

ALUMNI ASSOCIATION - RULES AND REGULATIONS
INDRAPRASTHA INSTITUTE OF INFORMATION TECHNOLOGY DELHI

Definition	<ul style="list-style-type: none"> • The “Association” means the Alumni Association of Indraprastha Institute of Information Technology Delhi (IIIT-Delhi). • The “General Body” means the General Body of the Association. • The “Governing Body” means the Executive Committee of the Association. • “Alumnus” means an ex-student of the Institute, who has obtained a degree from IIIT-Delhi. • An “Honorary Member” means any person other than an Alumnus, who has been elected by the General Body of the Association. All regular faculty members of IIIT-Delhi will deem to be “Honorary Member” of the Association till they hold a regular position at the Institute. • The “Financial Year” of the Association shall be reckoned every year from 1st April to 31st March of the following year.
Patrons	<ul style="list-style-type: none"> • The Association may have Patrons as approved by the Governing Body, provided that a patron shall be an outstanding professional. Such appointment shall be valid for a duration of three years. • The Director of IIIT-Delhi shall be an Ex-officio Chairman of the Alumni Association of IIIT-Delhi. • Dean/Associate Dean(Alumni Affairs) shall be Ex-officio Vice-Chairman of the Alumni Association of IIIT-Delhi.
Membership	<ul style="list-style-type: none"> • Any student who successfully obtains any degree from IIIT-Delhi automatically becomes a Life Member of the Association from the date of award of the Degree/Provisional Degree on payment of the appropriate membership fees as described elsewhere.¹ • The membership fee in respect of all the members would be decided by AGM every year. The mode of collection of the membership fees would be decided from time to time by AGM every year.
Honorary Member	<ul style="list-style-type: none"> • The General Body of the Association may elect any person connected with the Institute or the Association or otherwise, who is likely to promote the interests of the Association, as an Honorary Member for three years preferably or less. • All regular faculty members of IIIT-Delhi will deem to be “Honorary Member” of the Association till they hold a regular position at the Institute.
Membership Rights	<ul style="list-style-type: none"> • All members and Honorary Members are entitled to receive all announcements etc. connected with the activities of the Association, the Alumni Newsletter, Annual Magazine and also participate in all social functions and other activities of the Association. All members will also be beneficiaries of any schemes or assistance programmes administered by the Association. • Honorary members shall not be entitled to vote in the elections for the positions of the Governing Body, such positions are defined below in the subsequent section.

¹ The fees will be included as part of student fees which s/he deposits while joining the institute. As of now, the fee is suggested to be a one-time fee of Rs. 4000.

<p>Organization</p>	<ul style="list-style-type: none"> • The following shall be the authorities of the Association. <ul style="list-style-type: none"> i) The General Body ii) The Governing Body <p>The method of selection of the office bearers in the Governing Body and their roles are defined in subsequent paragraphs.</p>
<p>The General Body and the Governing Body- Structure, Role and responsibilities</p>	<ol style="list-style-type: none"> 1. The General Body shall consist of all the members of the Association including Honorary Member. Ex-officio position holders (the Director and Dean/Associate Dean (Alumni Affairs)) shall be supernumerary functionaries to the Governing Body as well as the General Body. 2. The Governing Body is an executive subset of the General body and shall comprise of a President, Vice President, Secretary, Treasurer, Joint Secretary, and five Executive Members. These shall be appointed through the general elections to be held annually at the Annual General Body (AGM) meeting. There shall be no limitations on any individual to contest for any position in an election the board at the Governing Body. Prior to elections, the exiting Governing Body or General Body will appoint a Returning Officer (among the members of the Association but not participating for any position in the upcoming election). The Returning Officer shall invite nominations for participation in the election for various office bearers' positions of the Governing body. 3. The Ex-officio position holders shall be default supernumerary functionaries at the Governing Body. In case the functioning of the Governing Body is not in the best interest of the Association, the Chairman and Vice-Chairman of the Association (Ex-officio functionaries) are empowered to seize the Governing Body to annul it and may appoint an Adhoc-Governing Body with intimation to the all General Body members including Honorary members of such actions and may convene a General Body to elect new Governing Body within 6 months or the time assigned for Annual General Body (AGM) meeting or whichever is earlier. 4. The Governing Body meetings shall be called and convened by the Secretary of the Body on the advice of the President with a 15 days prior notice to all members of the Governing Body preferably along with Agenda of the meeting, the Agenda for the meeting must be shared with Members at least seven days prior to meeting 5. The quorum for a Governing Body is six, in case the quorum is not complete, the President shall adjourn the meeting and reconvene it after 15 minutes, at which time, the members present will constitute the quorum and there will be no minimum requirement. 6. All the decisions taken by the Governing body in between two successive AGMs shall be reported in the very next AGM for ratification. 7. The General Body shall consider the President's report of the past year's activities, the President-elect's budget and plan of activities for the next year, approval of accounts, election of members of the Governing Body, appointment of Auditors, Legal Advisors and any other matters arising from time to time. 8. The General Body shall meet once a year in one fixed month unless the change is notified to the members well in advance. This meeting will be referred to as the Annual General Meeting (AGM), first AGM of the Association shall be presided over by the senior most member present and

