



MLV Government College
Bhilwara (Rajasthan)



5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

F130

पूर्व छात्र परिषद

दि. 3.10.2019

आवश्यक सूचना

इस महाविद्यालय के सभी पूर्व छात्रों की परिषद की एक आवश्यक बैठक दि. 4.10.2019 को प्रातः 11:15 पर कमरा नं. 56 में आयोजित है। इस महाविद्यालय में कार्यरत (भूतपूर्व छात्र) अधिकारी, संकाय सदस्य एवं कर्मचारी जनों से आग्रह है कि इस बैठक में पधारे। महाविद्यालय की पूर्व छात्र परिषद के कार्यों व आगामी कार्यक्रमों के संबंध में इस बैठक में विचार विमर्श कर आगामी योजनाओं को कार्यालय दिया जाता है।

सभी पूर्व छात्र सादर आमंत्रित हैं।

[Signature]
3.10.19
प्राचार्य

मोक्षनाथ
(मोक्षचंद्र शर्मा)
समन्वयक
पूर्व छात्र परिषद
मा. सा. वर्मा राजकीय महाविद्यालय
भीलवाड़ा

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प्राचार्य
मा. सा. वर्मा राजकीय महाविद्यालय
भीलवाड़ा

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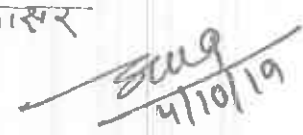
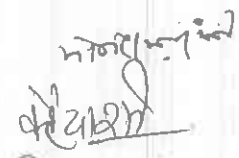


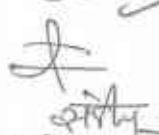
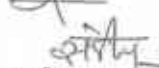



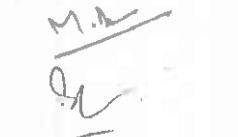
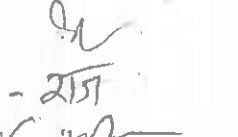
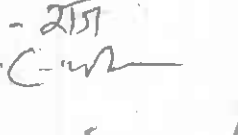

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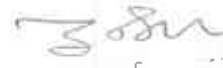
पूर्व छात्र परिषद

साधारण बैठक

आज दि. 14 अक्टूबर 2019 को महाविद्यालय में पूर्व छात्र परिषद की साधारण बैठक आयुक्तालय से पधारे महाविद्यालय के O.I.C. श्री अनिल यादव की अध्यक्षता में आयोजित की गई। इसमें सख्त उपस्थित किए गए।

बैठक में नई कार्यकाली के चयन व महाविद्यालय में पूर्व छात्र परिषद के सदस्यों द्वारा गतिविधियों तथा - प्रेक्षा की दृष्टियों को पुरस्कृत करना, महाविद्यालय विकास की योजनाओं में सहभाग, महाविद्यालय के विकास में आर्थिक सहयोग व सामान्य विषयों पर चर्चा हुई। उक्त कार्यों के लिए शीघ्र ही आज्ञायुक्त आस सभा की बैठक आयोजित करने के प्रस्ताव का अनुमोदन किया गया। साथ ही पूर्व छात्र परिषद को महाविद्यालय व छात्र हित में सक्रिय करने पर बल दिया गया।

- | नाम | हस्ताक्षर |
|--|--|
| 1. डॉ. श्री अनिल यादव, O.I.C. आयुक्तालय, |  |
| 2. डॉ. इन्दुबाला बापना, प्राचार्य. | |
| 3. " अजयशंकर शर्मा - समन्वयक |  |
| 4. श्री के.एन. शर्मा ABST | |
| 5. डॉ. हंसोषभाबाय |  |
| 6. डॉ. हेमन्तनाथ व्यास |  |
| 7. श्री अजायद पुष्पेन्द्र शर्मा |  |
| 8. श्री संदीप खोर्दवाल |  |
| 9. डॉ. के. ए. पंचोली |  |
| 10. सुश्री निमित्त - चौधरी |  |
| 11. डॉ. वी. एम. सेमानी |  |
| 12. श्री प्रदीप दोषी |  |
| 13. श्री श्रीगोपाल अग्रवाल |  |
| 14. डॉ. आर. के. खण्डेलवाल - शर्मा |  |
| 14. श्री एन. सी. तिवारी - C-1 |  |


