

TELANGANA TRIBAL WELFARE RESIDENTIAL DEGREE COLLEGE FOR WOMEN SURYAPET
ALUMNI RELATION POLICY



VISION:

To bring ex students on a single platform contributing to the betterment of the Institution.

MISSION:

The TTWRDC W SURYAPET College Alumni Association foster a lifelong spirit of belonging and pride by connecting alumni, students, and friends to the College and also with each other. And to advocates for the college with a credible, independent and collaborative voice.

SATTWA: SURYAPET ALUMNI TELANGANA TRIBAL WELFARE WOMEN ASSOCIATION.

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1. PREAMBLE:

An Alumni Association of any institution is an important pillar and lifelong connect helping the Institution to realize its mission and goals. An Alumni Association is constituted to strengthen the bonding between the Alumni and Institute, to promote and foster mutually beneficial interaction between the Alumni themselves and the present students of the Institute, to encourage the joint venture activities so as to contribute towards social utility of Alma Mater. The Alumni relationships with the Alma Mater are lifelong relationships nurturing mutual support and growth. The policy document describes the guidelines for constituting the Alumni Association of TTWRDCW SURYAPET which shall be executed through SOP as per the attached Annexure – I

2. OBJECTIVES:

- To foster close relationship between SATTWA Alumni and the College.
- To provide academic and professional interaction and networking among SATTWA Alumni and endeavor to create career opportunities for the TTWRDC W SURYAPET student community.
- To accept funds in the form of gift, donation, subscription, etc. and utilizes the same for achieving objectives of the Association.
- To uphold the democratic and inclusive traditions of TTWRDC W SURYAPET and to strive for their furtherance, through all the activities of the Association, including the organization of Annual and periodic Lectures/ Seminars, etc.
- To promote learning and innovation in the fields of science, social science, arts, and commerce.
- To realize the enormous benefits that may come from the engagement of SATTWA Alumni with the College.
- To organize socio-cultural events and interactions between Alumni and their family members.
- To Foster a lasting sense of connection to the “Alma Mater” among the alumni through regular contact.

3. MEMBERSHIP OF ALUMNI ASSOCIATION:

All individuals who have been conferred a degree by TTWRDCW SURYAPET are eligible to become a member. However, all the eligible individuals need to register for Alumni Association to become a member of the Association and to receive the future communication of the events planned.

4. COMPOSITION OF EXECUTIVE COMMITTEE OF ALUMNI ASSOCIATION OF TTWRDCW SURYAPET:

The administration of the Association shall be managed by an Executive Committee, consisting of (1) President (2) a Vice-President (3) a General Secretary (4) Joint Secretary (5) a Treasurer and

(6) Two members

a) The affairs of the ASSOCIATION will be managed by an EXECUTIVE COMMITTEE (EC) per the Clauses below.

Executive Committee (EC) consists of Seven (7) Elected office Bearers:

- 1) President
- 2) Vice-President
- 3) Secretary
- 4) Treasurer
- 5) Joint-Secretary
- 6) Councilor (I)
- 7) Councilor (II)

Adhoc Executive body shall be constituted with the Founder members Choosing one as president to carry out the activities for formation of Alumni Association till the elections of the Regular Executive body of SATTWA are held Executive Committee Meetings

Executive Committee Meetings shall ordinarily be convened at least once in 3 months.

Special Meetings of the Executive Committee shall be convened on written request of not less than 5 members of the Executive Committee.

Quorum for a meeting of the Executive Committee shall be half of the Executive committee.

Filling of Vacant Office Bearer Positions (as a result of Stepping down): In case the President steps down, the Exec. Vice President will serve as Interim President until the new President is elected.

In case the Secretary steps down, the Joint Secretary will function as the interim Secretary, until a new Secretary is elected. The election to fill vacant Office Bearer positions will be conducted simply by the elected EC members amongst themselves within 30 days of vacation of office. In case other office bearers step down, their position will be filled by other elected members in the EC. The office bearer stepping down will assume the portfolio of such member replacing him/her as office bearer.

5. Term of Office Bearers:

The office bearers and members of the Executive Committee will be elected for a period of two years. The members of the Executive Committee shall be elected by the members of the Association including and they shall hold office for a period of two years.

A committee once elected shall continue to hold office till a new committee assumes charge.

If any vacancy arises in any post on account of resignation, death, etc., the Executive Committee may nominate any person to such post from among the members of the Executive Committee. Such nominated persons shall hold office till the next election of the Executive Committee.

If an Executive Committee member is absent from three consecutive meetings of the Executive Committee, without prior notice, She shall cease to be a member of the Executive Committee.

6. ROLES & RESPONSIBILITIES OF OFFICE BEARERS:

President: The president shall preside over Executive Committee meeting to be held from time to time and shall generally supervise the functions of Alumni Association as suggested/advised by the Patrons. Implementation of SOP for Alumni Association (Annexure - I) shall be ensured by the President.

Vice- President: The Vice – President shall assist the president in his official duties and also discharge the duties and responsibilities of the President, in his absence.

Secretary: 1. The secretary shall maintain minutes of the meetings. 2. The secretary shall inform all the Alumni Association members about different activities as and when planned and approved by TTWRDCW SURYAPET management.

Joint Secretary: The Joint Secretary shall assist the Secretary in all matters and carry out the functions in his / her absence.

Treasurer: The Treasurer shall maintain the Account of Alumni Association and submit the Statement of Account at the end of Financial Year.

7. MEETINGS OF SATTWA ALUMNI ASSOCIATION:

At least two meetings shall be conducted in a year.

A. EXECUTIVE COMMITTEE

The Executive Committee of the Alumni Association shall meet from time to time as advised by the Patrons on clear notice of 15 days for any purpose as suggested/proposed by the Patrons. The Patrons shall have powers to convene an emergent meeting of the committee on giving at least three days of prior notice. The quorum for the meeting of the Managing committee shall be four (4) and its decision shall be by a majority vote. In case there is no sufficient quorum, the meeting shall be adjourned for half an hour and thereafter no quorum is required and the meeting shall be transacted with the members present.

B. ALUMNI MEET

Alumni meet of the members shall be conducted at least once in a year as suggested by the Principal at TTWRDCW SURYAPET on a clear notice of 30 days. Prior approval for such Alumni meets will be taken by the Executive Committee from the TTWRDCW SURYAPET.

Incharge:

D. Sahithi *SS*



S. Suneel

PRINCIPAL

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