

# ALUMNI ASSOCIATION

Dr. Harisingh Gour Vishwavidyalay, Sagar, (M.P.)

1. Name of the Society : **Dr. Harisingh Gour Vishwavidyalaya Alumni Association, Sagar (M.P.)**
2. Office of the Society : **Dr. Harisingh Gour Vishwavidyalaya, Sagar, Tehsil Sagar, Dist. Sagar**
3. Registration No. : **06/09/01/09114/12**

#### 4. Aims of the Society:

- (i) To promote and foster mutually beneficial interaction between the Alumni and the present students and between the Alumni themselves. To encourage the formation of Chapters as a means of increase participation of Alumni.
- (ii) To encourage the Alumni to take an active and abiding interest in the work and progress of the institution so as to contribute towards enhancement of the social utility of their Alma mater.
- (iii) To organize and establish scholarship funds to help the needy and deserving students.
- (iv) To institute prizes and awards for outstanding project work, research papers or other professional activity by the students of the institute; also to suitably recognize outstanding social and community service by the Alumni and the students.
- (v) To undertake to organize activities of a civic or charitable nature as also to increase public awareness of the role of technology in the value addition in the economic and social development.

### OFFICE BEARERS OF THE ASSOCIATION

S.No.	Name	Father/Husband Name	Designation	Full Address	Occupation
1.	<b>Prof. D.K.Mukhariya</b>	S/o Dr. Ganeshramji Mukhariya	President	Mahendra Villa 1/10 Sadar, Sagar (M.P.)	Retired Professor
2.	<b>Dr. N.K.Jain</b>	S/O Late Shri Gopi Lal Jain	Vice-President	C-27, Vishwavidyalay Campus, Sagar ( M.P.)	Retired Professor
3.	<b>Dr. Subodh Jain</b>	S/o Shri Komal Chand Jain	Secretary	271/9, Manorama Colony, Sagar ( M.P.)	Service
4.	<b>Shri Rajesh Malaiya</b>	S/o Shri Rajkumar Malaiya	Treasurer	55, Tilakganj, Sagar (M.P.)	Business
5.	<b>Dr. Arvind Randehliya</b>	S/O Late Shri Komal Chand Randheliya	Joint Secretary	Namak Mandi, Katra Bazar, Sagar ( M.P.)	Business
6.	<b>Prof. K.S.Pitre</b>	S/O Shri Sadashiv Pitre	Member	B-9, Vishwavidyalay Campus, Sagar ( M.P.)	Retired Professor
7.	<b>Prof. Ila Tiwari</b>	D/o Late Dr. V.N.Tiwari	Member	Warden Residence Girls Hoste, Govt. Girls College, Sagar( M.P.)	Service

# RULES & REGULATION

Dr. Harisingh Gour Vishwavidyalaya Alumni Association, Sagar ( M.P.)

Following are the rules & regulations of the Association:

## 1. Definitions:

- a) **“The Association”** means the Alumni Association of the Dr.Harisingh Gour Vishwavidyalaya, Sagar (M.P.) India
- b) **The Univeristy** means Dr.Harisingh Gour Vishwavidyalaya, Sagar (M.P.) India
- c) The **“General Body”** means the General Body of the Alumni Association.
- d) The **“Executive Committee”** means the Executive Committee of the Association.
- e) **“Alumnus”** means annex- students of the University, who has obtained a degree/ diploma form the Dr.Harisingh Gour Vishwavidyalaya, Sagar (M.P.)
- f) An **“ Honorary Member”** means any person other than an Alumnus , who has been elected by the General Body of the Association.
- g) The financial year of the Alumni Association shall be reckoned every year from 1<sup>st</sup> April to 31<sup>st</sup> March of the following year.

## 2. Patrons:

- a. The Association may have Patrons as approved by the Executive Committee, provided that a patron shaal be an out standing University teacher/ scientist / researcher or a social worker. Such appointment shall be made for a period of one year.
- b. The Vice- Chancellor of the University shaal bean ex- officio Patron of the Alumni Association.

## 3. Membership:

- a. Any student who successfully obtain any degree/ diploma from Dr.Harisingh Gour Vishwavidyalaya, Sagar (M.P.) automatically become a life member of the Association from the date of issue of the Result/ Notification granting the said degree/ diploma; on payment of the appropriate membership fees as described in Clause 3(c)
- b. Any ex-student, member of the staff or ex-memberr of the staff of the University who does not fulfill above condition as in 3 ( c) but who, on the recommendation of the Executive Committee, is admitted by the Association on payment of the appropriate membership fees as described in Clause 3(c)
- c. There will be only life membership and the membership fee will be Rs. 2000=00( Rs. Two Thousand only) to bepaid in one time. In future the membership fee in respect of all the members defined in Clause 3 ( a) and 3( b) would be decided by mutual discussion between the University and the Association from time to time. The mode of collection of the membership fee would be decided form time to time in mutual discussion between the University and the Association.

#### 4. Honorary Member:

The Association, in the General Body on the recommendation of the Executive Committee, may elect any person connected with the University or the Association, who is likely to promote the interests of the Association, as an Honorary Member for two years.