 प्राचार्य
 मा. ला. वर्मा राजकीय महाविद्यालय
 मालवा



M.L.V. Government College, Bhilwara



5.4.2 Alumni contribution during the year (INR in Lakhs)

The Registration of Alumni Association of the Institution is under Process. Constitution has been finalized.

Institute and Alumni Association are going to finalize various development and Infrastructure projects as soon as registration process is completed. Few of the projects formulated are:-

1. Water hut with water cooler and RO system
2. Smart Class Rooms
3. Public Address System
4. Alumni Park
5. Merit Scholarships

Coordinator IQAC

Principal



“MAANAK”

MANIKYA LAL VERMA GOVERNMENT COLLEGE,

BHILWARA

ALUMNI ASSOCIATION

OF NEW AGE KNOWLEDGEABLES



**MLVGC BHILWARA, ALUMNI
MAANAK**

CONSTITUTION

Memorandum

Name: “MANIKYA LAL VERMA GOVERNMENT COLLEGE, BHILWARA ALUMNI ASSOCIATION” hereinafter referred to as “MANIKYA LAL VERMA GOVERNMENT COLLEGE, BHILWARA ALUMNI ASSOCIATION OF NEW AGE KNOWLEDGEABLES” (MAANAK). Association’s authentic emblem shall be as follows:



The Registered office: The registered office of the Association shall be located at the Manikya Lal Verma Government College, Near Kashipuri, Bhilwara-311001 (Raj.)

Jurisdiction: The Association shall have jurisdiction in Bhilwara (Rajasthan) only.

The Aims and Objectives:

- (a) To promote and foster mutually beneficial interaction among the Alumni, *Alma Mater* and Society.
- (b) To encourage the Alumni to take abiding interest in the progress and development of the *Alma Mater*.
- (c) To generate a corpus fund for creating better residential/educational/recreational facilities for the Institute.
- (d) To offer expertise, efforts and/or financial resources to support Institute, and thereby contribute to the well-being of society.
- (e) To render assistance to students of the institute through grants, scholarships, and prizes, as well as to provide assistance in academics, placements or any other area as appropriate.
- (f) To promote research activities, and different innovative programmes.
- (g) To exchange professional and academic knowledge in the fields of science, commerce, and humanities by means of conferences, seminars, workshops, and training courses.
- (h) To undertake all such lawful activities as are conducive to the attainment of the above objectives.

Rules and Regulations

1. Definition

1.1 "MAANAK" is an *acronym* where-

M stands for *Manikya Lal Verma Government College, Bhilwara*

A stands for *Alumni*

A stands for *Association* of

N stands for *New*

A stands for *Age*

K stands for *Knowledgeables*

1.2 The Institute means **Manikya Lal Verma Government College, Bhilwara (Rajasthan)**.

1.3 The "**General Body**" means the General Body of the Association

1.4 The "**Executive Committee**" means the Executive Committee of the Association

1.5 **Alumnus** means a former student who has obtained a degree/diploma through regular mode from the Manikya Lal Verma Government College, Bhilwara (Rajasthan)

1.6 A "**General Life Member**" means any student who successfully obtains any degree/diploma from Manikya Lal Verma Government College, Bhilwara (Rajasthan) and fills the prescribed form willing to become member of the Association and subject to the approval of Executive Committee

1.7 An "**Active Life Member**" is a General Life Member, who pays **the appropriate membership fees** for it which is subject to the approval of Executive Committee of the Association

1.8 A "**Staff Member**" is a person who is working presently or has served the Institute in past, and pays the appropriate membership fees and willing to join the Association

1.9 An "**Honorary Member**" means any distinguished person other than an Alumnus, who has been selected/nominated by the Executive Committee subject to approval of General Body of the Association.