	<p>subsequently by the President of the Governing Body. AGM shall statutorily consider the following:</p> <ol style="list-style-type: none"> i) Approval of previous year’s minutes of AGM. ii) Approval of previous year’s Accounts. iii) Election of the members of the Governing Body. iv) Election of the President. v) Appointment of Auditors. vi) Appointment of Legal Advisors. <p>9. The Secretary of the Governing Body shall, upon being requested in writing by the Governing Body or by at least 15 members of the Association, can call an extraordinary meeting of the General Body for which at least 2 weeks’ prior notice along with agenda shall be circulated to all the members.</p> <p>10. The quorum for the General Body meeting shall be 25 members present in person. In case the quorum is not complete, the President shall adjourn the meeting and reconvene it after 15 minutes, at which time, the members present will constitute the quorum and there will be no minimum requirement.</p> <p>11. All the resolutions put to vote at the General Body shall be decided by a majority vote (unless otherwise provided) on a show of hands. In case of equality of votes the `President of Governing Body as Presiding Officer` shall have the casting vote. The Ex-Officio functionaries shall not participate in the voting.</p> <p>12. In case the Governing Body is satisfied that a member/Honorary Member have been working against the interests of the Association, it may recommend the termination of the membership of the concerned member/Honorary Member to the General Body which shall have the powers to do so.</p> <p>13. The Governing Body shall have 10 elected members (excluding Ex-Officio functionaries), who shall be elected to office for a 2-year term.</p>
<p>The Governing Body, its Office Bearers, qualification and other authorities</p>	<p>The affairs of the Association including the funds shall be managed and administered by the Governing Body which shall consist of following members:</p> <ul style="list-style-type: none"> • All Office Bearers, as stated above, shall be elected/selected in the 1st meeting of the Governing Body <p>The Elected Office Bearers of the Governing Body shall be as follows:-</p> <ul style="list-style-type: none"> • President: shall be elected in the AGM. He/She shall be an alumnus of at least 4 years standing. • Vice President: shall be elected in the AGM. He/She shall be an alumnus of at least 4 years standing. • Secretary: shall be elected by majority vote of the members of the Governing Body. He/She shall be an alumnus of at least 4 years standing. • Treasurer: shall be elected by majority vote of members of the Governing Body. He/She shall be an alumnus of at least 2 years standing. • Joint Secretary: shall be elected by majority vote of members of the Governing Body. He/She shall be an alumnus of at least 2 years standing.

