

MINUTES OF THE
FIRST MEETING OF THE ALUMNI ASSOCIATION OF KKHSOU, HELD ON 30TH
DECEMBER 2018 AT THE CONFERENCE HALL, KKHSOU, HOUSEFED
COMPLEX, LAST GATE, DISPUR, GUWAHATI-06

The first meeting of the Alumni Association of Krishna Kanta Handiqui State Open University was held on 30th December, 2018 at the Conference Hall, KKHSOU City Office at Housefed Complex, Dispur, Guwahati to discuss the different issues related to the general body of the Alumni Association. The meeting was attended by the Vice Chancellor of KKHSOU Dr. Hitesh Deka, Registrar Dr. Arupjyoti Choudhury, Dean (Study Centre) Dr. Dibyajyoti Mahanta, Director CIQA Prof. N.N. Sarma, Vice Presidents of the Alumni Association Sri Lutfur Rahman and Sri Sasadhar Deka, Secretaries Sri Birinchi Borah and Md. Samsul Bin Hussain, Joint Secretary Dr. Juri Hazarika, Treasurer Dr. Sukmaya Lama and other Executive Committee members of the Association. However, the President of the Association Dr. Ajanta Das and some the members of the Executive Committee could not be present in the meeting with prior information.

Sri Birinchi Borah, Secretary of the Alumni Association welcomed all the members to the first meeting of the association and requested Sri Lutfur Rahman, Vice President to preside over and carry forward the meeting. It was followed by a round of introductions of everyone present in the meeting. Dr. Arupjyoti Choudhury, Registrar, KKHSOU addressed the meeting by stressing on the valuable role that the Association could play in the betterment of the University as well as the society as a whole. Dr. Hitesh Deka, Vice Chancellor, KKHSOU in his address, mentioned about the concept of alumni associations in the western countries and the kind of work they do. He also cited that the alumni association is an extension of the University family, along with mentioning the roles to be played by the association at various locations of the state, and the need of an organisational setup for the association. The honourable Vice Chancellor also added that the association has to be committed towards the University, and assist the University in its social welfare activities and in tackling its challenges. The Vice Chancellor's address was followed by the discussion on other points of the agenda of the meeting, beginning with suggestions from all the advisers and executive members of the Association on the activities to be taken up by the Association in the near future.

Key issues discussed and decisions made are as follows:

Item No. 1: Activities to be done at the Third Convocation of the University

Discussed that the Association would install a temporary stall at the venue of the third Convocation of KKHSOU to be held on 3rd February 2019 as a step towards increasing visibility of the Association and driving membership.

Further, discussion was held on the preparation of documents by the Association to be given to the attendees of the Convocation.

Task to be done: To prepare the banner and to print membership forms, welcome letter and other documents to be put up at the upcoming Convocation.

Item No. 2: Suggestions for Activities to be taken up in near future

The advisers and executive members offered various suggestions on the future activities to be taken up by the Association, as listed below:

- To address the challenges related to the learners, study centres, study materials, technical and skill based programmes, mental attitude of the people towards the University, dropout, and so on.
- To plan plantation activities in the new campus of the University and various public places around the state.
- To form a Constitution of the Alumni Association.
- To fix a date for annual meetings of the general body of the Association.
- To form Adhoc Committees of the Association at every district of the state.
- Organisations like ONGC, Railway employee association, etc. to take up awareness programmes related to the University at respective places.
- To take up 'awareness programmes' at lower levels of school to reach the younger generations.
- To arrange for monitoring activities of examinations and counselling sessions at the study centres by the Adhoc Committees, which would be regularized and authorized by the office of the Dean (Study Centre) of the University.
- To bring out journals/newsletters/reports from districts and other related volumes at regular intervals.
- To organise seminar/workshop at regular intervals to increase visibility and contribute towards the society.

- To take up steps such as anti-drugs awareness camps and to celebrate various festivals in order to generate awareness about the culture and traditions for the benefit of the younger generation.
- To play a significant role during the induction programmes of the University at various study centres around the state.
- To request for an online presence of the Association by getting a hyperlink in the University website. (To approach the Sri Binod Deka, Systems Analyst, KKHSOU)

Item No. 3: Opening of Bank Account

RESOLVED, that an account would be opened in the bank for all the monetary transactions of the Association, with the President and Secretary as signatories and the Treasurer for maintenance of the account.

Task to be done: To open the bank account.

Item No. 4: Membership drive

RESOLVED, that an amount of Rupees 100 would be collected as the membership fee of the Association. [The attendees of the first executive body meeting submitted their membership fees to the Treasurer in cash]

Further, decided to contact alumni through email and phone to collect the membership fee.

Task to be done: To print membership pad, seal, slip book, stamp, and other essentials.

Item No. 5: Registration and drafting of Constitution

RESOLVED, that steps would be taken for the registration of the Association.

Further RESOLVED, that the Constitution sub-committee would be formed comprising of President Dr. Ajanta Das, Vice President Sri Sasadhar Deka, both the Secretaries and the Joint Secretary in order to draft the Constitution of the Association.

Item No. 6: Appointment of Co-ordinator

RESOLVED, that the duties and responsibilities of Sri Nayanmani Sarma, appointed as Co-ordinator of the Association, would comprise of taking care of coordination related activities of the Association.

Item No. 7: Official Watsapp group of the Executive body

RESOLVED, that the Joint Secretary would form a watsapp group comprising of the executive body of the Association as members. [The group was formed after the meeting was over]

Item No. 8: Maintenance of Proceeding and Attendance Register


RESOLVED, that the executive body would maintain the documents for archival of proceedings and attendance register for all the meetings of the Association.

Item No. 9: Emblem of the Association

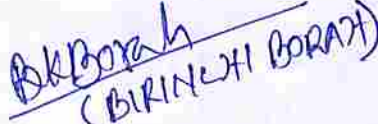
RESOLVED, that the Constitution sub-committee would take initiative to design an emblem for the Association.

Item No. 10: Miscellaneous Activities

RESOLVED, that the Association would maintain documentations as would be necessary for the forthcoming visit of NAAC to the University. Further, official letter-pads would be designed for official letters of the Association.


Signature of the President with seal

President / Secy.
KKHSOU Alumni Association
Guwahati


Signature of the Secretary with seal

President / Secy.
KKHSOU Alumni Association
Guwahati