

ST. XAVIER'S INSTITUTE OF EDUCATION
FORMATION OF ALUMNI ASSOCIATION (2016 – 2017)
MINUTES OF MEETING HELD ON 18TH MARCH, 2017

VENUE: Conference Room

TIME: 3:30 p.m. to 5.30 p.m.

MEMBERS PRESENT:

- Fr. Blaise D'Souza – Manager
- Dr. Vini Sebastian – I/c Principal
- Dr. Geeta Shetty – Staff coordinator for Alumni Association
- Dr. Elvina Pereira - Staff coordinator for Alumni Association
- Ms. Rene Pereira – Alumnus
- Mr. Rajesh Satghar – Alumnus
- Mr. Ashish Mankeshwar – Alumnus
- Ms. Christina Macwan – Alumnus
- Mr. Abhijit Sawant – Alumnus
- Mr. Stanley Thomas – Alumnus
- Mr. Nikhil Purabiya – Alumnus

Agenda: The Meeting was conducted with the following agenda;

- Briefing about the purpose of the Meeting
- Alumni Constitution
- Election process for Office Bearers of the Executive Committee
- Alumni Registration fees
- Fixing up the date for elections

Briefing about purpose of the meeting: The meeting began with the formal self-introduction of the members present. The purpose of the meeting was spelt out as the formation of a registered Alumni Association of the institute, and the election of office bearers who would shoulder the responsibility of making the association a functional and viable body of the Institution.

Discussion on the Alumni Constitution of the Institution: The Alumni Constitution that was framed in the year 1999 was read out to discuss if amendments were needed. The discussions conducted with reference to the Constitution were as follows;

- The name of the Association would be changed from 'St. Xavier's Institution of Education Society Alumni Association' to 'St. Xavier's Institution of Education Alumni Association'. Fr. Blaise suggested that the Alumni Association be an independent body

registered by the Charity Commissioner. Citing the long term benefits of maintaining a separate body with its own accounts and auditing processes, Fr. Blaise reiterated that the administrative requirements of the Association ought to be carefully looked at. Prof. Rajesh Satghar offered to help in the legal aspects of the formation of the Association.

- Regarding the Aims and Objectives of the Association, Prof. Rajesh Satghar stated that SXIE should pay attention to what it would want to be or where it would want to reach in the next ten years or so. Dr. Vini Sebastian reminded that the NAAC had suggested forming an SXIE Alumni resource pool. Hence in lieu of these deliberations it was decided to add two more objectives to the existing list namely;
 - To form an alumni resource pool.
 - To create a data base that would include national and international alumni.
- Regarding Membership, it was decided to have only two types of Membership namely Patron Membership, Life Membership and Honorary Membership. The fees for two of them were decided as follows –
 - Patron Membership – Rs. 2,500/-
 - Life Membership – for freshers it would be Rs. 500/- and for past students it would be Rs. 1000/-
- It was mentioned by the staff members that there was reluctance among the freshers as well as the past alumni to pay membership fees, hence could the Life membership fees be reduced. To this all the alumni present felt that the fees should not be reduced, rather the association should be marketed well. Mr. Ashish Mankeshwar further stated that some programmes could be organized for the alumni that would be of significance to their profession; develop a bond; keep a limited period offer to pay the fees and then reap benefits; a newsletter / publication for the alumni etc. He mentioned that an orientation should be given to the present students regarding the functions of the Association and the benefits they would get on being its life members. Some Alumni also mentioned how a sum of Rs. 200/- was collected from each student of their batch (2014-2015) at the time of results. They were given the mark sheets only if they paid the membership fees. To this, Fr. Blaise and Ms. Rene Pereira firmly objected and said that Association membership has to be purely voluntary. Ms. Rene further stated that it doesn't matter if we have few alumni, but there shouldn't be any coercion to pay the fees, since it would defeat the purpose of the association.
- Regarding cessation of membership Ms. Rene pointed out that the statement, 'A member may resign without assigning any reason by informing the President in writing' needed amendment. Ms. Rene felt that this would amount to loss of good-will and send a message that an alumnus could resign at one's own free will without any accountability. While Dr. Vini Sebastian, Ms. Christina Macwan and Mr. Abhijit Sawant found the said statement harmless, the rest including Dr. Geeta Shetty and Dr. Elvina agreed with Ms. Rene. Hence the statement has been modified as, 'A member may resign by informing the Association in writing.'

- The posts of the office bearers of the Executive Committee were finalized as follows;
 - President (A member of the Alumni elected by majority votes)
 - Vice President (Principal of the Institute)
 - Animator (Manager of the Institute)
 - Secretary
 - Joint Secretary
 - Treasurer
 - Committee members

The above posts (excluding those of Vice President and Animator) would be filled by elections through secret ballot.

Election Procedure: To ensure a smooth election process it was suggested that- each alumnus could contact their batch mates; college could contact alumni on social networking sites. The nominations would be taken on the scheduled day itself and then elections would be conducted. The day and date proposed for this process was Saturday, 22nd April, 2017.

In Conclusion: A need was felt for another meeting to plan for the Elections, hence Thursday 30th March, 2017 was found to be suitable by all for the same. The meeting ended with a vote of thanks by the I/c Principal, Dr. Vini Sebastian.

Dr. Vini Sebastian
I/c Principal

Fr. Blaise D'Souza
Manager

Dr. Geeta Shetty, Dr. Elvina Pereira
Staff Coordinators