



BY-LAWS OF
ALUMNI ASSOCIATION, COLLEGE OF VETERINARY SCIENCE
TIRUPATI (ALACOVET)



SRI VENKATESWARA VETERINARY UNIVERSITY, TIRUPATI

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COLLEGE OF VETERINARY SCIENCE ,TIRUPATI(ALACOVET)
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By-laws

SECTION -1

BACK GROUND

The Alumni Association, College of Veterinary Science, Tirupati (ALACOVET) aims at working for all-round interaction and oneness feeling among the Alumni of the College of Veterinary Science, Tirupati. The Alumni of this premier institution have occupied various administrative, entrepreneurial, research, universities, AH department etc. both at the national and international levels. The Alumni Association, College of Veterinary Science, Tirupati was established during 1980 in connection with Silver Jubilee celebration of College of Veterinary Science, Tirupati. This Association will work for the development of infrastructure in college, creation of opportunities for the dissemination of scientific knowledge, provide a common platform for interaction, sharing information among the alumni etc.

Alumnus : A former student, a Graduate/Post Graduate/Doctorate of the College of Veterinary Science, Tirupati.

Alumni : Plural of Alumnus

Association: An Organization of persons having a common interest

Ex Officio member: By virtue of office or official position

SECTION - 2

a. Name of the Association and Address

The name of the Association shall be Alumni Association, College of Veterinary Science, Tirupati (**ALACOVET**)

The head of the office of the Association shall be at, the Alumni Home, College of Veterinary Science campus, Tirupati - 517 502, Tirupati district, A.P. India.

b. Aims and Objectives

1. To maintain standards of excellence among the Alumni by organizing symposia, seminars, workshops periodically and institute awards of merit fellowships/scholarships etc.
2. To support the creation of Teaching, Research and Student facilities in the Alma Mater
3. To recognize and facilitate/arrange lectures of outstanding Alumni.
4. To mentor and counsel students and fresh graduates on career opportunities
5. To serve as a link between Alumni and the Institution
6. To foster we-feeling among the Alumni through interactions
7. To promote and safeguard mutual interests to provide occasions/platforms for meetings of the Alumni.
8. To promote Veterinary Profession among Alumni by updating scientific information through Social media/ Alumni News Letter.
9. To maintain Alumni Association website for wider dissemination of Information and Activities.
10. Any other objectives of general public utility.

SECTION – 3

Membership

1. All the graduates or postgraduates or doctorates of the College of Veterinary Science, Tirupati are eligible to become Member of the Alumni Association.
2. Faculty of the College of Veterinary Science, Tirupati who are not alumni shall be called Associate members but they are not eligible to contest as an office bearer of the executive committee and also do not have the right to vote.
3. The demeanor of a member of the association has to be cooperative, kind, full of patience and brotherhood.
4. It is expected that a member of the Association shall use his/her knowledge and resources voluntarily to meet the objectives/aims of the Association.
5. Membership fee

Life membership: Rs.1000/- Non Resident Indian:USD100

Patron Members:Rs.10000/- NRI Patron Members:USD 1000/-

However, the membership fee shall be subject to change from time to time as approved by the executive committee and general body. The names of Patron Members shall be displayed on the Alumni Association website.

6. Rights of Member shall be
 - To participate in the general body meetings of the Association
 - To vote in Alumni Association Elections
 - To contest as a member of the Executive committee

SECTION - 4

General body

1. All bonafide Members of the Association shall constitute the General Body of the Association
2. Any Alumni Association member may send suggestion(s) in writing for improvement of the Association to the Secretary. He has to put up the same before the Executive Committee for taking necessary action.

SECTION — 5

Office Bearers

The following shall be the official positions of the Association

1. The Patron-in-Chief

The Dean, Faculty of Veterinary Science of Sri Venkateswara Veterinary University, Tirupati will be the Ex-officio -Patron-in-Chief of the Alumni Association and his role shall be advisory to the executive committee.

2. The Patrons

The Dean of Student Affairs, SVVU, Tirupati, the Director of Animal Husbandry, AP and the Associate Dean, College of Veterinary Science, Tirupati will be the Ex-officio - Patrons of the Association. The role of Patrons also shall be advisory to Executive Committee.

