

No 046596



## नोंदणी प्रमाणपत्र

संस्था नोंदणी अधिनियम, १८६०

(१८६० चा अधिनियम २१)

मह. २०३६/२००७/पुणे

नोंदणी क्रमांक: १ DEC 2007

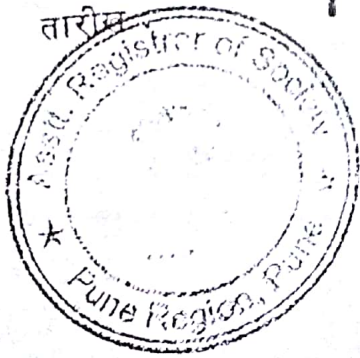
याद्वारे असे प्रमाणित करण्यात येते की <sup>A.R.S.</sup> डॉ. आर्थ. एम. एस. डॉ. अशुभंजी असोसिएशन

सं. नं. ८०/३/१, पुणे-मुंबई वायपाल हायवे, रायवडे, पुणे-३३  
द्वारा डॉ. अशुभासाहेब वी. खरपाल

खालील तारखेस संस्था नोंदणी अधिनियम, १८६० (सन १८६० चा अधिनियम २१) अन्वये योग्यरित्या नोंदणी करण्यात आली.

19 DEC 2007

रोजी माझ्या सहीनिशी दिले.



संस्थांचे सहायक निबंधक,

सहायक संस्था निबंधक  
पुणे विभाग, पुणे



JSPM's  
**JAYAWANT INSTITUTE OF MANAGEMENT STUDIES**  
(Approved by AICTE, New Delhi, Recognised by Gov. of Maharashtra & Affiliated to Pune University)

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Prof. T. J. Sawant  
D.E.E., B.E. (Elec.) MISTE  
Founder- Secretary

Dr. Priyanka A. Singh  
B.Sc. (Hons), MBA, Ph. D.  
Director

**ALUMNI ASSOCIATION COMMITTEE MEMBERS**

Following are the list of core committee members for 2017-18 alumni association activities:

Sr.No.	Name of Committee Member	Designation	Contact Number
1	Dr. Priyanka Singh	Chairman	9921349051
2	Prof. Kumar Pawar	Secretary	9970058682
3	Dr. Bipin Bankar	Member	9657948731
4	Mrs. Megha Admane	Treasurer	9028001063
5	Ms. Aishwarya Ubale	Alumni Representative	9860735999
6	Mr. Mayur Padalghare	Alumni Representative	9765507070
7	Mr. Deepak Ghorpade	Alumni Representative	7276227679



*P Singh*  
Dr. Priyanka Singh  
Director, JIMS

JSPM's

# Jayawant Institute of Management Studies

## JIMS ALUMNI ASSOCIATION

### RULES AND REGULATION

JSPM's JIMS was established in the year 2004, and formed **JIMS Alumni Association** on 19<sup>th</sup> December 2007 under registration number 046596. The main objective of establishing this association was to create a life-long connection between the Institute and its alumni.

In collaboration with an extremely dedicated volunteer board of directors, the Alumni Association works to connect alumni, support students and build an unforgettable Institute experience through a diversity of events, programming and services under the following rules and regulations.

#### 1) NAME OF THE SOCIETY

JIMS Alumni Association.

#### 2) REGISTERED OFFICE OF THE SOCIETY

C/O Jayawant Institute of Management Studies  
Survey No 82/2, Pune Mumbai Bypass Highway,  
Tathawade, Pune-411033.

#### 3) JURISDICTION

Jurisdiction of the association shall be all over India.

#### 4) OBJECTIVE

Refer clause no. 4 of 'JIMS Alumni Association Constitution'

#### 5) MEMBERS

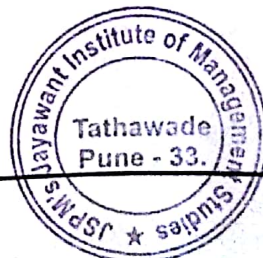
Members who have accepted voluntarily shall be the members of the association

##### 5.1] Types Member

Types of member shall be considered based on contribution (financial and non financial) of alumni toward the alumni association and institutional development.

##### 5.1.1] Permanent Member

##### 5.1.2] Ordinary Members



5.1.1] Permanent Member:-

Permanent member is a person who is signatory to the rules and regulations and whose contribution one time to the permanent funds of association of Rs. 500/- (Five Hundred Rupees Only) which is non refundable.

5.1.2] Ordinary Members:-

Ordinary member is a person whose contribution with the institution will be non financial (Contribution in terms of academic development activities)

**6) CEASING OF MEMBERSHIP**

1] The core committee shall have the power to remove any member, if he/she is found acting prejudicially to the interest or prestige and working of the society by 5/8 majority with Fifteen (15) days notice to be send.

