



Shri Guru Gobind Singhji Institute of Engineering and Technology

Vishnupuri, Nanded (Maharashtra State) INDIA PIN 431606

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Vision Statement: Education of Human Power for Technological Excellence



(An Autonomous Institute of Government of Maharashtra)

Alumni Policy

Institute Vision and Mission

VISION

"Education of Human Power for Technological Excellence"

MISSION

- Dissemination of knowledge by offering world-class education
- Right to information for all stakeholders
- Promotion of sustainable industrialization to development of appropriate technologies
- Continuing education programs for reengineering of regional socio-economic system in the light of dynamic, global technological changes
- Contribution to national wealth through innovation

September 2024

Preface

Established with the noble objective of fostering a strong sense of camaraderie, collaboration, and continued engagement among our alumni, SEAA stands as a testament to the enduring legacy of our alma mater, the Shri Guru Gobind Singhji Institute of Engineering and Technology (SGGSIE&T), Nanded. Since its inception, SEAA has been instrumental in nurturing and strengthening the bonds that tie us together as members of the SGGS family, transcending geographical boundaries and generations.

As a reflection on the remarkable journey that has brought us to this moment, it is essential to acknowledge our alumni community's invaluable contributions and achievements. At SEAA, our overarching mission is to catalyze continued growth, innovation, and collaboration within our alumni community and beyond.

One of the hallmarks of SEAA is the unwavering commitment to fostering lifelong connections and relationships among our alumni. Whether through alumni conclaves, networking events, or mentorship programs, a platform is provided for our members to reconnect, share experiences, and forge new bonds of friendship and collaboration. These interactions not only serve to strengthen our alumni network but also create a sense of belonging and solidarity that transcends time and distance.

Furthermore, SEAA remains steadfast in its dedication to supporting our alma mater's academic, research, and infrastructural development initiatives. Through generous contributions and donations from our alumni, scholarships, research grants, infrastructure projects, and other critical initiatives have been funded, enhancing the learning environment and academic excellence at SGGSIE&T. Additionally, our alumni have been actively involved in mentorship programs, industry partnerships, and collaborative research endeavors, enriching the educational experience and opportunities available to current students.

As we look toward the future, SEAA is poised to embark on a new chapter of growth, innovation, and impact. With our esteemed members' continued support and participation, confidence is expressed that we will build upon the strong foundation laid by those who came before us and chart a course toward even greater heights of success and achievement. Together, the proud legacy of our alma mater will be upheld, and future generations of engineers, innovators, and leaders will be inspired to follow in our footsteps.

In closing, heartfelt gratitude is extended to each member of the SEAA community for their unwavering dedication, support, and commitment to our shared vision and mission. It is deeply honored to serve as your President, and I look forward to working collaboratively with all of you to advance the goals and objectives of our esteemed association.

Warm regards,

Dr. M. B. Kokare
President SEAA

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Preamble:

We, the alumni of Shri Guru Gobind Singhji Institute of Engineering and Technology (SGGSIE&T), Nanded, in recognition of our shared experiences, values, and commitment to the continued advancement of our alma mater, do at this moment establish the Shri Guru Gobind Singhji Engineers' Alumni Association (SEAA).

We aim to foster a spirit of loyalty, promote the general welfare, and support the vision and mission of SGGSIE&T. Through this association; we seek to create a robust network of alumni, enhance professional and personal growth opportunities, and contribute to the development of our institution and society at large.

We pledge to uphold the values of integrity, collaboration, and excellence in all our endeavors, ensuring that our collective efforts impact the current and future generations of SGGSIE&T.

Purpose of Alumni Policy

The purpose of the Shri Guru Gobind Singhji Engineers' Alumni Association (SEAA) is to:

Foster Alumni Engagement: Strengthen the bond among alumni, current students, and the institution by creating opportunities for networking, mentorship, and collaboration.

Support Institutional Development: Contribute to the growth and development of SGGSIE&T by providing financial support, resources, and expertise to enhance academic programs, infrastructure, and research initiatives.

Promote Professional Development: Facilitate continuous professional growth of alumni through seminars, workshops, job fairs, and career counseling, thereby enhancing their skills and career prospects.