If the Patron-in-Chief and Patrons do not happen to be Alumni of the College of Veterinary Science, Tirupati they will not have voting rights.

3. The Advisory Committee

The Advisory Committee shall be constituted with retired alumni of the College of Veterinary Science, Tirupati and their role shall be advisory to the Executive

Committee. The Executive committee shall nominate three members only to the Advisory Committee.

4. The following shall be elected as the office bearers of the Association from among the Members for three years / up to the next elections to constitute Executive Committee. No Member can hold the same Office for more than two terms.

a. President(One): One Member Elected as President.

b. Vice President (Three)

i. One Member elected as Vice President

ii. District Animal Husbandry Officer, Tirupati District shall be Ex-officio Vice president of the Association. If he/she is not an Alumnus of the College of Veterinary Science, Tirupati he/she will not have voting right.

iii. One Overseas member elected as Vice President

c. Secretary : One member Elected from among the Alumni based at Tirupati

d. Joint Secretaries:

i. One Member elected from Alumni working in AH Department.

ii. One Member elected from the Alumni based at Tirupati who shall be a woman

e. Treasurer :

i. One Member elected from Alumni based at Tirupati

f. Editor: One Member elected

g. Executive Members:

i. Seventeen Members elected:

1. Three from SVVU Campus Tirupati and

2. Fourteen from AH /any Departments/ Industry/any field including Teaching, Research and Extension of SVVU/ICAR/retired including Overseas Members.Out of seventeen members threeshall be women.

The Returning officer: He shall be nominated by the Executive Committee of the Association to conduct elections. All Members except suspended members shall have the right to cast a vote for each office of the Executive Committee.

The Executive committee:It will be responsible for the functioning of the Association and shall work with total commitment to the objectives of the Association. The Executive shall maintain accounts and look after fiscal matters of the Association. It will formulate rules and regulations for dayto day functioning of the Association.The Executive committee is authorized to engage contractual services for Office and Alumni Home maintenance.

The Executive Committee shall decide the programme of events for the Association. The Executive Committee can appoint sub-committees as and when required to meet the objectives. It will approve the Membership list and cancel or forfeit the Membership of the Association to a Member on account of his/her misconductafter taking a decision in the Executive meeting.It will also recommend to the general body for conduction of electionsso as to elect new Executive committee after every three years.

The President: Following are the duties and the powers of the President

- He/She will preside over the meetings of the Executive Committee
- He/She shall have power to suspend or cancel the Membership, if Member's conduct is not in conformity with the objectives of the Association with information to the general body.
- He/She shall have administrative control of the Executive Committee.

- He/She shall keep liaison with the University Authorities and the Alumni.
- He/She will recommend to the general body for election of new Executive Committee.
- He/She shall convey a special meeting of the Executive Committee if a written requisition signed by 30 % of strength or Executive Committee / General Body respectively is presented to him.
- He/She will exercise such financial powers jointly with the Secretary as are approved by the Executive Committee.

The Vice-Presidents

- One of the Elected Vice Presidents shall preside over the meetings in the absence of the president

Secretary: Shall look after the following

- Maintain records
- Transact business
- Convene meetings
- Prepare proceedings
- Process the applications for memberships and put up the same to the executive committee as a consolidated list.
- All activities and day to day functioning of the Association.
- In the absence of Secretary, the Joint Secretary based at Tirupati shall act as Secretary.

The Joint Secretary

- He/She will help the secretary in promoting the cause and activities of the Association.

The Treasurer:

- He/She along with secretary will be responsible for collection of funds, withdrawal and incurrence of the expenses and maintenance of accounts. In the absence of Treasurer the Executive Committee shall nominate one of the Executive Members to act as Treasurer.

The Editor:

- He/She will be responsible for publication of quarterly bulletin Alumni News letter for dissemination of scientific information to Alumni working in state government and other organizations.

