



# SRI RAMACHANDRA UNIVERSITY



## SRI RAMACHANDRA ALUMNI ASSOCIATION

**President:**

Dr. Mohan Choudhary.B

**Vice President:**

Dr. Mythili.S

Dr.V.Pavithra

**Treasurer:**

Dr.V. Deepa Parvathi

**Secretary:**

Dr. Koushik Muthu Raja.M

**Joint Secretary:**

Dr.Aruna.S

**Executive Members:**

Dr. Sudagar Singh.R.B

Mr.R.C.Perumal

Dr.Karthigeyan.J

Mrs.K.N.Priya

Dr.N.Vanitha Rani

Mrs.Radhika.C.M

Mr.Abhinand.P.A

Mr.D.Jagadeswaran

Mrs. Kalaivani.P

Dr.Rajendiran

Mrs.Valarmathi.A

Ms.Mohana Sundari

Dr.Divya

Dr.Emilda Judith Ezhil Rajan

## Minutes of the Meeting – 17<sup>th</sup> November 2017

Name of the Meeting : Alumni Association					
Venue: College Board Room, Ground Floor, Medical College Building		Date: 17.11.2017		Time: 12.00 PM - 1.00 PM	
Name	* Status	Name	* Status	Name	* Status
Dr. Mohan Choudhary.B	A	Mrs.K.N.Priya	P	Mrs.Valarmathi A	P
Dr. S.Mythili	P	Dr.N.Vanitha Rani	A	Ms.Mohana Sundari	P
Dr. V.Deepa Parvathi	P	Mrs. Radhika.C.M	P	Dr.Divya D	A
Dr. Koushik Muthu Raja.M	P	Mr. Abhinand.P.A	P	Dr.Emilda Judith Ezhil rajan	P
Dr.Aruna.S	R	Mr. D.Jagadeswaran	P	Dr.Karthigeyan.J	P
Dr. Sudagar Singh.R.B	A	Mrs. Kalaivani.P	P	Dr. S. Rajendiran++	A
Mr. R.C Perumal	P	Dr.V.Pavithra	P		
* Status – P = Present R=Representative		* Status – A= Apologies		++ Special Invities	
	❖ Discussion with Auditor Mr.Ramalingam for our Alumni Association Registration				

<b>Agenda</b>	<ul style="list-style-type: none"> <li>❖ Personalized New year Greeting Card for inhouse alumni faculty &amp; PG's.</li> <li>❖ Additional executive representatives -Welcome</li> <li>❖ Bridges &amp; Grand Alumni Carnival Meet</li> <li>❖ Biomedical Science Alumni meet</li> <li>❖ Financial Submission details for Salem Unique cards</li> <li>❖ NIRF 2018 &amp; UGC inspection</li> </ul>
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#### **Discussion with Auditor Mr.Ramalingam for our Alumni Association Registration :**

A detailed discussion with Mr.Ramalingam was made. Outcomes of the discussion led to few decisions made by members of the committee along with secretary.

- The auditor clarified that the alumni unit cannot be classified as a trust as alumni cannot be included in the trust and trust is constituted only of trustees.
- Auditor also clarified that we could register a society towards charity causes under society registration act as a nonprofit organization and can be eligible for IT exemption as it is under "charitable" clause. It was unanimously decided to register SRAA under Society.
- The society after registration must file IT returns annually, conduct general body meeting and one AGB to be conducted annually. The member list has to be provided for registration. The board must have a minimum of 7 members including (President, Vice President(s), Secretary, treasurer and EC members). One Ex officio member from the University (Vice Chancellor) should also be a part of the committee.
- The auditor said he will prepare and frame the byelaws for SRAA towards society registration.
- After registration, TDS numbers (TAN), PAN have to be applied for.
- Auditor also clarified few financial related queries and said no cash transactions are permitted (towards bill payments) above Rs.10, 000/- However he insisted all transactions be made through online transfer or through cheques. Also more than one lakh per vendor should not be entertained and cheques can be issued for only Rs.30, 000/- or less on a given date for a bill. It is ideal to receive bills for less than or equal to Rs.30,000/-

#### **Personalized New year Greeting Card for In-house alumni & faculty :**

- The Association decided to send personalized New Year greetings for the in-house alumni faculties & postgraduates.

#### **Additional Representative Executive members -Welcome :**

- The committee had welcomed the newly appointed additional executive members from few representative departments due to the increase in the student load. The following new additional executive members were added:  
Dr.Divya D                      Department of Pathology –Medical College  
Ms.Mohana                      Department of Emergency & Trauma Care Technology - Allied Health Sciences  
Mrs.Valarmathi A              Department of Optometry – Allied Health Sciences  
Dr.Emilda Judith Ezhil Rajan – Department of Clinical Psychology –Allied health Sciences

#### **Bridges :**

- The bridges September issue was circulated among the committee members.

#### **Grand Alumni Carnival Meet :**

- Dr.Koushik & Dr.Pavithra had a meeting with the event manager regarding the Video creation for advertisements for the Grand Alumni Carnival meet in the social media sites. They had requested to send a budget for the same.

**Biomedical Science Alumni meet :**

- Biomedical Science Department had organized for an alumni meet on 14<sup>th</sup> November 2017. The department requested an amount of Rs.57,000/- .Based on the bills submitted and their eligibility, an amount of Rs.55, 235/- was issued from the central alumni fund towards the expenditure. The department of BMS has submitted the program report and budgetary expenses statement to the alumni office.
- Dr.V.Deepa Parvathi (Treasurer & Alumni Representative from Biomedical Sciences) had presented a PowerPoint on behalf of alumni association regarding the functions and activities of the association.

**Financial Submission details for Salem Unique cards:**

Payment for printing ID cards was finalized. Bill was received for an amount of Rs.87,900/- towards alumni ID card printing. Payment was made through online fund transfer. Details are as under:

1. Rs.29,306/- on 21.11.2017
2. Rs.29,306/- on 24.11.2017
3. Rs.29,306/- on 24.11.2017

**NIRF 2018 :**

- Internal Quality Assurance Cell had requested for Higher studies ,Placement & Entrepreneur details of all the alumni from various colleges for the last three graduating years from the alumni association for NIRF 2018
- Dean of Medical College Dr.Anandan Sir had deputed Dr.Divya D (Department of Pathology ) & Dr.Vaishnavi (Department of Ophthalmology) for collection of the above details.
- The details were collected from all the alumni representatives of the respective colleges it was collated in the format which was given by them and was submitted to the dean of medical college & to the Internal Quality Assurance Cell.

**UGC inspection :**

- UGC Mock inspection was held on 20<sup>th</sup> – 22<sup>nd</sup> November 2017.
- Inspectors had an interaction with the Alumni and they had requested for more external alumni participation rather than in-house.
- Dr. V.Deepa Parvathi (Treasurer) had presented a PowerPoint on behalf of our alumni association to the inspectors on 21<sup>st</sup> November 2017 at the IQAC board room. There were very few suggestions made by the Inspectors and were asked to rectify during the main visit.