1.10 "**Co-opted Member**" means any person other than alumnus, who has been selected/nominated by the Executive Committee for special purposes and part of Executive Committee subject to approval of General Body of the association.

1.11 **The Financial Year:** The financial year of the Association shall be reckoned from 1st April to 31st March of the following year.

2. Patrons

2.1 Among senior members, one who is an outstanding Academician; Scientist; Industrialist, or Social worker shall be appointed Patron of the Alumni Association by the Executive Committee. Such an Appointment shall be approved by General body and made for a period of two years.

2.2 The Association may have **Co- Patrons** as approved by the Executive Committee, provided that a **Co-Patron** shall be an out-standing Academician; Scientist; Industrialist, or a Social worker. Such an Appointment shall be approved by General body and made for a period of two years.

3. Membership, Termination, Member's Obligations and Rights

3.1 Membership

3.1.1 General Life Membership- Any student who has successfully obtained any degree/diploma from Manikya Lal Verma Government College, Bhilwara (Rajasthan) becomes a General Life Member of the Association from the date of issue of Result Notification of the said degree/diploma and by *filling the Prescribed Membership Form*, subject to the approval of Executive Committee.

3.1.2 Active Life Membership- Any student who has successfully obtained any degree/diploma from Manikya Lal Verma Government College, Bhilwara (Rajasthan) becomes an Active Life member of the Association from the date of issue of the Result Notification granting the said degree/diploma and on *payment of the appropriate membership fees*, as described in Clause 3.1.5, subject to the approval of Executive Committee of the association.

3.1.3 Staff Membership - Any existing staff member (teaching as well non-teaching) or former staff member of the Institute who does not fulfill the above condition as in **3.1.1 and 3.1.2** but who, may be admitted as a member of Association *on payment of the appropriate membership fees* as described in Clause **3.1.5** on the recommendation of the Executive Committee.

3.1.4 Honorary Membership - Any person, connected with the Institute or the Association, who is likely to promote the interests of the Association (shall be an out-standing Academician; Scientist; Industrialist or a Social worker) who is not covered above as in **3.1.1, 3.1.2 and 3.1.3** may be selected/nominated and admitted as an Honorary Member of the Association on the

recommendation of Executive Committee and subject to the approval of the General Body for the period of two years.

3.1.5 At present the *Active Life Membership/Staff Membership fees* is **Rs. 2100/-** and subject to endured time to time as described in Clause **3.1.6**.

3.1.6 The *membership fees* in respect of all the members defined in Clause 3.1.2, and 3.1.3 and mode of payment would be decided by mutual discussions between the Institute (as suggested by IQAC) and the Association from time to time.

3.2 Termination of Membership

The Executive Committee may cease any Individual's status as a member under any of the following circumstances:-

3.2.1 Death, Mental Disability, or Criminal Conviction: If he/she dies, resigns, becomes of unsound mind, or is convicted of a criminal offence involving moral turpitude.

3.2.2 Expulsion Due to Misconduct Per Rules: The Executive Committee shall have power to expel a member for willful disregard to the Association's rules or misconduct on the part of the member, provided that the member concerned will be given an opportunity for explaining his/her conduct.

3.2.3 Appeal of Expulsion: Any member thus expelled can appeal to the Executive Committee for reconsideration of expulsion with justification.

3.2.4 Resignation: A resignation from membership shall be tendered to the *Chairperson* and it shall not take effect until it has been accepted on behalf of the Association by the Executive Committee.

3.3 Members' Rights, Benefits and Obligations

3.3.1 Member Rights: All Active Life Members and Staff Members are eligible to use the services of the Association's office, receive publications and newsletters of the Association, exercise their vote in General Body Meetings, register on the Association website, attend alumni meetings and events, receive annual reports, and participate in the Association's activities.