SECTION - 6

a. Meetings

At least one ordinary executive committee meeting shall be conducted in hybrid mode during each calendar year. Ordinary meetings of the Executive Committee will consider the agenda that is placed before it by the secretary with the permission of the President. Any other item can be discussed with permission of chair. Eight members of the Executive Committee shall constitute quorum. There shall be no quorum for adjourned meetings. Meetings of the executive committee of Alumni Association shall be called at a notice at least 15 days. However, meetings may be called in case of emergency at a shorter notice.

At least one general body meeting shall be held annually preferably on 15th July the foundation day of the college which shall be treated as Alumni Day. Ten percent of the members shall constitute the quorum for General Body meeting. However, for adjourned meetings no quorum is necessary. A proposal for amendment of the constitution of the Association shall be considered at the general body meeting by 2/3 majority votes. Such proposal shall be sent to secretary at least two months before the scheduled date of the General Body meeting.

All decisions will be taken in the meetings of the Association Executive Committee either by consensus or a majority vote of Members present. In case of equal division of votes, the Chairman shall cast the deciding vote.

The Executive Meetings will be conducted frequently in the College with the Executive Members available to transact day to day daily activities of the Alumni Association. The quorum for such meetings will be 8 executive members.

Business to be transacted at General body meeting

- To consider and adopt the report of the Secretary
 - To consider and approve the audited report
 - To consider any item sent by Member.
- b. **Special meeting** of the Association shall transact only the business for which the meeting has been requisitioned.

Section - 7

a. Control of funds

The funds for supporting the Association shall be generated as follows

- Life and other Membership fee collected from Alumni including NRI's and others
Voluntary donations
- Aid from Universities / Boards / Secretaries / Government / public sector, non government voluntary organization / private Ltd. companies /Firms/Association of Persons//Limited Liability partnerships/ individuals.
- The names of Donors who donated Rs.25000/- and more will be displayed in Website of Association and in Alumni Home

- The funds of the society shall be deposited/invested in the name of the Society in accordance with the provisions of Sec.13(1)(d) read with Sec.11(5) of the Income Tax Act 1961 only.

b. Legal liabilities against the Association

All disputes arising with regard to Membership expenditure, audit and accounts shall be entertained and resolved by the standing committee of the Association. In the event of specific representation against the Executive Committee, itself, the matter will be resolved through an Arbitration Committee comprising of three persons nominated by Patron in-Chief. If arbitration committee does not resolve the matter, the Association may sue in the court of law at Tirupati in the name of President / Secretary as per the provisions laid down in the SocietiesRegistration Act 1860.

The Treasurer of the Association shall maintain all the accounts, receipts and expenditure of the Association. The Secretary and Treasurer are permitted to incur expenditure up to Rs 30,000/- at a time. Beyond this Financial powers shall be with the Executive Committee. The Secretary and Treasurer shall operate accounts jointly kept at a nationally recognized bank at Tirupati. The Secretary and /Treasurer should not keep more than Rs.20000/- physical cash of Association at any time. All the finances of the Association should be audited annually by Auditors appointed by the Executive Committee.

c. Utilization of funds shall be as follows.

- Income shall be used solely for the purpose of meeting the objectives and maintenance of Alumni Home.

- In case of winding up, liabilities debts and assets shall be transferred to the Society with similar objectives
 - The Financial year will be from April to March.
- d. **Alumni Home Fund:**A separate bank account may be opened in a nationally recognized bank at Tirupati authorizing Secretary and Treasurer to operate the accounts jointly.Money collected as rent from occupants of the 'Alumni home' also should be credited into Alumni Home Fund Account after meeting the expenditure for the maintenance of Alumni Home.

Section - 8

a. Interpretation of rules

In case of different interpretations of a rule, interpretations given by the Patron-in-Chief shall be final.

b. Resignation of Member / Office Bearer

Resignation if submitted by any Member/Office Bearer in writing is to be forwarded to the Executive Committee for its consideration and taking appropriate action.The Executive committee shall coopt another member in the vacancy caused in Executive committee due to resignation or for any other reason till the expiry of remaining period of Tenure.

c. Manner of Dissolution

If the association needs to be dissolved, it shall be as per the provision under 13 and 14 of the Societies Registration Act, 1860.

d.General

For all things not specially provided for under Rules and Regulations the provisions of the Societies Act XXXV of 2001 will apply.