Enhance Student Experience: Support current students through scholarships, internships, and mentoring programs, ensuring they benefit from the collective knowledge and experience of the alumni community.

Encourage Lifelong Learning: Promote lifelong learning and personal growth among alumni by organizing educational and training programs that address emerging trends and technologies.

Recognize Achievements: Acknowledge and celebrate the accomplishments of alumni, students, faculty, and staff, fostering a sense of pride and belonging within the SGGSIE&T community.

Facilitate Communication: Serve as a communication bridge between the institution and its alumni, ensuring that alumni remain informed and engaged with the latest developments, events, and opportunities at SGGSIE&T.

Contribute to Society: Leverage the collective expertise and resources of the alumni to address societal challenges, engage in community service, and positively impact society.

By fulfilling these purposes, SEAA aims to create a dynamic and supportive network that benefits its members and contributes significantly to the legacy and future success of SGGSIE&T.

Objectives:

- 1. Strengthen Alumni Network:**
- 2. Support Institutional Development:**
- 3. Facilitate Professional and Academic Growth:**
- 4. Recognize and Celebrate Achievements:**
- 5. Promote Lifelong Learning and Communication:**

SEAA Policy:

1. Membership and Procedure of Granting Membership:

A person who meets the criteria outlined in Rule (5) of the society's rules and regulations and fulfills the following conditions can become a member:

- Agrees with the objectives of the association.
- Is at least 21 years old.
- Pays the prescribed membership fee, with honorary members (as per Rule 5-b) being exempt from fees.

The Executive Council reserves the right to accept or reject membership without providing reasons. A majority of the Executive Council members must approve membership rejections.

Types of Membership:

a. Regular Members:

- Alumni (students who have received degrees or diplomas from the Institute or affiliating University).
- Faculty members who have served the Institute for at least one year and paid the life membership charge.

b. Honorary Members:

- Past principals/directors of the Institute and eminent personalities honored by the Institute.
- Individuals of eminence who have contributed significantly to the Institute's development despite not receiving a degree from the Institute.

Process of Membership:

- Interested individuals must apply in writing or register on the association's official website (sggsalumni.in).
- Applications are reviewed by the Executive Council to accept or reject them.
- Alumni from the Institute's inception in 1982 who did not previously become members can join by paying a Rs. 500/- life membership fee.
- Alumni abroad can join as life members by paying the equivalent of Rs. 5000 in USD.

Expiry of Membership:

Membership expires under the following conditions:

- Death
- Insanity
- Non-payment of subscription fees as mentioned in Rules (4) and (5)
- Resignation and its acceptance
- Character default and expulsion by the Executive Council, with written notification to the concerned member.

2. General Meeting, Its Powers, and Activities:

a. General Body Meeting:

- The General Body consists of all association members.
- It holds supreme authority in decision-making regarding amendments to the Constitution and By-laws.
- A mandatory General Body meeting must be held annually, with additional meetings as required.
- The Executive Council organizes these meetings, with a quorum of 3/5th of the total members required.

- The Registrar may call a meeting to elect new office bearers if not convened for two consecutive years.

b. Rights and Duties:

- Accept the association's progress report from the previous year.
- Maintain the association's permanent assets and belongings.
- Appoint auditors for the upcoming year.
- Address any other subjects raised by the Executive Council.
- Approve the income-expenditure statement for activities organized by the Executive Council.
- Approve the budget.

3. Executive Council Meeting and Special General Meeting:

a. Executive Council Meeting:

- Held at least three times a year with seven days' advance notice.
- Requires a quorum of 3/4th of Executive Council members.
- If the quorum is not met, the meeting can be deferred by one hour and reconvened without the quorum requirement.

b. Special General Meeting:

- Convened upon written demand by 2/3rd of total members.
- Special resolutions must be reported to the Registrar within 14 days.
- The Registrar may issue guidelines and advice to the association.

Constitution of the Executive Council:

The Executive Council consists of the following members:

1. President (Ex-officio Director, SGGsIE&T, Nanded)
2. Vice President-I
3. Vice President-II (Distinguished Alumni)
4. Treasurer
5. Secretary
6. Joint Secretary
7. Eleven (11) Members

The number of Executive Council members can be changed with General Body approval. Trustees, if any, are ex-officio members of the committee.