3.3.2 Membership Benefits: All Active Life Members and Staff Members can avail the services and initiatives offered from time to time by the Institute

and Association to alumni, which may include use of facilities at the Institute. For availing the benefits, the member must have the Alumnus ID card issued by the Association with him/her, given at the time of registration or delivered through post.

3.3.3 **Member Obligations:** All Members are expected to conduct themselves in line with the rules and regulations of the Association while representing Manikya Lal Verma Government College, Bhilwara Alumni Association and participating in the Association activities.

4 Organization of the Association

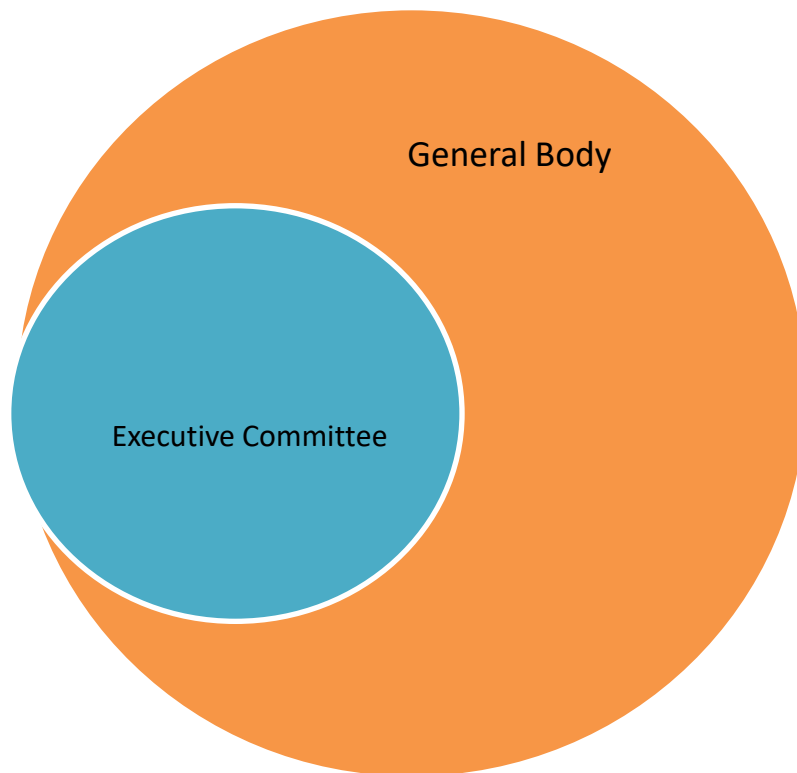


Figure 1. Organization of the Association

4.3 **General Body** - There shall be a General Body of the Association consisting of all Active Life Members and Staff Members.

4.4 **Executive Committee**- There shall be an Executive Committee to manage the affairs of the Association.

