

DON BOSCO COLLEGE, KOHIMA

Alumni Policy

1. Introduction:

Don Bosco College Kohima, aims at strengthening the invincible bond between the Alumni and the Alma mater by establishing the Alumni Cell. The institution values its alumni as the storehouse of new ideas as they can lend practical career support to the students currently pursuing their studies at the college. The cell had its first meeting on 17th Jan 2019 and has been successfully working to meet its objectives since then.

2. Objectives:

- To bridge the gap between the alumni, faculty, staff and students through get together and series of guest lectures.
- To keep the alumni abreast with the new policies and developments taking place in the college.
- To gain assistance in career counselling.
- To help generate employment opportunities.
- To provide platform to alumni in contributing towards the betterment of the Alma mater.

3. Organization:

The organisation of the Alumni cell of Don Bosco College is as follows:

- ❖ The Alumni cell shall be headed by the Dean Alumni and shall have the power to appoint President and various alumni coordinators from amongst its own members that would be collaboratively called the General Body.
- ❖ The quorum for the meeting of the executive committee shall be 2/3 of the members personally present.
- ❖ The Alumni cell shall conduct a General body meeting at least twice a year. The Dean shall issue the notice and the agenda for the meeting a week before the date fixed for the meeting. However, in case of urgent matters the meeting can be called on a shorter notice.
- ❖ The Alumni cell shall be responsible for conducting the meetings and ensuring the involvement of Alumni for various activities of the alma mater.
- ❖ The property belonging to the cell, movable and immovable, shall be vested with the Alumni cell.
- ❖ The affairs of the Alumni cell are to be managed by the following members: a) Convener/ Dean, Alumni-Professor b) Faculty Coordinators from each department- Associate/ Assistant Professor.

3.1 Functions of Dean , Alumni Cell:

- 3.1.1 To keep the minutes of all meetings of the Alumni Cell.
- 3.1.2 To carry out the directions of the Alumni Cell.

- 3.1.3 To conduct correspondence on behalf of the cell.
- 3.1.4 To give notice of all the meetings of the General body and the Alumni Cell.
- 3.1.5 To exercise all activities of the cell throughout the academic year.
- 3.1.6 The Dean shall seek the advice of the President Alumni Cell in case a clarification of any kind is required.

3.2 Functions of the President, Alumni Cell

- 3.2.1 To keep the minutes of all meetings of the General body.
- 3.2.2 To carry out the directions of the General Body.
- 3.2.3 To conduct correspondence on behalf of the association.
- 3.2.4 To give notice for all meetings of the General Body.
- 3.2.5 To exercise all activities of the association throughout the year.

The quorum for the meeting of the Alumni Association shall be 2/3 of the members personally present. The Alumni Cell may terminate the membership of any of its members, in case he 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.

If a vacancy arises in the office of the President/Secretary/Treasurer, the Alumni Cell shall elect a new President/Secretary/Treasurer from amongst its own members who will hold office till the next General Body Meeting.

5. Finance

"Finance" includes the source of funds which the Cell may receive in terms of funds, donations, and financial assistance from any source for the furtherance of its objective. All funds received on behalf of the association shall be placed in the name of the "Alumni Association of Don Bosco College Kohima" in an account to be maintained in a bank.

6. Amendments

Any provision/requirement of this constitution may 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 more than two - third of the members. Notice of the proposed amendments shall be furnished to the President at-least 40 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.

7. Jurisdiction:

All disputes are subjected to the jurisdiction of Kohima.

GOVERNMENT OF NAGALAND
HOME DEPARTMENT
SOCIETIES REGISTRATION CELL

NO.HOME-SRC/8266/2023

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Kohima: Dated the 01st June, 2023

CERTIFICATE OF REGISTRATION

Certificate of Registration No. HOME/SRC-7720 dated 01-06-2023 in the office of the Registrar of Societies, Home Department Nagaland under Societies Registration Act, 1860 as amended vide Societies Registration (Nagaland Third Amendment) Act, 2008 (Act NO. 1 of 2009).

In the matter of application of the **President**, for the Society Registration at **Ziekezou, Kohima village** in the district of **Kohima**, I do hereby certify that pursuant to section 3 of the Societies Registration Act, 1860 as amended vide Societies Registration (Nagaland Third Amendment) Act, 2008 the centre has been registered in my office as a Society under the title "**DON BOSCO COLLEGE KOHIMA ALUMNI**" and numbered as **HOME/SRC-Seven Thousand Seven Hundred and Twenty** dated Kohima the **01-06-2023 (One June of the year two thousand and twenty three)**.

The registration of Societies/Union etc registered under Section 3 of the Societies Registration Act 1860 as amended vide Societies Registration (Nagaland Third Amendment) Act 2008, shall remain valid for a period of 2 (two) years from the date of issue and shall be renewed within 3 (three) months from the date of validity period. Accordingly, the renewal has to be done on or before **01-06-2025 (One June of the year two thousand and twenty five)**.

(NUSIETA RHAKHO), NSS

Addl. Secretary to the Government of Nagaland
& Ex-Officio Registrar of Societies, Nagaland.

NO.HOME-SRC/8266/2023

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Kohima: Dated the 01st June, 2023

Copy to:

1. The Deputy Commissioner, Kohima.
2. The Publisher, Nagaland Gazette Kohima for publication in the Gazette.
- ✓ 3. The President, "Don Bosco College Kohima Alumni", Kohima.
4. Office Copy.
5. Guard File.



9/01/06/2023

(NUSIETA RHAKHO), NSS

Addl. Secretary to the Government of Nagaland
& Ex-Officio Registrar of Societies, Nagaland.