Tenure of the Executive Council:

The tenure is five years. If a new council is not constituted upon the completion of the existing council's tenure, it may continue for up to six additional months with General Body approval. Elections are held every five years by voting in an extraordinary general meeting.

Rights and Duties of the Executive Council:

- Achieve the association's objectives and make necessary arrangements.
- Present constitutional modifications to the General Body for approval and subsequent Registrar approval.
- Undertake any work entrusted by the General Body.
- The President presides over meetings and makes binding decisions.
- The Vice Presidents and Secretary assume the President's duties in their absence and manage meetings.
- The Treasurer maintains accounts and prepares the audited financial statement for the General Body.

Meetings of the Executive Council:

- Held at least three times a year or as needed.
- At least five Executive Council members can call special meetings with written application to the President.
- Decisions from these meetings are binding on all members.

Notice of Executive Council Meeting & Quorum:

- Notice and agenda must be given seven days in advance and acknowledged in the notice book.
- If a quorum is not met, the meeting can be reconvened one hour later without the quorum requirement.

Rules for Election of Executive Council Members:

- Held every five years in an extraordinary general meeting.
- Only registered members (as per Rule 5-a) can contest elections.
- The President's post is held by the ex-officio Director unless decided otherwise by the General Body.
- Executive Council members elect office bearers (except the President).
- An election officer manages the electoral process and declares results.

Vacancy in Executive Council:

- Vacancies are filled by the remaining Executive Council members for the remainder of the term.

Powers and Duties of the Executive Council:

- Implement General Body resolutions.
- Oversee association and chapter operations.
- Appoint and manage employees.
- Maintain and present financial records and progress reports to the General Body.

4. Funds, Income & Investment of the Trust:

- Funds include membership fees, donations, gifts, rewards, government grants, and other sources.

Estimate of Expenditure:

- Initial payments cover local taxes, with the remaining budgeted for acquiring or repairing property and other activities.
- The annual budget includes provisions for each objective, and audited accounts are sent to the Registrar within 14 days of the Annual General Meeting.

Provision for Loans and Deposits:

- No loans or deposits can be taken without the Charity Commissioner's permission.

Provision for Sale or Purchase of Immovable Property:

- Properties are held in the Executive Council's name.
- Acquisition or sale of permanent assets requires Registrar permission and, for income-generating property, Joint Charity Commissioner approval.

Bank Account:

- Funds are deposited in nationalized banks, postal savings, or authorized cooperative banks.
- Transactions require the joint signatures of the Treasurer and either the President or Secretary.

5. Provision to Preserve List of Members:

- Member records are maintained per section 15 of the Society Registration Act 1860 and Rule 18 of the Maharashtra Society Registration Rule 1971.

Provision of Change in Rules and Regulations:

- Changes can be made in a Special General Meeting with a 2/3rd majority of present members.

- Members must be notified of the proposed changes with the meeting notice.

Provision for Change in the Trust's Name and Objectives:

- Written proposals for changes are provided to all members and decided in a Special General Meeting with a 3/5th majority.
- Confirmation requires a second meeting within a month.

Dissolution:

- Dissolution requires a 3/5th majority agreement and completion of liabilities, with the remaining assets transferred to another society as decided.

List of Executive Council Members:

- Maintained in the prescribed format and furnished to the Assistant Registrar within 14 days of the Annual General Meeting.

Information about Employees:

- Details of appointed employees are provided annually to the Assistant Registrar as per section 4(a) of the Society Registration Act 1860 and Rule 8 of the Maharashtra Society Registration Rule 1971.

Disputes:

- The President resolves disputes with General Body authorization.
- Unresolved disputes are referred to the Registrar, whose decision is final.
- The Registrar's final decision resolves Executive Council disputes.

