

Name of the Institution

SDITS Alumni Association

Address of the Institution

S.D.I.T.S. Campus, Rehmapur, Khandwa Road, Khandwa- 450001, MP.

Institution's Area of Operation

The area of operation will be Madhya Pradesh

Objectives of Institution

The Institution will have following objectives:

- a. To promote brotherhood and co-operation amongst Ex-students of SDITS, Khandwa.
- b. To encourage enhancement of Academic activities of its members.
- c. To work for educational and social development of its members.

Membership

The Institute will have following categories of Members:

a. Patron member

The Director of SDITS, Khandwa will be the Patron member. He will not have voting rights.

b. Donor member

Any person who donates Rs. 5000 or more lumpsum or in 12 equal installments in a year can be considered for awarding Donor Membership, subject to his agreeing to follow the rules of the Institution and subject to his candidature being found to be eligible by the Membership Committee. Donor Members will not have voting rights.

c. Ordinary Member

Any person who donates a lumpsum one time an amount of Rs. 500 or more, can be considered for Ordinary Membership, subject to his agreeing to follow the rules of the Institution and subject to his candidature being found to be eligible by the Membership Committee. This membership will be Life Membership. Ordinary Members will have voting rights.

d. Student Member

Any person who donates a lumpsum one time an amount of Rs. 150 or more, can be considered for Student Membership, subject to his agreeing to follow the rules of the Institution and subject to his candidature being found to be eligible by the Membership Committee. The student member will automatically become Ordinary Member after passing out from college.

e. Honorary Member

The Membership Committee can award membership to any Prominent citizen for a duration fixed by the Committee, subject to his agreeing to follow the rules of the Institution and subject to his candidature being found to be eligible by the Membership Committee. Honorary Member will not have voting rights.

Procedure for obtaining Membership

Any person who desires to become Member of the Institute will have to submit an application on prescribed form. This application form will be considered by Membership Committee, who will have the power to accept or reject the application.

Eligibility for Membership for Ordinary Members to become a Member of the Institution, the applicant should fulfill the following criteria:

- a. Applicant should be not less than 18 years of age.
- b. Applicant should be citizen of India.
- c. Applicant should be a student or ex-student of SDITS
- d. Applicant should be ready to follow the rules of the Association.
- e. Applicant should be of good morale character.

Termination of Membership

Membership will be terminated on following grounds:

- a. On the death of the Member
- b. On the Member becoming mentally unsound.
- c. On the Member violating the rules of the Association.
- d. On the Member committing any serious misdeed punishable by law.
- e. On the Member submitting his resignation and acceptance of same by the Committee.

Membership Register

A Membership Register will be kept in the office of the Institution which will have the following information

- a. Member's name, address and occupation, date with signature.
- b. Date of becoming Member with serial no. of Money receipt/sl no. of application form.
- c. Date of Termination of Membership

General Body

The General Body will consist of all Members as mentioned in Clause-5 above.

The General Body meeting will be held as and when it is felt necessary to hold such a meeting However, the General Body Meeting will be held at least once in each Calendar Year. The first General Body Meeting will be called within 3 months of Registration. In this meeting the Members of the Executive Committee will be elected.

The Month, Date and Place of Meeting will be intimated to all Members at least 15 days in advance.

The Quorum of the General Body Meeting shall consist of 10 Members or 20% of the Members on roll on the date of the meeting, whichever is less. A meeting adjourned for want of quorum shall reconvene after 30 minutes, irrespective of number of members present.

The General Body will elect the Executive Committee. Voting will be by raising hands. If 20% of the members present so demand, the voting can be held by secret ballot.

Executive Committee Meeting.

The Executive Committee Meeting will be held once in a month and the Agenda along with date and place of meeting will be circulated at least 7 days in advance. The Quorum of Executive Committee meeting will consist of 2 members of Executive Committee. A meeting adjourned for want of quorum shall reconvene after 30 minutes, irrespective of number of members present.

Extra Ordinary General Body Meeting

An Extra Ordinary General Body Meeting can be called under the following circumstances:

- i. If the Executive Committee decides to discuss an important matter, it can call an Extra Ordinary General Body Meeting.
- ii. If the Honorary Secretary receives written request by at-least 20% members on roll or 50 members, whichever is less, then an Extra Ordinary General Body Meeting can be called. The Honorary Secretary shall arrange such committee within 21 days of receipt of request from the members. A minimum notice of 5 days shall be given to the members to attend Extra Ordinary General Body Meeting.

The Rights & Functions of General Body The General Body will have the following Rights and Functions:

- a. To discuss and approve Annual Report presented by Honorary Secretary.
- b. To approve the Accounts and Report of Auditors.
- c. To approve the Budget for the next year.
- d. To appoint Auditors for the next year and fix their remuneration.
- e. To make changes in the constitution of the Association.