

ALUMNI ASSOCIATION

Guru Nanak Dev University, Amritsar

CONSTITUTION

1. Objectives:-

- 1.1 To connect alumni, current students, staff associated with GND University, Amritsar.
- 1.2 To encourage and support a spirit of community amongst members.
- 1.3 To promote opportunities for the members to retain association with each other and the university.
- 1.4 To maintain, develop and foster loyalty towards the university amongst the members and potential members.
- 1.5 To strengthen and support the effectiveness, membership and activities of the recognised alumni groups and promote activities amongst them.
- 1.6 To offer advice and assistance in appropriate circumstances to the members and the university.
- 1.7 To assist GNDU to be visible at world map.

2. Name of Association

- 2.1 The name of the Association shall be '**Alumni Association, Guru Nanak Dev University, Amritsar**'.
- 2.2 The Association shall be independent and non-profit organization.

3. Chapters – The chapters will function independently and the role of Dean, Alumni Association would be to support and facilitate the chapter activities.

- 3.1 The Association shall work mainly through its chapters.
- 3.2 The Association shall have its chapters in all Departments at Amritsar, Gurdaspur and Jalandhar campuses.
- 3.3 The Association shall also have its chapters in different cities in India and abroad.
- 3.4 Minimum required members for each chapter will be 25. The current final year students can also be members of Alumni Association. All the members shall form the General Body of the Chapter.
- 3.5 All the old students shall be offered membership free of cost. They will have to fill up a registration form, available on the Internet at www.gndu.ac.in
- 3.6 Alumni fee shall be collected only from current students as per university rules.
- 3.7 The various chapters of the Alumni Association shall work independently of each other.

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4. Executive & Office Bearers at the Department Chapters

Each chapter will have an executive with following office bearers and members :

4.1	Patron	-	Head of Department (Ex Officio)
4.2	President	-	A member alumni, appointed by Patron <i>i.e.</i> Head of Department with the consent of BOC. President shall form his team of Executive members. The term of President shall be three academic years.
4.3	Secretary	-	A current student of final year appointed by Head of Department in consultation with BOC.
4.4	Teacher Incharge	-	A teacher with an experience of minimum 5 years in department appointed by Head of Department in consultation with BOC.
4.5 (i)	Members	-	Alumni 3-5. The term of Alumni Members shall be two academic years.
(ii)		-	Current students 2-3.
4.6	Special Invitee	-	Dean, Alumni Association (Ex Officio)
4.7	The term of other members of Executive Body shall be one academic year <i>i.e.</i> from 1 st July to 30 th June.		

5. Role of Office Bearers

5.1	Patron	-	shall appoint President, Secretary and Teacher Incharge in consultation with BOC. - shall guide the executive to achieve the goals.
5.2	President	-	shall plan & execute the association activities with the help of his executive members.
5.3	Secretary	-	shall organize meetings and keep records of all activities. The record shall be kept in the offices of the departments.
5.4	Members	-	shall assist office bearers to achieve association's objectives.
5.5	Dean, Alumni Association	-	shall support and facilitate the chapter to execute its plans.

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6. Budget Allocation

- 6.1 Budget of Rs. 50 per member shall be allocated to every chapter every year.
- 6.2 The budget can be utilized in postage, hospitality, stationery etc.
- 6.3 The amount shall be paid on the basis of certificate of expenditure.
- 6.4 Teacher In-charge of the Department in conjunction with departmental committee shall be authorised to spend money.
- 6.5 The budget can be revised at the level of Dean Alumni.
- 6.6 Alumni fee collected from the students shall be kept in separate fixed deposits. Interest earned on them shall be deposited in Alumni Association's account.
- 6.7 This money shall not lapse at the end of financial year.
7. The Association shall frame set of rules, which may be amended from time to time.
8. All information regarding members shall be kept in the Department as well as in the office of Dean, Alumni Association.
9. Expenditure on refreshment shall be limited upto a maximum of Rs. 250/- per member.