Appendix A

The role and responsibilities

- **President of SEAA**

The role and responsibilities of the President of SEAA, an alumni association, are significant in ensuring the effective functioning and representation of the association. Here's an outline of the typical duties associated with this role:

1. **Leadership:** The President serves as the primary leader of the alumni association, providing vision, direction, and motivation to members and the executive board.
2. **Strategic Planning:** Developing and implementing strategic plans and initiatives to advance the goals and objectives in alignment with its mission.
3. **Representation:** Acting as the official spokesperson and representative of the alumni association in dealings with external stakeholders, including the college or university, other alumni groups, and the broader community.
4. **Presiding Over Meetings:** Chairing meetings of the executive board, general body meetings, and other gatherings of the alumni association, ensuring that discussions are productive and established procedures make decisions.
5. **Decision-Making:** Facilitating decision-making processes within the association, seeking input from members and the executive board, and making informed decisions in the organization's best interest.
6. **Financial Oversight:** Working closely with the Treasurer and executive board to develop and manage the association's budget, ensure financial sustainability, and oversee fundraising efforts.
7. **Event Coordination:** Supporting and overseeing the planning and execution of alumni events, including reunions, networking opportunities, professional development workshops, and fundraising activities.
8. **Conflict Resolution:** Addressing conflicts or disputes that may arise within the association, facilitating communication and negotiation, and seeking resolution fairly and constructively.

- **Vice President**

The Vice President of the SEAA (SGGS Engineers' Alumni Association) holds a crucial role in supporting the President and ensuring the smooth functioning of the association. Here's an overview of the typical responsibilities associated with the role of Vice President:

1. **Assisting the President:** The Vice President works closely with the President, offering support and assistance in various aspects of association management. They may step in to fulfill the President's duties in their absence or when delegated.
2. **Committee Oversight:** Providing oversight and guidance to committees within the association, ensuring that they are effectively carrying out their responsibilities and contributing to the organization's overall mission.
3. **Member Engagement:** Engaging with alumni association members to promote participation, involvement, and a sense of community. The Vice President may lead efforts to reach alumni, solicit feedback, and address member concerns.
4. **Event Coordination:** Assisting in the planning, organizing, and managing alumni events, such as reunions, networking opportunities, professional development workshops, and fundraising activities. The Vice President may lead the coordination of specific events or initiatives.
5. **Representation:** Representing the alumni association at events, meetings, or functions when required, acting as an ambassador for the organization and promoting its interests and activities to external stakeholders.
6. **Collaboration and Networking:** Building and maintaining relationships with alumni, college administration, faculty, and other relevant individuals or organizations to foster collaboration, support, and opportunities for the association and its members.
7. **Promotion and Marketing:** Supporting efforts to promote the activities, achievements, and initiatives of the alumni association through various channels, including newsletters, social media, and alumni publications.
8. **Succession Planning:** Assisting in mentoring and supporting incoming leaders and executive board members, facilitating smooth transitions, and ensuring continuity of leadership within the alumni association.

- **Secretary of the SEAA**

The Secretary of the SEAA (SGGS Engineers' Alumni Association) is entrusted with various administrative and organizational responsibilities crucial for the smooth functioning of the association. Here's an outline of the typical role and responsibilities associated with the Secretary position:

1. **Record-Keeping:** Maintain accurate and up-to-date records of the alumni association, including membership lists, meeting minutes, correspondence, and other official documents.
2. **Communication:** Serve as a primary point of contact for internal and external communication. This includes disseminating information to members, responding to inquiries, and facilitating communication between the executive board, committees, and other stakeholders.
3. **Meeting Coordination:** Coordinate and schedule meetings of the executive board, general body meetings, and other alumni association gatherings. Prepare agendas, distribute meeting materials, and record minutes to document discussions, decisions, and action items.
4. **Correspondence:** Draft and distribute official correspondence on behalf of the association, including announcements, newsletters, and meeting notices. Ensure timely communication with members and stakeholders.

5. **Membership Management:** Oversee the membership process, including new member applications, renewals, and updates to membership records. Maintain a database of current and past members, ensuring confidentiality and compliance with data protection regulations.
6. **Event Planning Support:** Assist in the planning, organizing, and managing alumni events, such as reunions, networking opportunities, and fundraising activities. Coordinate logistics, handle RSVPs, and provide administrative support as needed.
7. **Document Management:** Maintain the official documents and records of the alumni association, including the constitution, bylaws, and policies. Ensure that all documents are kept secure and accessible.
8. **Financial Administration:** Work closely with the Treasurer to manage financial records, including budgets, expenditures, and dues collection. Keep accurate financial records and assist with financial reporting as required.
9. **Committee Support:** Provide administrative support to committees within the association, including scheduling meetings, distributing materials, and recording minutes. Facilitate communication and collaboration among committee members.
10. **Legal Compliance:** Ensure compliance with relevant laws, regulations, and policies governing nonprofit organizations, including maintaining registration and reporting requirements with appropriate government agencies.
11. **Archiving and Documentation:** Maintain an organized system for archiving historical documents, photos, and memorabilia related to the alumni association's activities and achievements.
12. **Transition and Succession Planning:** Work with incoming officers and executive board members to facilitate a smooth transition of responsibilities. Provide training and support to ensure continuity in association operations.