#### 5. Membership Right:

All members and honorary members are entitled to receive all announcements etc.( posting of such announcements on the website shall amount to their being received by the members) connected with the activities of the Association, the Alumni Newsletter, Annual Magazine and also participate in all social functions and other activities of the Association. All members will also be beneficiaries of any scheme or assistance programmes administered by the Association.

#### 6. Organization:

**The following shall be the authorities of the Association:**

- (i) The Chairman( Vice-Chancellor)
- (ii) The President
- (iii) The Vice- President
- (iv) The Secretary
- (v) The General Body
- (vi) The Executive Committee

**The method of selection of the office bearers and their roles are defined in subsequent paragraphs.**

- a. Chairman the Vice- Chancellor of the Dr.Harisingh Gour Vishwavidyalaya, Sagar (M.P.), India will be the ex-officio Chairman of the Association. The Chairman will sanction all budgets and will exercise overall control on all policy matters of the Association. The routine activities and the general administration of plans and programmes will be supervised and coordinated by the Chairman.
- b. President, the Executive Committee will appoint a distinguished Alumnus, who should be an eminent personality in the field of teaching or research, as a President. The President will have no administrative responsibility but will function/ serve as a Patron and Ambassador –at- large for the Alumni Association and the University in professional Association and others where he is active. The Executive Committee , if it considers appropriate/ necessary may appoint up to two such Presidents. The President will hold office for one year at a time.
- c. **Vice- Presidents** the Chairman will nominate two Vice Presidents ( VP-1 &VP-2) from among the members, for the period of one year. They will preside over general body meetings in the absence of president.
- d. **Secretary** the Vice- Chancellor of Dr.Harisingh Gour Vishwavidyalaya, Sagar (M.P.), India will appoint Secretary from among the teachers of the University not below the rank of Associate Professor who is also alumni of the university. He will look after the official work of Alumni Association on behalf of the university under the guidance of the Vice-Chancellor of Dr.Harisingh Gour Vishwavidyalaya, Sagar (M.P.), India.

## 8. The General Body:

- a. The General Body shall consist of all the members of the Alumni Association as defined in Clause 3 (a) & 3( b) and 4.
- b. The General Body shall consider the President's report of the past years activities , the President –elect's budget and plan of activities for the next years, approval of the accounts, election of members of the Executive Committee, appointment of auditors, legal advisors and any other matter arising from time to time.
- c. The General Body shall meet on January 15 every year unless the change is notified to the members well in advance. This meeting referred to as the Annual General Meeting shall statutory consider the following:
  - (i) Approval of previous year's accounts
  - (ii) Introduction of new office bearers
  - (iii) Election of the members of the Executive Committee
  - (iv) Appointment of Auditors
  - (v) Appointment of legal advisors, if any.
- d. The Honorary Secretary shall, upon being requested in writing by the Executive Committee or by at least 25 members of the Association, call an Extraordinary meeting of the General Body for which at least 2 weeks notice along with agenda shall be circulated to all the members.
- e. The quorum for the General Body shall be 40 members present in person . In case the quorum is not complete, the Chairman shall adjourn the meeting and reconvene it after 30 minutes, at which time, the members present will constitute the quorum and there will be no minimum requirement. In adjourn meetings " Agenda only" will be decided.
- f. All the resolutions put to vote at the General Body shall be decided by a majority vote (unless otherwise provided) on a show of hands. In case of equality of votes, the "Presiding Officer" shall have the casting vote.
- g. In case the Executive Committee is satisfied that a member/ honorary member has been working against the interest of Association/ the profession it may recommend the termination of the membership of the concerned member/ honorary member to the General Body which shall have the powers to do so.
- h. The Eecutive Committee shall have 21 elected members, who shall be elected of office for a 3 year terms. The General Body shall elect 7 members ( i.e. one third of the strength) every yea to the vacated categories from amongst the membership of the Association by the majority vote as under:
  - (i) At least one member of minimum 25 years standing
  - (ii) At leasttwo members of minimum 15 years standing
  - (iii) At least two members of minimum 5 years standing
  - (iv) The remaining two members may have any seniority
- i. A member can be re-elected to the Executive Committee , if he so wishes after a gape of one year.
- j. The President or in his absence, the Secretary shall be the Returning Officer for the election.