5 General Body

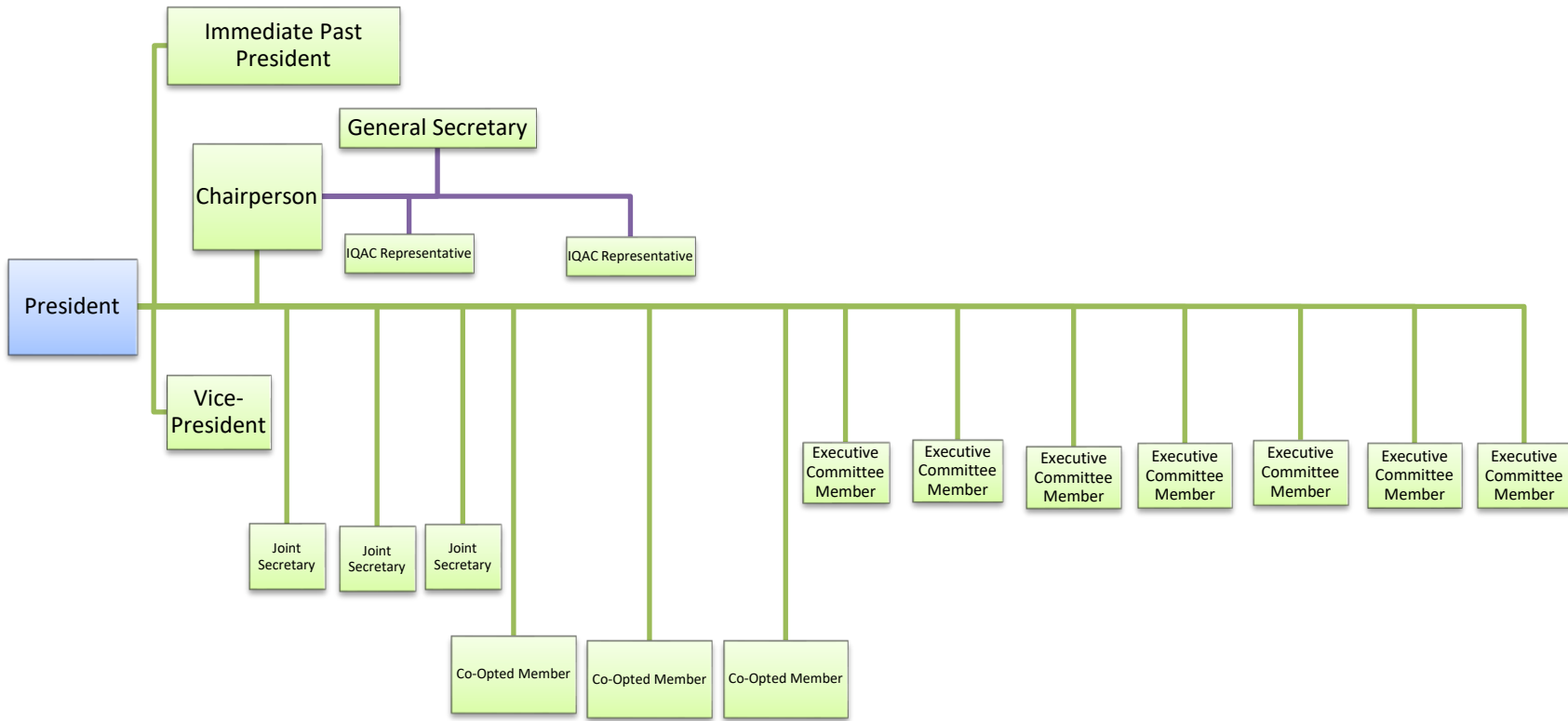
- 5.1 The General Body of the Association shall hold an Annual General Body Meeting (AGM) at least once a year and not more than two years shall elapse between two successive Annual General Meetings.
- 5.2 A notice of at least 15 days shall be given to the Active Life Members and Staff Members before convening a General Body Meeting.
- 5.3 The General Secretary shall upon being requested in writing by the Executive Committee or by at least 15 members of the Association, call an Extraordinary General Meeting (EGM) for which at least 15 days' notice along with agenda shall be circulated to all the Active Life Members and Staff Members.
- 5.4 At least Thirty One (31) members present in person shall form a quorum for a General Body meet. If the meeting is adjourned after 15 minutes for fulfillment of the quorum, the meeting may be resumed after 30 minutes of adjournment to transact the same business and the members present shall form the quorum.
- 5.5 Duties of the General Body shall be as follows:-
- 5.5.1 To set guidelines for the Executive Committee so as to achieve the aims and objectives of the Association.
 - 5.5.2 To consider and adopt the Annual Report and Audited Accounts of the Association.
 - 5.5.3 To appoint legal advisors, if any.
 - 5.5.4 To honour the distinguished Alumni.
 - 5.5.5 To elect office bearers and members of the Executive Committee.
 - 5.5.6 To take up any issue with the permission of the Chairperson.
- 5.6 All the resolutions put to vote at the General Body shall be decided by a majority vote (unless otherwise provided) by show of hands. In case of equality of vote, the Chairperson shall have the casting vote.
- 5.7 Returning officer for the elections will be appointed by the Executive Committee who will conduct the election process. The guidelines for conducting the election will be decided by the Executive Committee.

