

CONSTITUTION OF ALUMNI COMMITTEE

ABOUT THE COMMITTEE:

The purpose of the PRIW Student Alumni Association is to promote the interests of and understanding between the students of the past, present, and future at College. This will be accomplished through the programs and services offered by the organization and in joint efforts with the college Alumni Association. Effective and responsible leadership will be developed through contact and experience in university projects and programs, thereby enhancing the education of the students and preparing them to serve as future Alumni leaders.

The Alumni Association of PRIW was formed in the month of Dec.2024. The association is named as PRIYADARSHINI ALUMNI ASSOCIATION under Society Registered number as 142 of 2024. The get together of this Alumnus usually takes place every year.

The committee for the academic year 2024-25 is constituted with the following members.

S. No	Name of the members	Designation	Role in the committee
1	Dr. B Gopal	Principal	Chairman
2	Mrs. V. Hema Subbalakshmi	Assistant Professor, H&S	Co-Ordinator
3	Divya Gaddala	Software Senior Consultant	President
4	Meghana	Software Developer	Vice president
5	Himabindu. S	Lecturer	General Secretary
6	Sravva .A	Recruiter	Joint Secretary
7	Ch. Lalitha Sreeu	Business	Treasurer
8	B. Venkata Sai Sruthi	Junior System Engineer	Member
9	K. Sreeja	M.Tech	Member
10	V. Haritha	Senior Sytem Engineer	Member

Purpose The purpose of the Committee shall be to:

1. Strengthen the bond between alumni and the institution.
2. Promote networking and professional development opportunities.
3. Support the institution through mentorship, fundraising, and community service.
4. Organize alumni events and reunions.
5. Maintain and update an alumni database.

Membership

1. Membership is open to all graduates of PRIW
2. Honorary membership may be granted to individuals who have made significant contributions to the institution.
3. Members shall have the right to vote in general meetings and participate in activities.

Executive Committee The Executive Committee shall consist of the following officers:

1. **President** – Provides leadership and represents the Committee.
2. **Vice President** – Assists the President and oversees committee operations.
3. **Secretary** – Maintains records, meeting minutes, and correspondence.
4. **Treasurer** – Manages finances and fundraising efforts.
5. **Event Coordinator** – Organizes alumni events and programs.
6. **Public Relations Officer** – Manages communication and outreach.

Meetings

1. The Committee shall hold meetings.
2. An Annual General Meeting (AGM) shall be held to review activities, finances, and elect officers.
3. Special meetings may be called by the President or upon the request of members.

Finances

1. The Committee shall maintain a bank account under its name.
2. Funds shall be raised through donations, membership fees, and events.
3. The Treasurer shall present a financial report at each meeting.
4. An annual audit shall be conducted to ensure transparency.

Amendments

1. Amendments to this Constitution may be proposed by any member.
2. Proposed amendments must be submitted in writing and reviewed by the Executive Committee.
3. Amendments shall be adopted by a two-thirds majority voting.

Dissolution

1. In the event of dissolution, all remaining funds and assets shall be transferred to PRIW or a related charitable organization.
2. A final report shall be prepared by the Executive Committee

3. This Constitution shall take effect upon approval by a majority vote of the founding members.

ALUMNI SUSTAINING MEMBERSHIPS:

Alumni provide direct support to the Alumni Association and its programs through the Sustaining Membership Program. Sustaining members help fund club activities and mailings, young Alumni events, student recruitment, and leadership conferences.

The main objectives behind forming this Alumni Association are:

- To encourage the members to take active interest in the activities and progress of the Alma Mater.
- To bring the alumni together to keep them in contact with each other as well as with the Alma Mater.
- To promote and support technological planning, research and development.
- To promote career guidance, interaction with industry and continuing education.
- To foster relationship between the alumni and the present students.
- To get participation of alumni in the developmental activities of the college
- To develop Industry Institute Interaction through alumni members.
- To improve placement opportunities for fellow alumni and fresh graduates.
- To provide guest lectures on academic as well as industry trends to the present batch of students with a view to exchange the latest developments in the field of Engineering and Technology.

FUNCTIONS:

- Maintaining the contacts of the Alumni with the alma-mater, keeping in touch with alumni regularly and updating the employment status of alumni every year.
- Creating the database of the passing out students every academic year.
- The committee must meet regularly to plan and organize the annual Alumni meet.
- Record the activities or events conducted by the alumni.
- Keep record of the alumni who appeared/qualified in the state/national/international level competitive examinations and who got awards in national/international level sports/cultural activities.
- Taking the feedback from the alumni and seeking confirmation from them for participation in the alumni meet

Faculty Coordinators

- To maintain the Alumnae Database.
- To organize the alumnae meet every year in our college premises.
- To suggest the committee members in designing the web page for Alumnae Committee.

- To establish the network every year with alumnae.
- To form student coordinators from each department.
- To collect the feedback forms, survey forms and valuable suggestions from the alumnae

Faculty Member:

- To maintain the database of alumnae contact information.
- To invite alumnae and conduct guest lectures, seminars and various programs.
- To collect news from the alumnae for publishing in the college website.
- To create the network so as to establish alumnae chapter.
- To conduct the alumnae meet every year in our college premises and to make the program a grand success.

Student Member:

- To support the coordinators and faculty for conducting the alumnae meetings.
- To look after the venue arrangements and receiving of alumnae.
- To support the coordinators and faculty for inviting the alumnae to give guest lectures and seminars.
- To support the coordinators and faculty for developing web page.
- To support the coordinators and faculty for establishing alumnae chapters and to conduct various programs.