

PRIYADARSHINI DENTAL COLLEGE ALUMNI ASSOCIATION BYE- LAWS

Priyadarshini Dental College and Hospital (PDCH) desires to stay connected with its former students, since it strongly believes, learning is a lifelong process and it never ends with the college. PDCH strives to educate its students even beyond its boundaries and helps in updating their knowledge and skill. Further it likes to utilise the professional experience gained by their alumni for the betterment of the students who are studying in the college presently. Since a successful alumnus is an asset to the institution, PDCH likes to transfer their academic resources, professional experience to the present students who would benefit more from the alumni for their future endeavours. With the above aim and objectives, Priyadarshini Dental College Alumni Association was established in the year 2012.

NAME

The name of the association shall be “Priyadarshini Dental College Alumni Association“(PDCAA).

AIM AND OBJECTIVES OF THE ASSOCIATION

The association will be a non-profit association solely created with the following aims and objectives:

1. To maintain close relationship with the alumni's of Priyadarshini Dental College and Hospital and College.
2. To conduct health care camps, donate medical aids, books to the community and to help poor and needy students in the nearby villages to the social upliftment and healthy life style.
3. To get their opinion in curriculum implementation
4. To conduct seminars, conferences, workshops for the alumni of the Priyadarshini Dental College and Hospital, which helps in updating their knowledge and skills
5. To conduct socio-cultural and family events and to recognize and honor the distinguished alumni who have excelled in their Professional, Academic and

Societal life.

6. To keep in touch with/or to share the newer happenings in Priyadarshini Dental College.
7. To institute medals and awards through contributions from willing individuals.
8. To augment the institution's academic infrastructure by raising/donating funds.

OFFICE OF THE ASSOCIATION

- a. Registered office of Priyadarshini Dental College Alumni Association (PDCAA) shall be located in Priyadarshini Dental College and Hospital.
- b. Working hour of the alumni association shall corresponds to the working hours of the Priyadarshini Dental College, where the operations of the association are carried out.

MEMBERSHIP

There are two categories of members, viz life member and Honorary member.

Lifemember:

An alumnus, who has completed the degree in Priyadarshini Dental College and Hospital, who have submitted the filled-in application along with the prescribed subscription fee paid, can become the member.

Honorary member:

The following persons can become honorary members or they may be inducted as honorary members by the Executive committee.

1. Head of all the Departments of Priyadarshini Dental College and Hospital.
2. Faculty members inducted by the Executive Committee for their distinguished service to the institution.

Their membership ceases when they are relieved from the college.

Honorary members are not obliged to pay any membership fee and they do not have voting rights.

MEMBERSHIP REGISTRATION AND FEE

Those who have completed their undergraduate/ postgraduate/ diploma course from Priyadarshini Dental College and Hospital are eligible to enroll themselves in the alumni association by filling up a registration form along with necessary documents and by paying the prescribed membership fee.

The membership fees are subject to revision from time to time with the approval of the General body.

MODE OF COMMUNICATION

All the communications to the Alumni association members shall be through e-mail, phone, and Alumni association social media page, except where the members make a request for alternate means of communication.

TERMINATION OF MEMBERSHIP

Status of a member of the Alumni Association of Priyadarshini Dental College and hospital may cease under any of the following circumstances:

If the person dies, becomes of unsound mind, or the member is working against the interests of the profession or against the association or indulges in behaviour, which mars the reputation of the institution, then the person's membership is deemed to be terminated which may later be ratified by the General Body.

EXPULSION DUE TO MISCONDUCT PER RULES

The General body shall have powers to expel a member for wilful disregard to the association's rules or misconduct of the member, providing the member concerned will be given an opportunity to explain his conduct.

APPEAL OF EXPULSION

Any member thus expelled on the ground of misconduct can appeal to the Executive Committee of the association for reconsideration of expulsion with justification. However the final decision rests with the general body for readmission.

RESIGNATION

A resignation from membership shall be tendered to the President and it shall not take effect until it has been accepted on behalf of the association by the Executive Committee.