## 9. The Executive Committee:

- a. The affairs of the Association shall be managed and the funds administered by the Executive Committee which shall consist of following members:
  - (i) The Chairman as defined in Clause 7.a and the President as defined in Clause 7.b.
  - (ii) Seven alumni to be elected by the General Body as detailed in Clause 8 h.
  - (iii) The immediate past president, immediate past secretary, and immediate past treasurer will continue as members of the Executive Committee as defined in Clause 9 a ( ii) if they have not completed their 3 years term, if his/ her 3 year term has been completed he/ she shall relinquish office as member of the Executive Committee. They may, however, be re- elected to the Executive Committee after a gape of one year.
  - (iv) Two Senior Professor of the University to be nominated by the Chairman shall be ex-officio members.
  - (v) The immediate past President if he has completed 3 years as Executive Committee member shall be ex-officio member of the Executive Committee.
- b. The Executive Committee shall have the right to co-opt members and/ or appoint sub – committees from amongst the General Body from time to time for an execution of specific assignment as required.
- c. Any Casual vacancy amongst the members of the Executive Committee arising from death, resignation, removal or otherwise, may be filled by co-option by the Executive Committee and the member so co-opted shall hold office for the residual term of the member being replaced. Such co-opted member shall be treated on par and have all the rights as enjoyed by the elected members under the Clause 8h { see also 10 b(ix)}.
- d. The Executive Committee shall have the power to appoint from amongst the members of the General Body or from amongst its own members, Editor and other staff for the printing and publication of Brochures, Newsletters, Annual magazine of the Association.
- e. The quorum of the meeting of the Executive Committee shall be seven members personally present provided that only Committee members under Clause 9( a) (i),(ii), (iii), (iv) and (v) shall be entitled to vote in the meeting and only their presence shall be counted for the purpose of forming the quorum.
- f. The Executive Committee shall manage the affairs of the Association by majority vote in the Committee Meeting provided that in case of equality of votes, the President shall have the casting vote.
- g. The Executive Committee shall meet at least four times a years. The Secretary shall issue the notice and the agenda of he meeting at least a week before the date fixed for the meeting. However, incase of urgentbusiness, the meeting may be called at shorter notice.
- h. The Executive Committee shall be Executive Authority of the Association. It shall be responsible for all the finances and funds of the Association and shall give effect to the plans and programmes of the Association and shall have the authority to carry them out.

- i. The Property, movable and immovable, belongs to the Association shall be vested with the Executive Committee.
- j. On or before the fourteenth Day succeeding the day on which the Annual General Meeting of the General Body is held, a list shall be filled with the Registrar of Societies Sagar, M.P. of the names, address and occupations of the members of the Executive Committee.
- k. The Executive Committee may terminate the membership of any of its members, in case he/ she fails to attend two consecutive meetings of the said Committee without the grant of leave of absence. However, the President may grant leave of absence to any member.

#### **10. The Office Bearers:**

- a. All Office Bearers, except the Chairman and the President who are appointed to their office as defined in clause 7.a. and 7b and will be ex-officio members of the Executive Committee, and shall be elected as detailed in Clause 10b below for a period of one year. However, a person may be re-elected and hold the same office up to a maximum of three consecutive years.
- b. **The Elected Office Bearers of the Executive Committee shall be:**

**The President:** shall be elected by majority vote of the members under category 9 a (ii). He/ she shall be an alumnus of at least twenty years standing,

**Secretary:** shall be appointed by the Vice- Chancellor of Dr. Harisingh Gour Vishwavidyalaya, Sagar. He shall be an alumnus of at least fifteen years standing and should have been a member of the Executive Committee of any time before the election.

#### **The Secretary shall perform the following duties:**

- To keep the minutes of all meetings of the General Body and Executive Committee
  - To carry out the directions of the General Body and the Executive Committee.
  - To conduct the correspondence of behalf of the Association.
  - To issue notice of all the meetings of the General Body and Executive Committee .
- c. All monies received on behalf of the Association shall be placed in the name of Dr. Harisingh Gour Vishwavidyalaya, Sagar Alumni Association in an account to be maintained in a bank to be approved by the Executive Committee. Any Two of the Chairman, President , Secretary and Treasurer will sign all cheques up to Rs.50,000/- and those above Rs.50000/- shall require the signature of the Chairman. Out of any two signatures, one shall be the treasurer. All Expenditure more than Rs. 5000/- shall have the prior approval of the Chairman/ President.
  - d. The Association's financial year shall end on 31<sup>st</sup> March. The Executive Committee shall direct the accounts at least once a year by the auditor appointed by the General Body at the Annual General Meeting.

#### **12. Amendments:**

Any provision/ requirement of this constitution may be amended by a two –third majority of those alumni members present and voting in General Body meeting. The quorum for such a meeting will be fifty members. The proposal to amend the Constitution shall be at

the instance of the Executive Committee or on the signed requisition by at least forty alumni.

Notice of the proposed amendments shall be furnished to the Secretary at least 40 days before the date at which it is proposed to consider the amendments. Such a notice will contain details of the Rule(s) desired to be amended, the proposal text of the changed rule and the reason for seeking the amendment. The latter is meant as a guide for any deliberation at the General Body meeting. Upon the receipt of a requisition for amendment, the Secretary shall issue notice to every alumni member for such meeting at –least 20 days before the schedule date.

Amendments to the memorandum shall be made as per MP Societies Registration Act,1973.

### **13. Dissolution :**

In the event of dissolution of the Association, the procedure laid down in the MP Societies Registration Act,1973.

### **14. Chapters:**

#### **(i) Regional Chapters:**

The Executive Committee may recognize a Chapter of the Association in any city / region India provided it has twenty-five members enrolled. The expenses of the Chapter will be managed by the respective Chapter.

#### **(ii) Overseas Chapter :**

The Executive Committee may recognize an Overseas Chapter of the Association provided it has minimum ten members enrolled. The membership fee will be Two Hundred US Dollar or equivalent.

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