2] Resignation of the member or members shall be in written and accepted by core committee members by 5/8 majority

3] If a member fails to attend 5 consecutive meeting of the association without any concrete reason then his/her membership shall be deemed to cancelled

4] If any member leaves India without intimation to the association for more than One (1) year in that case the association will terminate his/her membership and will pass a resolution for adding a new member in the association.

5] If any members dies, then his/her membership will be cancelled or terminated and pass a resolution for adding a new member in the association.

**7) WAY OF FILLING VACANCY IN CORE COMMITTEE**

If any vacancy occurs in the core committee members on account of vacancy due to any above mentioned reason then the core committee members shall appoint new members in the vacancy by more than half of the remaining members.

**8) AUTHORITIES OF THE ASSOCIATION**

Chairman and secretary of the core committee members shall be the authority to transact the association activities.

**9) COMMITTEE MEMBER MEETING AND QUORUM**

1] Core committee shall meet twice in every year

2] Notice to the committee members shall be send 15 days in advance before the meeting by email, message or other channels to be decided by the managing committee.



3] Chairman shall preside all the meeting after form a quorum. In absence of chairman committee member select one of the core members to preside the meeting.

## 10) PERIOD OF CORE COMMITTEE

The core committee member will hold their position for five (5) years, but they shall be re-eligible for the next period also if they voluntarily accept the same

## 11) POWERS OF CORE COMMITTEE

1] To frame rules and regulation with the association constitution

2] Consider and recommend for adaption of rules and regulation and other activities

3] Transact and monitor association activities

4] Appointment of other committee member, committees and delegation with roles & responsibilities if required/needed.

## 12) DUTIES OF CORE COMMITTEE MEMBERS

1] Chairman:-

a) Preside over and conduct the meetings

b) To take any actions or give suggestions suggested by alumni and recommended by committee members against the raised questions

c) Action will be taken on raised questions based on majority

d) Represent association outside the college if required

e) Implementation of the suggestion received from alumni

2] Secretary:-

a) To convey all activities to the alumni as per the rules

b) To write minutes of meeting

c) Transact and monitor all association activities and keep record of the same

3] Treasurer:-

a) He/She will be responsible for maintaining all the sum of money which are received by the alumni

b) To maintain accounts of the association

c) To prepare budget for the activities to be conducted in the association

d) To get the association account audited and prepare statement of account

4] Members:-

a) Convey message to the alumni regarding the activities scheduled



- b) Feedback of the activities conducted
- c) Analysis of the feedback
- d) Convey feedback and suggestion if any to the higher members of the association

### 13) BANK ACCOUNT

The bank account shall be in the name of association and shall be operated by joint signatures of chairman and secretary.

### 14) CHANGE AMENDMENT IN THE NAME AND OBJECT

To alter, extend, amend or change in the name objectives of the association provisions of section 12 and 12 (A) of the society registration act, 1860 will be brought into effect.

### 15) CHANGE IN RULES AND REGULATIONS

Any change to be done in the rules and regulations will be done by calling special core committee meeting and 5/8<sup>th</sup> of the total number of members should be present for the said meeting and change should be accepted in the meeting by the majority. Copy of proposed changed rules will be sent to all the alumni along with notice

### 16) SEAL

There shall be a common seal of the association which shall be affixed at the discretion of core committee to such deeds, contracts, agreement and official letters, documents or statement etc. As required by the core committee

### 17) PROVISION FOR EXPENSES TO BE DONE

Provision of expenditure may be done approximately as follows

Percentage of expenses by Trust: -	80%
Percentage of expenses by association: -	20%
Total expenses:-	100%

### 18) DISSOLUTION:-

If the association is to be dissolved due to any reason whatsoever then the provision of section 13 and 14 of the society registration act 1860 will be considered



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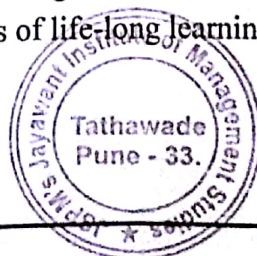
C/O Jayawant Institute of Management Studies  
Survey No 82/2, Pune Mumbai Bypass Highway,  
Tathawade, Pune-411033.

#### 3) JURISDICTION

Jurisdiction of the association shall be all over India.

#### 4) OBJECTIVE

- To establish a link between the alumni, staff, and students of the Institute.
- To encourage the Alumni to take long interest in the work and progress of the Institute.
- To provide a forum for the alumni for exchange of ideas on academic and non academic activities.
- To get the entire Alumni together under one roof.
- To continue the process of life-long learning.



## 5) PROCESS OF ORGANIZING ALUMNI MEET:-

Step 1:-Institute level meeting is conducted for the JIMS alumni meet

- Discuss the purpose of the meet.
- Formation of core committee members who have willingness to contribute.
- Appointment of committee members for the association.
- Define Roles and responsibilities of committee members.
- Initiate for the Informal communication with the alumni.

Step 2:-1<sup>st</sup> Communication

- A letter is mailed or a message is sent to all alumni, introducing them to the core committee members and requesting them to update their contact information with the committee members.
- Convey to the alumni to make up their interest group.