6 Executive Committee

6.1 The Executive Committee shall consist of:-

Chairperson	1
President	1
Vice President	1
General secretary	1
Treasurer	1
Joint Secretary	3
Executive Committee Member	7
Immediate Past President (ex-officio)	1
Co-opted Members	3
IQAC representative	2

Figure 2. Organizational Structure (Executive Committee) of “Manikya Lal Verma Government College, Bhilwara Alumni Association of New Age Knowledgeables” (MAANAK)



6.2 Election of the Executive Committee:-

- 6.2.1** All office bearers and members of the Executive Committee except the Founding Members/IQAC representatives shall be elected/nominated from amongst the **Active Life Members**.
- 6.2.2** The Principal of Manikya Lal Verma Government College, Bhilwara shall be Ex-Officio **Chairperson** of Manikya Lal Verma Government College, Bhilwara Alumni Association.
- 6.2.3** **The President** shall be elected by the **General Body** from amongst the eminent Alumni (should not be a Regular/Ex-staff member of the MLV Government College, Bhilwara) who has completed minimum age of 50 years on the day of filling of nomination.
- 6.2.4** **The Vice President** shall be nominated by the President with mutual consent of the Chairperson. The Vice President shall be an alumnus/ alumna of at least Ten years standing.
- 6.2.5** **The General Secretary** shall normally be the Coordinator of IQAC or any senior member of IQAC of the Institute (College) nominated by the Chairperson. Former Coordinator of IQAC of the College may be nominated as General Secretary by the Chairperson in consultation with the President.
- 6.2.6** **The Treasurer** shall be nominated by President with mutual consent of the Chairperson. The Treasurer shall be an alumnus/ alumna of at least Ten years standing.
- 6.2.7** **The Joint Secretary (ies)** shall be nominated by the President with mutual consent of the Chairperson. The Joint Secretary shall be an alumnus/ alumna of at Six years standing.
- 6.2.8** **The Executive Committee Members (s)** shall be nominated by the President with mutual consent of the Chairperson. The The Executive Committee Members shall be alumnus/ alumna of at Five years standing.
- 6.2.9** **Co-opted Members** will be nominated by the President with mutual consent of the Chairperson and consultation with the Executive Committee.
- 6.2.10** **Two senior members of the IQAC** of the College shall be nominated as IQAC representatives by the Chairperson.
- 6.2.11** In the eventuality of any seat left vacant, the Executive Committee will have the power to fill the vacancies.
- 6.2.12** The procedure for election of the office bearers of the Association shall be regulated according to the By-laws of the Association.

6.2.13 No elected/ nominated office bearer shall hold office for more than two consecutive years on a same post except under exceptional circumstances approved by the Executive Committee.

6.2.14 Returning Officer for the elections will be appointed by the Executive Committee who will conduct the election process. Returning Officer can be a member of General Body or Institute Faculty or any relevant person as approved by the Executive Committee in majority.

6.3 The Executive Committee will meet ordinarily every quarter, but the General Secretary with the permission of President, can call an emergency meeting at any time.

6.4 A notice of 15 days shall ordinarily be given to members for convening an emergency meeting.

6.5 The quorum for the Executive Committee meeting shall be five. In case, there is no quorum, it shall be adjourned and reconvened after 15 minutes, the number of members present will form the quorum.

6.6 The Executive Committee shall have all the powers with regard to management and promotion of objectives of the Association according to directives, if any, of the General Body.

6.7 The Executive Committee shall approve the budget for the following year.

6.8 The Executive Committee shall frame By-laws in accordance with Rules and Regulations, which shall be ratified by the General Body later on.

