6.1.1 There shall be within the Association a Committee called the "Committee for Research in AI (CRAI)" for the purpose of furthering research in Artificial Intelligence. Purpose

6.1.2 The Committee for AI Research shall consist of up to 5 members proposed by the respective chair of the Committee with the approval of the Council. Such members shall be reputed research workers in the field of Artificial Intelligence. Amendment 19/12/2024

The Committee for Research in AI may as it deems necessary seek assistance of any person or persons for a specific purpose arising out of its functions.

6.1.3 The Committee for Research in AI shall, in accordance with its specific purpose: Functions

6.1.3.1 study, report and take suitable action on the initiation and/or the development of research in AI

6.1.3.2 advise any member or group of members of the General Committee on a specific research project on which any member or group may need advice

6.1.3.3 institute and supervise research studentships and fellowships with the approval of the Council in the name of the Association;

6.1.3.4 advise the Council on any matter of importance in Artificial Intelligence

6.1.3.5 take any other action it considers necessary

6.1.3.6 make an Annual Report to the Council.

6.1.4 The Treasurer of the Association shall maintain a separate statement of accounts Expenditure of the Committee for Research in AI. Expenditure

Payments will be made by the Treasurer on presentation of vouchers certified by the Chairman or Secretary of the Committee.

6.1.5 The term of office of every member of the Committee for Research in AI shall be two years. A retiring member shall be eligible for re-election once consecutively. Tenure

Any member who fails to attend three consecutive meetings without valid reason shall be deemed to have resigned from membership of the Committee.

6.1.6 In the event of any vacancies occurring in the Committee for Research in AI in-between two annual meetings of the General Committee, the Committee shall recommend to the Council for approval, names of suitable members to fill the vacancies. All such appointments shall hold until next appointment of the council. Amendment 19/12/2024

6.2 Committee for Industrial Application in AI -CIAAI

6.2.1 There shall be within the Association a Committee called the "Committee for Industrial Application in AI" for the purpose of promoting use of Artificial Intelligence techniques in industry Purpose

6.2.2 The Committee for Industrial Relations in AI shall consist of up to 5 members proposed by the respective chair of the Committee with the approval of the Council. Such members shall be reputed research workers in the field of Artificial Intelligence.

The Committee for Research in AI may as it deems necessary seek assistance of any person or persons for a specific purpose arising out of its functions.

6.2.3 The Committee for Industrial Application in AI shall, in accordance with its specific purpose: Functions

6.2.3.1 establish industry-university relationship with regard to projects using Artificial Intelligence

6.2.3.2 advise any member or group of members of the General Committee on a specific application project on which any member or group may need advice

6.2.4 The Treasurer of the Association shall maintain a separate statement of accounts for Expenditure of the Committee for Industrial Application in AI. Expenditure

Payments will be made by the Treasurer on presentation of vouchers certified by the Chairman or Secretary of the Committee.

6.2.5 The term of office of every member of the Committee for Industrial Application in AI shall be two years. A retiring member shall be eligible for re-election once consecutively. — Tenure

Any member who fails to attend three consecutive meetings without valid reason shall be deemed to have resigned from membership of the Committee. — Vacancies

6.2.6 In the event of any vacancies occurring in the Committee for Industrial Realation in AI in-between two annual meetings of the General Committee, the Committee shall recommend to the Council for approval, names of suitable members to fill the vacancies. All such appointments shall be until next appointment of the council. — Amendment 19/12/2024

6.3 Committee for Popularization of AI

6.3.1 There shall be set up within the Association a Committee called the "Committee for Popularization of AI" for the purpose of popularizing AI and promoting AI education. — Purpose

6.3.2 The Committee for Committee for Popularization of AI shall consist of up to 5 members proposed by the respective chair of the Committee with the approval of the Council. Such members shall be accepted research workers in the field of Artificial Intelligence. — Amendment 19/12/2024

The Committee for Popularization of AI may as it deems necessary seek assistance of any person or persons for a specific purpose arising out of its functions.

6.3.3 The Committee for Popularization of AI shall — Function and Powers

6.3.3.1 take suitable action to popularize Artificial Intelligence with a bearing on the national interest;

6.3.3.2 advise the general public or any person and/or institution on the application of Artificial Intelligence techniques to problem solving in their day-to-day life with a view to creating an attitude in them on the way of problem solving using AI;

6.3.3.3 do all other things as may be considered necessary and are incidental to the above functions with the common objective of popularizing Artificial Intelligence

6.3.3.4 make semi-annual and annual reports to the Council.