- **Joint Secretary**

The Joint Secretary of the SEAA (SGGS Engineers' Alumni Association) shares responsibilities with the Secretary and assists in various administrative tasks to ensure the smooth functioning of the association. Here's an outline of the typical role and responsibilities associated with the Joint Secretary position:

1. **Assisting the Secretary:** Work closely with the Secretary to support administrative functions, including record-keeping, communication, and event coordination.
2. **Meeting Coordination:** Assist in scheduling and organizing executive board meetings, general body meetings, and other association gatherings. Help prepare agendas, distribute meeting materials, and record minutes when necessary.
3. **Communication:** Aid in managing internal and external communication channels on behalf of the association. Assist in responding to inquiries, disseminating information to members, and facilitating stakeholder communication.
4. **Membership Management:** Assist in managing the membership process, including processing new member applications, updating membership records, and maintaining a database of current and past members.
5. **Event Planning Support:** Provide support in planning, organizing, and managing alumni events, such as reunions, networking opportunities, and fundraising activities. Assist with logistical arrangements, RSVP tracking, and on-site coordination.
6. **Document Management:** Help maintain official documents and records of the association, including the constitution, bylaws, meeting minutes, and policies. Ensure that documents are kept organized and accessible to authorized individuals.

7. **Financial Administration:** Collaborate with the Treasurer to manage financial records, including budgets, expenditures, and dues collection. Assist in maintaining accurate financial records and supporting financial reporting as needed.
8. **Committee Support:** Provide administrative support to committees within the association, including scheduling meetings, distributing materials, and assisting with committee projects or initiatives.
9. **Event Promotion:** Assist in promoting alumni events and activities through various communication channels, such as newsletters, social media, and alumni networks. Help generate interest and participation among members.
10. **Transition and Succession Planning:** Work with incoming officers and executive board members to ensure a smooth transition of responsibilities. Provide training and support to new office-bearers to facilitate continuity in association operations.
11. **Special Projects:** Take on specific projects or initiatives as assigned by the executive board or President. Contribute to developing and implementing strategic initiatives to advance the association's goals.
12. **Collaboration and Networking:** Build and maintain relationships with alumni, college administration, faculty, and other stakeholders to foster collaboration, support, and opportunities for the association and its members.

- **Treasurer**

The Treasurer of the SEAA (SGGS Engineers' Alumni Association) plays a critical role in managing the association's financial affairs. Below are the typical roles and responsibilities associated with the Treasurer position:

1. **Financial Management:** Oversee all financial transactions and maintain accurate records of the association's finances, including income, expenditures, assets, and liabilities.
2. **Budgeting:** Develop annual budgets in collaboration with the executive board, outlining projected income and expenses for the fiscal year. Ensure that budget allocations align with the association's strategic goals and priorities.
3. **Financial Reporting:** Prepare regular financial reports, including income statements, balance sheets, and cash flow statements, to provide transparency and accountability to the executive board and members.
4. **Dues Collection:** Coordinate the collection of membership dues, donations, and other sources of income. Maintain records of dues payments and ensure timely invoicing and follow-up with members as needed.
5. **Banking and Account Management:** Manage the association's bank and investment accounts, including deposits, withdrawals, transfers, and reconciliations. Ensure that funds are safeguarded and managed responsibly.
6. **Expense Management:** Review and approve expenditures by the association's budget and financial policies. Ensure that expenses are authorized, documented, and allocated correctly.
7. **Financial Planning:** Provide financial analysis and recommendations to support strategic decision-making by the executive board. Identify opportunities to improve economic efficiency and sustainability.
8. **Audit and Compliance:** Coordinate the annual audit or financial review process, ensuring compliance with relevant laws, regulations, and accounting standards. Prepare necessary documentation and liaise with auditors or financial advisors as required.
9. **Fundraising and Grant Management:** Support fundraising efforts and grant applications to generate additional revenue for the association. Maintain records of fundraising activities and ensure compliance with donor requirements.