6.9 All office bearers shall normally hold office for two years.

6.10 The Executive Committee shall manage the affairs of the Association by majority vote in the Committee Meeting provided that in case of tie, the Chairperson shall have the casting vote.

7 Responsibilities and duties of the office bearers

7.1 **Chairperson:** The Chairperson shall promote the objectives and look after the management of the Association. He/She shall preside over the Executive Committee and General Body Meetings. He/She shall have emergency powers to make any decision in the interest of the Association.

7.2 **President:** The President shall have all the powers for the management and promotion of the objectives of the Association. President and Chairperson with mutual consent shall conduct and manage the Executive Committee and General Body Meetings with routine affairs of the Association.

7.3 **Vice President:** The Vice President shall act as the President, in the absence of the President. He/She shall render advice to the Executive Committee with regard to promotion of the objectives of the Association.

7.4 **General Secretary**

7.4.1 The General Secretary shall be responsible for the maintenance of the records of the Association.

7.4.2 The General Secretary shall attend all the activities as approved by the Executive Committee.

7.4.3 The General Secretary shall be responsible for carrying out all correspondence, preparation and distribution of all publications and souvenirs of the Association.

7.4.4 He/She shall be responsible for organization of meetings and deciding venue and suitability of date to ensure maximum participation.

7.4.5 After holding Annual General Body Meeting, the General Secretary shall file the following information with the Registrar of societies:

- i. List of names, addresses and occupation of the members of the Executive Committee.
- ii. An Annual Report of the previous year.
- iii. Certified copies of the Balance Sheet and the Auditor's Report.

7.5 **Treasurer**

The treasurer shall keep the books of accounts of the Association. He/she shall collect all dues and claims on behalf of the Association and assist the Chairperson, President and General Secretary in ensuring that budgetary grants are correctly utilized. In addition, he/she shall liaise with the Bankers and the Auditors' of the Association.

7.6 **Joint Secretary**

Joint secretary shall assist General Secretary in ensuring smooth conduction of all the activities listed in 7.4. In the absence of General Secretary, **senior most (Age wise)** Joint Secretary shall be responsible for all the listed activities.

7.7 Executive Committee Members

Executive Committee Members shall be responsible for sending notifications and updates to all the member of Executive Committee and General Body. *However, Chairperson is empowered to assign any responsibility to any of the office bearer/Executive Committee Member to fulfill objectives of the Association.*

8 Amendments

Any provision of this constitution can be amended by a two-thirds majority of those alumni members present and voting in General Body Meeting. The quorum for such a Meeting will be 21 members. The proposal to amend the Constitution shall be at the instance of the signed requisition by at least 15 members.

Notice of the proposed amendments shall be furnished to the General Secretary at least 30 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 proposed 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 (GBM). Upon the receipt of a requisition for amendment the General Secretary shall issue notice to each and every member of the Association for the meeting, at least 15 days before the scheduled date. Mandate for amendments can be sought by circulation or e-mode also in the eventuality of non-availability of sufficient members in GBM. By laws will be framed by the Executive Committee and can be amended by the Executive Committee.

9 Finances and Accounts

9.1 The Association shall raise funds for pursuing the objectives of the Association through:

- a) **Membership Fees** - The rate of subscription shall be governed by the By-laws of the Association which can be amended from time to time.
- b) **Money donated by the members.**
- c) Any other source approved by the Executive Committee.

9.2 The accounts of the Association shall be maintained in any scheduled Bank at Bhilwara into which all subscriptions, donations and other income shall be credited.

9.3 For non-budgeted items, the financial powers of the General Secretary shall be limited to Rs.15,000/- subject to the approval of Executive Committee.

9.4 Any two amongst the Chairperson, President, General Secretary and Treasurer shall operate the funds of the Association subject to the approval of the Executive Committee.

9.5 Financial year of the Association shall be from April 1st to March 31st of the following year.

The funds of the association may be invested in reputed mutual funds and other financial instruments currently in vogue, Government Securities, Bonds and Debentures of reputed Public Sector Companies, Schemes of Unit Trust of India and Public Sector Banks.