6.3.4 The Treasurer of the Association shall maintain a separate statement of accounts of the Committee for Popularization of AI.

Expenditure

Payments will be made by the Treasurer on presentation of vouchers certified by the Chairman or Secretary of the Committee.

6.3.5 The term of office of a member other than an ex-officio member of the Committee for Popularization of AI shall be two years. A retiring member shall be eligible for re-election once consecutively.

Tenure

Any member other than an ex-officio member, who fails to attend three consecutive meetings without, valid reason shall be deemed to have resigned from membership of the Committee.

6.3.6 The Committee for Popularization of AI shall have the right to co-opt members provided that Council ratification is obtained. It shall also have the right to invite persons to attend its meetings but such persons or persons and co-opted members shall have no voting rights in the Committee.

Co-opting

6.3.7 The Committee for the Popularization of AI shall meet periodically, and in Meetings any case, at intervals not exceeding two months. The Chairman shall preside at all meetings of the Committee; in his absence, a member elected by the members present shall preside.

Meetings

6.3.8 All members of the Committee for Popularization of AI shall be honorary Members not eligible to members and shall not be eligible to receive any payment provided, however, they shall be eligible to receive monies solely payment in reimbursement of out of pocket expenses for work as approved by the Committee for Popularization of AI.

6.3.9 In the event of any vacancies occurring in the Committee for Popularization of AI in between two annual meetings of the General Committee, the Committee shall recommend to the Council for approval, names of suitable members to fill the

Vacancies in

Amendment 19/12/2024

vacancies. All such appointments shall hold only until one year or next council appointment which come first.

6.3.10 On all matters not provided for in these rules the decision of the Council shall be final and binding on all members of the Committee.

Matters not Provided for In these rules

7. Finance

7.1 The Treasurer in consultation with the Secretary shall prepare and present at the first meeting of the Council a draft budget for the current calendar year for consideration and approval. The Treasurer shall, except at the first meeting of the year, present to the Council once a month a statement of accounts showing the income and expenditure completed up to the end of the month preceding the Council Meeting. He/She shall present, in addition, an interim balance sheet showing the funds of the Association as at the end of the third quarter preferably subject to an interim audit, to the Council at its meeting prior to the Annual Session and thereafter to the General Committee at its Annual Meeting.

Financial Statement

7.2 The Accounts of the Association shall be audited annually by the Auditor appointed by the General Committee.

Audit

7.3 The Treasurer shall make all payments authorized by the Council.

Payments

7.4 The Treasurer is empowered to draw on the account of the Association and, with the authority of the Council, to invest on behalf of the Association part or all of the balance standing at any time to the credit of the Association in the books of the Association's bankers, in such investments as may be recommended by the Council.

Investment

7.5 All cheques shall be signed by any two of President, Vice President, Treasurer and Secretary.

Issuing Cheques

7.6 The Treasurer and one of other Secretary or the President shall each, be signatories to the bank account(s) at any material withdrawal.

Withdrawal

8. Admission and Privileges of Members

8.1 Admission to membership of the Association shall be made as follows: Admission

8.1.1 As Foundation members, persons who were instrumental in the establishment of SLAAI and were present at the inaugural meeting and persons who being unable to be present at the meeting communicated their names to the conveners of the said meeting; Amendment 19/12/2024

8.1.1(a) The following individuals are recognized as the foundation members of SLAAI
1. Prof. H. Sriyananda
2. Snr. Prof. A.S. Karunananda
3. Dr. Ruwan Weerasinghe
4. Dr. M.K. Jayananda
5. Dr.(Ms.) D.D.M. Ranasinghe
6. Dr Arosha Senanayaka

8.1.1(b) Foundation members may be granted the following special rights and privileges: Amendment 19/12/2024
1. Lifetime membership with exemption from membership fees.
2. Voting rights on significant constitutional amendments.
3. Recognition at annual general meetings and special events.
4. Eligibility for honorary positions within the organization and special privileges given in 10.1
5. Have the right to attend all meetings of the Association, to take part in discussions, to vote on any matter coming up for discussion and to fill any office of the Association