	<ul style="list-style-type: none"> • Executive Members (5 in nos): shall be elected by majority vote of members of the Governing Body. He/She shall be alumnus of at least 1 year standing. • Governing Body shall have the right to co-opt members and/or appoint sub-committees from amongst the members of the General Body from time to time for an execution of specific assignments as required. • Any casual vacancy amongst the members of the Governing Body arising from death, resignation, and removal or otherwise may be filled by co-option by the Governing Body and the member so co-opted shall hold office for the balance term of the member being replaced. Such co-opted member shall be treated at par and have all the rights as enjoyed by the elected members • The Governing Body shall have the power to appoint from amongst the members of the General Body or from amongst its own members, Editor and other staff for the printing and publication of Brochures, Newsletters, Annual Magazine of the Association. • The quorum for the meeting of the Governing Body shall be eight members personally present. • The Governing Body shall manage the affairs of the Association by majority vote in the Committee Meeting provided that in case of equality of votes, the President shall have the casting vote. • The Governing Body shall meet at least four times a year. The Secretary shall issue the notice and the agenda of the meeting at least a week before the date fixed for the meeting. However, in case of urgent business, the meeting may be called at shorter notice. • The Governing Body shall be Executive Authority of the Association. It shall be responsible for all the finances and funds of the Association and shall give effect to the plans and programmes of the Association and shall have the authority to carry them out. • The property, movable, and immovable, belonging to the Association, shall be vested with the Governing Body. • The Governing Body may terminate the membership of any of its members, in case he/she fails to attend two consecutive meetings of the said Committee without the grant of leave of absence. However, the President may grant leave of absence to any member.
<p>The Secretary, Governing body shall perform the following duties</p>	<ul style="list-style-type: none"> • To keep the Minutes of all meetings of the General Body and the Governing Body. • To carry out the directions of the General Body and the Governing Body. • To conduct correspondence on behalf of the Association. • To give notice of all meetings of the General Body and the Governing Body. • To exercise administrative control over the Central office of the Association. • To exercise all activities of the association throughout the year. • The Secretary shall seek the advice of the President in case a clarification of any kind is required. In the absence of the Secretary, the Jt. Secretary shall perform the functions of the Secretary. • The President shall preside over the meeting of the Governing Body. In absence of President, the Vice-President will perform the job. • If a vacancy arises in the office of the President/Secretary/Treasurer, the

	<p>Governing Body shall elect a new President/Secretary/Treasurer from amongst its own members who will hold office till the next General Body Meeting.</p> <ul style="list-style-type: none"> The Treasurer shall keep the books of accounts of the Association and report on these at each meeting of the Governing Body. He will collect all dues and claims on behalf of the Association and will also assist the President in ensuring that budgetary grants are correctly utilized. In addition, he will liaise with the bankers and the Auditors of the Association. He will be provided clerical assistance etc. by the Central office of the Association.
Finance	<ul style="list-style-type: none"> The Association may receive funds, donations, and financial assistance from any non-political source for the furtherance of its objective. The Governing Body shall determine the expenditure, which is necessary to carry on the affairs of the Association and is authorized to incur such expenditure. In this connection, within 15 days of the Annual General Body meeting, a meeting of the Governing Body will be held in which a proforma of major activities for the coming year will be discussed and finalized, including budgetary allocation. Once the budget has been approved, the responsibility for proper utilization of funds will be that of the President. All investments will be ratified by the General Body at its next meeting. All money received on behalf of the Association shall be placed in the name of the “IIIT-Delhi Alumni Association” in an account to be maintained in a bank to be approved by the Governing Body. Two signatories “President and Secretary or Treasurer” will sign all cheques. All Expenditure more than Rs.50,000/- should have the prior approval in the Governing Body meeting.
Amendments	<ul style="list-style-type: none"> Any provision/requirement of this constitution may be amended by a two-thirds majority of members present and voting in General Body Meeting. The quorum for such a meeting will be 40 members. The proposal to amend the Constitution shall be at the instance of the Governing Body or on the signed requisition by at least 30 alumni. Notice of the proposed amendments shall be furnished to the 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. Upon the receipt of a requisition for amendment the Secretary shall issue notice to every alumni member for such meeting at-least 20 days before the scheduled date.
Dissolution	<ul style="list-style-type: none"> Board of Governors of IIIT-Delhi reserves the right for dissolution of this constitution of the Alumni Association of IIIT-Delhi.