

#### **5.4.1 BRIEF ON ALUMNI ASSOCIATION CONTRIBUTION TO INSTITUTION DURING LAST FIVE YEARS.**

Main objective of the association is to bridge the gap between the college and alumni. They have been responsible for keeping complete track of alumni with their required details, inform them about the current changes and achievements of the institute.

#### **DUTIES OF EXECUTIVE COMMITTEE**

1. To plan, execute, coordinate and monitor regular activities of the association.
2. To ensure continuous communication among members.
3. To prescribe detail guidelines for carrying out the planned activities.
4. To maintain the accounts of the association and ensure their audit from a certified agency.
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#### **DUTIES OF THE MEMBERS OF THE ALUMNI ASSOCIATION**

##### **PATRON-**


1. Shall advised the executive committee regarding the smooth and efficient functioning of association.
2. Shall decide about any unresolved disputes and decision of the patron. Shall be final and binding on the executive committee and general body of the association.

##### **PRESIDENT-**

1. Shall prescribed over all the meetings and may allocate suitable responsibilities to the members.
2. Shall be one of the signatories for any financial transaction.

##### **VICE PRESIDENT-**

1. Shall act as president in the absence of the president.
2. He shall Preside on committee meetings in the absence of president.

  
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### **SECRETARY-**

1. The secretary shall manage all the routine affairs of the association.
2. Shall convince meetings of the association and give notice to the member.
3. Shall preserve all the records and documents of the association.
4. Shall sign the bills and receipt of the association in the absence of the treasurer.
5. Shall be responsible for the smooth functioning and security of the chosen social media for exchange communications and survey, if required.

### **TRESURER-**

1. The treasurer shall keep an account of the general funds of the association.
2. Shall be responsible for maintaining all the financial transaction of the association.
3. Shall be responsible for getting the audited statements of the association prepared for presentation at the annual general meetings.

### **COMMITTEE MEMBERS-**

1. They shall participate in all the meetings of executive committee.
2. They will participate in all deliberations and assist the committee in getting a better prospective of an issue.


### **ALUMNI CONTRIBUTES**

Alumni contributes in various non-financial forms. Alumni works for the benefit of juniors, interact with them. During the interaction alumni have highlighted the importance of current trends in the nursing and guided the students about the career opportunities in different fields. They also have shared personal experiences with students. Alumni visit campus at regular intervals to support the existing batch of students, extend support and guidance for functioning of various student's clubs.

Alumni have been providing inputs on how to start a new venture and turning them into jobs. They also share their experiences regarding skills, application of knowledge and corporate working culture. This have resulted into two out of four students who have progress of their revenue streams.

  
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Alumni are working in organization at various capacities .They keep the faculties and placement officer abreast about the available job opportunities .They assist and guide the students to crack the interviews.



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