8.1.2. As Members, persons with recognized qualifications in AI or persons who follow/use AI formally at the university level or persons who in the opinion of the council have made contributions to knowledge in AI;

8.1.2. Senior Members, persons with recognized qualifications in AI or persons who follow/use AI formally at the university level or persons who in the opinion of the council have made contributions to knowledge in AI and should have 10 years slaai membership;

8.1.4. As Corporate Members, corporate bodies engaged in or closely associated with the pursuit, promotion or applications of AI;

8.1.5. As Student Members who are receiving secondary education in schools;

8.1.6. As Life Members, persons who have rendered distinguished service to AI; Past council members of the Association who have held membership for 15 years.

Amendment 19/12/2024

8.1.9 Members, Student Members and Corporate Members shall be elected by the Council, after being duly proposed and seconded by two members of the Association. Prescribed form is attached in Appendix A.

Amendment 19/12/2024

8,1,10 Foundation and Life Members shall be elected by the General Committee on the nomination of the Council.

8.1.11 The Council shall have the power to refuse any application for membership.

8.2. Every person or corporate body admitted as a Member shall conform to the Rules and Regulations of the Association, and for any Infringement thereof, shall be liable to exclusion by the Council, who have authority, if they think it necessary to withhold from any person the privilege of attending any meeting or to cancel the ticket of admission already issued.

Obligation

8.3.1 The annual subscriptions payable by Foundation Members, Members, Corporate Members, Student Members and the life composition fees for Foundation - Members, Members and Student Members, and the admission fees for Session Members shall be decided by the General Committee from time to time.

Conditions and Privileges

Amendment 19/12/2024

8.3.2 The annual subscriptions payable by Members, Corporate Members, Student Members shall be decided by the General Committee/Council from time to time.

Amendment 19/12/2024

8.3.2(a)All Foundation Members and Life members are free from any further subscriptions.

8.3.3 Corporate Members shall have the right to be represented by not more than two nominees at meetings other than business meetings of the Association. Such nominees have

the right to present papers, provided they hold the qualifications required of a Member.

8.3.4 Student Members shall have the right to attend all meetings of the Association, to communicate papers through Foundation Members, Members or Honorary Life Members for reading at the Annual Conference/ Workshop and to take part in discussions. They shall however not have the right to attend any business meeting and shall not be eligible to any office in the Association.

8.3.5 Session Members shall have the right to attend all meetings, other than business meetings, of the Annual Conference/Workshop for which such ticket has been obtained, to communicate papers through Foundation Members or Members for reading at the Annual Conference / workshop and to take part in discussions. They shall, however, not have the right to vote at any meeting and shall not be eligible for any office in the Association.

8.3.8 Life Members shall be entitled to all the privileges of Members and only pay one-time subscriptions.

Amendment 19/12/2024

8.4. Annual subscriptions shall become due on the first day of February every year and shall be in respect of the year ending on the Thirty First day of January next following the actual date of payment in each case, provided that a Member shall not by this be prevented from making good arrears of subscription.

Arrears of annual subscription

The membership of a Member, Corporate Member or Student Member who defaults in the payment of his annual subscription for a period of two years shall be terminated after the member has been duly requested by the Treasurer to pay his subscription.

Amendment 19/12/2024

8.5(a) A List of all members of the Association shall be published once every 3 years.

9. Amendments and New Rules

Amendments 19/12/2024

9.1 Any alteration of, or addition to any of the Rules, and new Rules, may be proposed by the Council or by individual members of the General Committee, provided that such proposals from individual members shall have been

communicated to the Council in writing through the Secretary at least two months before the Annual Meeting, or any other meeting convened specially for the purpose.

It shall be within the power of the Council to make its own observations on proposals for amendment of the Rules made by individual members.

9.2 These amendments can be done in SGM or AGM.

10. Society Re-activation

10.1 if the association fails to conduct an Annual General Meeting (AGM) for three consecutive years, it shall be deemed non-functional. In such an event, a reactivation process shall be initiated.
This process shall include notifying all members through appropriate channels, organizing meetings to discuss the revival of activities, and establishing a plan of action to restore the association's functionality.

Amendment 19/12/2024

If deemed necessary, any of the 03 founder members or life members shall have the authority to convene an AGM to address the reactivation of the association.

Activation

END