Step 3:- Getting Organized

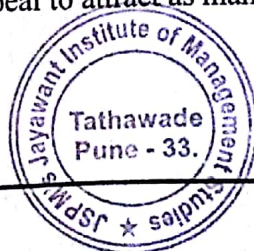
- A meeting should be convened of interested alumni to agree upon the association's objectives and form an alumni association committee.
- Discuss purpose of the alumni association.
- To draw up the by-laws or organizational outline.
- Appointment of other committees and delegation with roles & responsibilities if required.
- Set date, time and location for follow-up meeting.

Step 4:- Prepare Rules and Regulation

- Convey notification to the core committee members regarding the meeting.
- Active participation to prepare rules and regulation or detailed association outline
- The adopted by-laws sent to the alumni for the adopt and kind information and appointed committee members for the alumni association file
- Discus on various activities/events, membership fees, participation and contribution etc.
- Design feedback

Step 5:- Organize Events

- Organized with broad appeal to attract as many alumni as possible





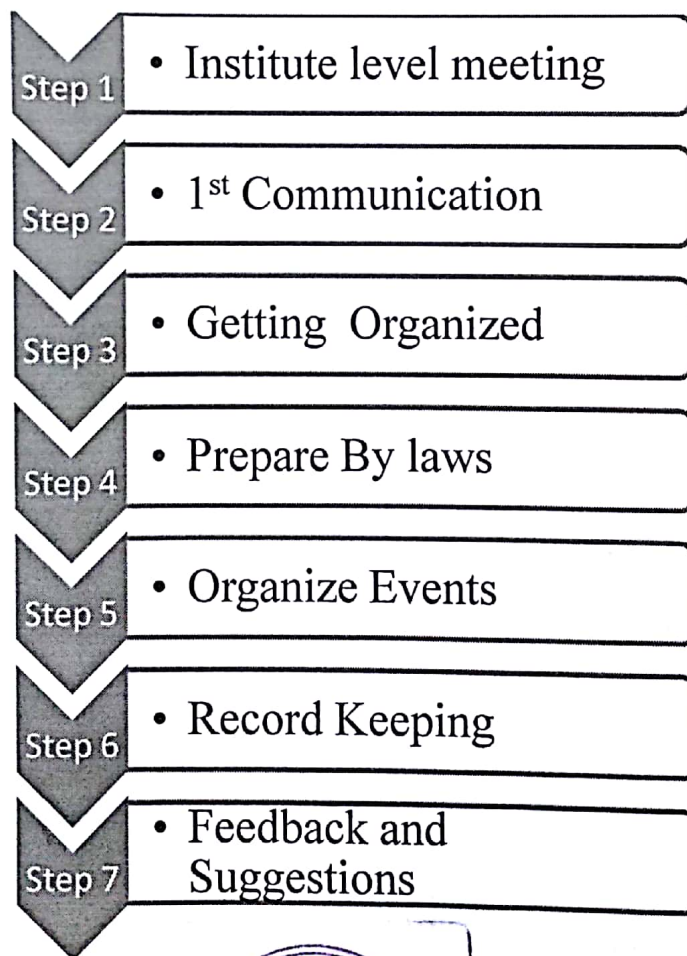
- Send invitations through the mail, messages and other channels
- Convey detailed event outline
- Confirm attendees for the event
- Try to connect all alumni through social or any online community

Step 6:- Record Keeping

- Maintain record (Alumni database like name, address, contact detail, email id, company name, and designation and many more)
- Take photos of key events and milestones

Step 7:- Feedback and Suggestions

- Collect feedback form from the individual alumni
- Analyze the feedback
- Acknowledge the suggestion
- Implementation of the suggestions for the future events and activities



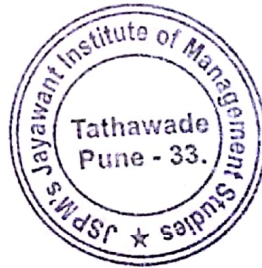
## 6) COMMITTEE MEMBERS

At JIMS we have a strong and dedicated alumni association which supports the institution and contributes to the institutional, academic and non academic development. Meetings of this association are held once in a year. Discussions on various concerns are held during the meeting. The alumni have been working in their capacities in the interest of the Institute.

Alumni representative may change as new alumni are added as committee member. New alumni representative are replaced with old ones.

Following is the list of committee members for 2017-18:-

S.No	Name of the Member	Designation
1	Dr. Priyanka Singh	Chairman
2	Prof.Kumar Pawar	Secretary
3	Dr. Bipin Bankar	Member
4	Mrs. Megha Admane	Treasurer
5	Ms. Aishwarya Ubale	Alumni Representative
6	Mr. Mayur Padalghare	Alumni Representative
7	Mr. Deepak Ghorpade	Alumni Representative



Dr. Priyanka Singh  
DIRECTOR

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