The services of a reputed investment advisor may be engaged for this purpose on suitable terms.

Withdrawals from the invested funds shall be made only with the approval of the Executive Committee to be ratified by the General Body later on.

10 Audit of Accounts

The accounts of the Association shall be audited once a year by a Chartered Accountant or an equivalent Institute representative, to be appointed by the Executive Committee.

11 Suit and proceedings by and against the Association

The Association may sue or be sued in the name of *General Secretary*.

11.1 No suits or Proceedings shall fail by reason of any vacancy or change in the holder of office of the General Secretary.

11.2 Every decree or order against the Association in any suit or proceeding shall be executable against the property of the Association and not against the persons or the property of the Chairperson, President, General Secretary or any office bearer.

11.3 Nothing herein shall exempt the Chairperson, President, General Secretary or other office bearers of the Association from any criminal liability under the act or entitle him/her to claim any contribution from the property of the Association in respect of any claims paid by him on conviction by the criminal court.

11.4 No member of the Association may be sued or prosecuted by the Association except for any injury or loss damage, detention or destruction of any property of the Association.

12 Records of the Association

- 12.1 The following records shall be maintained by the Association:
- 12.1.1 Electronic Database of all the members along with their contact details.
 - 12.1.2 Minutes of the “Executive Committee” Meetings.
 - 12.1.3 Minutes of the “General Body” Meetings.
 - 12.1.4 Stock Register of non-consumable and consumable items.
 - 12.1.5 Audited statements of Accounts with Cash Book and Ledger.
 - 12.1.6 Receipts and vouchers.
 - 12.1.7 All publications, reports and souvenirs of the Association.
 - 12.1.8 All documents as required by law under The Rajasthan Societies Registration Act 1958.**
 - 12.1.9 Any other relevant record.
- 12.2 These records shall include details of all sums of money received and the sources thereof, and all the sums of money spent and the purpose.
- 12.3 Every member of the General Body shall have the right of inspection of records of the Association during the office hours.
- 12.4 The weeding out of the archival records will be done in accordance with the rules of the Institute.

13 Winding up of Association

The winding up of the Association shall be carried out as per **The Rajasthan Societies Registration Act 1958**.

By-Laws

13.1 Procedure of Election

- 13.1.1 Vice President, Joint Secretaries, Treasurer and Members of the Executive Committee shall be nominated by President with the mutual consent of the Chairperson. General Secretary shall be nominated by Chairperson.
- 13.1.2 A notice of the General Body Meeting may be served to any member either personally or by sending it through ordinary post, or through newspaper advertisement or through electronic mode.
- 13.1.3 It shall be the duty of a member to keep the Association informed about his/her current address so that proceedings of the Association activities and meeting notice could be sent to him/her.

13.1.4 Term: The term of Executive Committee shall be about two years. The Outgoing Executive Committee shall hand over charge to the incoming Executive Committee within 15 days of the declaration of the Election results.

13.2 Affairs

13.2.1 The affairs of the association shall be managed by the Executive Committee.

13.2.2 The quorum for an Executive Committee meeting shall be five voting members.

13.2.3 Any three members of the Executive Committee can propose a meeting of the committee by sending written request to the General Secretary.

13.2.4 The Executive Committee may **Co-opt** up to three members for any specific purpose. **Co-opted** members shall be invited to the meetings of the 'Executive Committee' but shall have no voting rights.

13.2.5 The 'Executive Committee' shall have the power to incur expenditure necessary to achieve the aims and objectives of the Association.

13.2.6 In the event of a member of the Executive Committee resigning or not being available for the rest of the term, the other members of the Executive Committee shall appoint any suitable active life member as an office bearer. The member so appointed shall hold office with full duties and privileges.

13.2.7 The time of the Annual General Body Meeting shall be announced to its member's about one month in advance.