10. **Tax Compliance:** Ensure compliance with tax regulations and reporting requirements applicable to nonprofit organizations. File necessary tax returns and documents promptly, seeking professional assistance if needed.
11. **Financial Policies:** Develop and implement economic policies and procedures to guide the association's financial operations, including guidelines on expense reimbursement, financial controls, and investment strategies.
12. **Risk Management:** Identify and mitigate financial risks facing the association, such as fraud, theft, or economic mismanagement. Implement internal controls and safeguards to protect the association's assets and reputation.
13. **Communication and Transparency:** Communicate financial information and updates to the executive board, members, and stakeholders clearly and transparently. Respond to inquiries and provide financial guidance as needed.
14. **Succession Planning:** Work with incoming officers and executive board members to ensure a smooth transition of financial responsibilities. Provide training and support to new office-bearers to ensure continuity in financial management.

- **Members of the Executive Council of the SEAA**

Members of the Executive Council of the SEAA (SGGS Engineers' Alumni Association) play essential roles in the association's governance, management, and strategic direction. Here are the typical roles and responsibilities associated with members of the Executive Council:

1. **Strategic Planning:** Participate in developing the association's strategic plan, setting goals, objectives, and priorities to advance the mission and vision of the association.
2. **Policy Development:** Contribute to the development and review of policies, procedures, and bylaws governing the operations and activities of the association. Ensure alignment with legal requirements and best practices.
3. **Decision-Making:** Attend executive council meetings and actively participate in discussions, deliberations, and decision-making processes on matters affecting the association, including budget approval, program development, and policy changes.
4. **Financial Oversight:** Provide oversight of the association's finances, including reviewing financial reports, monitoring budgetary performance, and ensuring compliance with financial policies and controls.
5. **Committee Leadership:** Chair or serve on committees established by the executive council to address specific issues or initiatives, such as fundraising, membership, events planning, or strategic planning.
6. **Membership Engagement:** Engage with association members to understand their needs, interests, and concerns. Serve as ambassadors for the association, promoting membership growth, retention, and activity participation.
7. **Community Outreach:** Represent the association in the broader community, building relationships with alumni, college faculty, administrators, and external stakeholders. Seek opportunities for collaboration and partnership.
8. **Event Planning and Management:** Assist in planning, organizing, and managing alumni events, such as reunions, networking opportunities, and professional development workshops. Help coordinate logistics, secure sponsorships, and promote attendance.
9. **Fundraising and Development:** Support fundraising efforts to generate revenue for the association's programs, activities, and initiatives. Identify potential donors, sponsors, and grant opportunities and assist in soliciting contributions.

10. **Advocacy and Public Relations:** Advocate for the interests of alumni and the association, both internally and externally. Communicate the value and impact of alumni engagement to key stakeholders and the broader community.
11. **Governance and Compliance:** Ensure compliance with legal and regulatory requirements governing nonprofit organizations, including adherence to the association's constitution, bylaws, and policies.
12. **Succession Planning:** Mentor and support incoming executive council members to ensure a smooth leadership transition and continuity in association operations. Share institutional knowledge and best practices.
13. **Communication and Transparency:** Communicate regularly with association members, providing updates on council activities, decisions, and initiatives: Foster transparency, accountability, and open dialogue within the association.
14. **Evaluation and Assessment:** Participate in the review of the association's programs and activities, assessing their effectiveness and impact. Use feedback and data to inform future planning and decision-making.