GENERAL BODY

The **General body** consists of all the members registered in the membership registry and should meet at least once in a year. The General body shall be the supreme authority in all matters pertaining to Priyadarshini Dental College Alumni Association.

One tenth of the membership forms the quorum of the general body meeting. If the number does not meet the quorum, the meeting shall be adjourned and reassembled after 30 minutes.

MEMBER VOTING RIGHTS

Each member will have **one vote** in the **General body**.

The **Annual General Body Meeting (AGM)** of the association shall be held every year, at the college premises / wherever the annual alumni meet is conducted.

NOTICE FOR AGM

Atleast 30 days prior notice shall be given for conducting the AGM with detailing of the agendas to be discussed. During such meetings the previous year's financial reports and activities are to be circulated/ discussed and to be published on the website of the college. The resolutions/decisions not passed unanimously shall be left for voting. In case of a tie, the President shall be given power to cast one more vote.

APPROVAL OF ANNUAL REPORT AND ACCOUNTS

Annual report and the accounts of the association are to be submitted by the Treasurer and approved by the Secretary prior to the AGM or in the absence of Secretary, the President can approve the reports and accounts.

EXECUTIVE COMMITTEE (EC)

The management of the alumni association shall be vested on the executive committee comprising of members elected by the general body for a period of two years.

Executive committee should meet once in every six months to discuss things regarding the status of the association and general matters pertaining to the association.

All the posts are honorary post. Only travel allowance with regards to the activities of the Association alone be reimbursed after due approval by the EC.

Executive committee (EC) shall consists of the following

1. President -1
2. Vice president -1
3. General secretary-1
4. Joint secretary -1
5. Treasurer -1
6. Joint treasurer -1
7. EC members -5

The President or General Secretary can always be the senior alumni working in PDCH.

POWERS AND FUNCTIONS OF EC

1. The EC shall frame, revise and update rules and regulations periodically; however it should be ratified by the General body.
2. The agenda of the meeting shall be prepared by the General Secretary with the approval of the President.
3. All the decisions in EC shall be by majority of votes by the members except in case of disciplinary action against a member which in turn will be decided by two third of the members voting.
4. The EC shall have financial powers to carry out its activities subject to provision in the annual budget placed and discussed during the AGM.
5. To manage and look after the affairs of including the office of the association.
6. To approve annual budget before presenting in AGM.
7. To accept resignation of the member or any office bearer of the association.
8. To appoint committee or any sub – committee for the benefit of the association.
9. To take any other action in the interest of the fulfillment of the objectives of the association.

MEETINGS OF THE ASSOCIATION

The Priyadarshini Dental College Alumni Association Executive Committee shall meet atleast twice in a year by giving a month prior notice.

The agenda and notice of the meeting shall be issued by the secretary with the consent of the president or if the secretary couldn't present due to certain reasons then the issue will be given by the president himself.

The minutes of the meetings of the Priyadarshini Dental College Alumni Association shall be recorded and circulated to the General Body members through the accepted

mode of communication mentioned earlier by the Secretary or by joint secretary in his absence.

The PDCAA members presence during the association meetings include physical presence at the venue by members or over video conference call as approved by the board.

Extra ordinary General Body Meeting (EOGM) can be called for whenever deemed necessary and can be held by Secretary with approval from the President and same to be communicated to the members of the board through phone or by mail, with 15 days prior notice.

MANAGEMENT OF FUNDS

Priyadarshini Dental College Alumni Association funds shall be maintained in a separate account created under its name in a Nationalized Bank .

The account shall be maintained jointly by the Treasurer and the President.

All the income and expenditure of the PDCAA shall be maintained, audited periodically and discussed at the AGM meeting and budget for the next financial year shall be made.

AGM shall approve the presented audited income expenditure statement.

NEW RULES AND AMENDMENT OF RULES

New rules, amendments or any alteration in the old rules cannot be made until or unless approved by the two third of the members voting present in the annual / extra ordinary general body meeting specially called to discuss such changes .