- **The Head of Department (HOD) at SGGS Institute of Technology**

The Head of Department (HOD) at SGGS Institute of Technology plays a crucial role within the SEAA (SGGS Engineers' Alumni Association) in fostering collaboration between the academic institution and its alumni association. Here are some key responsibilities of the HOD within the SEAA alumni association:

1. **Liaison between the Institute and the Alumni Association:** Act as a primary point of contact between the SGGS Institute of Technology and the SEAA alumni association, facilitating communication and collaboration between the two entities.
2. **Promotion of Alumni Engagement:** Encourage current students, faculty, and alumni to actively participate in the alumni association's activities, events, and initiatives. Promote the benefits of alumni engagement for professional networking, mentorship, and career development.
3. **Facilitation of Alumni Outreach:** Support efforts to reach out to alumni, maintain alumni databases, and facilitate alumni networking opportunities. Provide alumni with updates on institute developments, achievements, and opportunities for involvement.
4. **Participation in Alumni Events:** Attend alumni events, reunions, and networking functions organized by the SEAA alumni association. Engage with alumni to strengthen relationships, gather feedback, and foster a sense of community among past and present members of the Institute.
5. **Support for Alumni Initiatives:** Assist the SEAA alumni association in the planning, promoting, and executing alumni initiatives, such as mentorship programs, career fairs, and guest lectures. Provide resources, facilities, and logistical support as needed.
6. **Recognition of Alumni Achievements:** Acknowledge and celebrate the achievements and contributions of alumni to the Institute and the broader community. Recognize outstanding alumni through awards, honors, or other forms of recognition.
7. **Collaboration on Academic Programs:** Collaborate with the SEAA alumni association on initiatives related to academic programs, curriculum development, and student support services. Seek input from alumni on industry trends, skill requirements, and educational opportunities.
8. **Facilitation of Industry Partnerships:** Leverage alumni connections and networks to facilitate industry partnerships, internships, and student job placements. Seek opportunities for industry collaboration, research projects, and professional development programs.
9. **Advocacy for Alumni Interests:** Advocate for alumni interests, concerns, and priorities within the Institute's administration, faculty, and governing bodies. Ensure that alumni perspectives are considered in decision-making processes and strategic planning efforts.

10. **Contribution to Alumni Governance:** Provide input and guidance to the SEAA alumni association on governance, policy development, and organizational structure matters. Share insights and best practices to enhance the effectiveness and sustainability of the association.

- **Faculty members at SGGS Institute of Technology**

Faculty members at SGGS Institute of Technology play an integral role within the SEAA (SGGS Engineers' Alumni Association) in various capacities. Here are some key roles and responsibilities of faculty members within the SEAA alumni association:

1. **Advisory Role:** Faculty members can serve as advisors to the SEAA alumni association, providing guidance, expertise, and institutional knowledge to support the association's activities, programs, and initiatives.
2. **Engagement and Networking:** Faculty members can actively engage with alumni, participating in alumni events, reunions, and networking functions organized by the SEAA. They can help facilitate connections between alumni, students, and other academic community members.
3. **Mentorship and Career Guidance:** Faculty members can offer mentorship and career guidance to alumni, sharing insights, advice, and resources to support their professional development and advancement in their respective fields.
4. **Alumni Outreach and Relations:** Faculty members can assist in alumni outreach efforts, helping to maintain alumni databases, communicate with alumni, and promote participation in the association's activities and events.
5. **Support for Alumni Initiatives:** Faculty members can support alumni initiatives and projects, such as mentorship programs, guest lectures, and professional development workshops. They can provide expertise, resources, and logistical support to help ensure the success of these initiatives.
6. **Recognition of Alumni Achievements:** Faculty members can recognize and celebrate the achievements and contributions of alumni to the Institute and the broader community. They can nominate alumni for awards, honors, and other forms of recognition.
7. **Collaboration on Academic Programs:** Faculty members can collaborate with the SEAA alumni association on initiatives related to academic programs, curriculum development, and student support services. They can seek input from alumni on industry trends, skill requirements, and educational opportunities.
8. **Facilitation of Industry Partnerships:** Faculty members can leverage alumni connections and networks to facilitate industry partnerships, internships, and student job placements. They can help forge relationships with employers and industry professionals to create opportunities for students and alumni alike.
9. **Advocacy for Alumni Interests:** Faculty members can advocate for alumni interests, concerns, and priorities within the Institute's administration, faculty, and governing bodies. They can ensure that alumni perspectives are considered in decision-making and strategic planning efforts.
10. **Contribution to Alumni Governance:** Faculty members can contribute to the governance of the SEAA alumni association by serving on committees, task forces, or advisory boards. They can help shape the direction and priorities of the association, ensuring that it remains aligned with the needs and interests of its members.

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