

INDORE INSTITUTE OF PHARMACY

Additional Data Index Criteria 5.4.1

Metric No 5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services.

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रूप क्रमांक 2
(देखिये नियम 7)
मध्य प्रदेश शासन



सोसायटी के रजिस्ट्रीकरण का प्रमाण पत्र

क्रमांक 03/27/01/24187/22

यह प्रमाणित किया जाता है कि एल्यूमिनाई एसोसिएशन ऑफ इन्दौर इंस्टीट्यूट ऑफ फार्मेसी, सोसायटी जो आय.आय.एस.टी. केम्पस आय.अ.य.एम. के सामने पीथमपुर रोड राऊ जिला इन्दौर तहसील इन्दौर जिला इन्दौर में स्थित है, मध्यप्रदेश सोसायटी रजिस्ट्रीकरण अधिनियम, 1973 (सन् 1973 का क्रमांक 44) की धारा के अधीन तारीख 13 अप्रैल 2022 को रजिस्ट्रीकृत की गई है।

दिनांक 13 अप्रैल 2022

सोसायटियों के रजिस्ट्रार

Signature valid

Signed by: Assistant Registrar
on 4/13/2022 12:49:22 PM



Indore Institute of Pharmacy

IIP Alumni Association Memorandum and By-laws of the Association

About IIP

Indore Institute of Pharmacy (IIP), Indore is one of the premier institutions for pharmaceutical education and research in Madhya Pradesh. The college was started in the year 2004 and is affiliated to Rajiv Gandhi Proudyogiki Vishwaviyalaya, Bhopal and approved by All India Institute of Technical Education (AICTE), and Pharmacy Council of India (PCI), New Delhi. The institute offers diploma (D.Pharm.), undergraduate (B.Pharm.) and Post Graduate programs (M. Pharm. in Pharmaceutics & Quality Assurance).

Name of the Association: The Association shall be named as the "IIP Alumni Association".

Registered Office: The office of the Association shall be located within the IIST campus. The Association will thus operate from the campus.

Definition

- a. Alumni: The Former students of IIP
- b. Association: Alumni association of IIP
- c. Society: **IIP Alumni Association.**
- d. Registered Office: IIP Campus.
- e. Objectives: It is specified in memorandum of association
- f. Executive council-The executive council means a council whose name have been specified body of the appointed after every two years.
- g. Member of association. - An individual who becomes member of the association as



per various rules and regulations with due approval from executive council.

- h. Executive committee meeting: -Meeting of all the members of the executive council of the society.
- i. Institute –Indore Institute of management and Research.
- j. Annual General Meeting: The annual general meeting of all the members of the society.

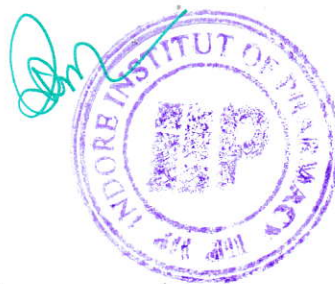
Memorandum of Association

1. Name of Society: **IIP Alumni Association**

2. Address: IIP Campus

3. Aim and Objectives

- 1. To bring the former students of the IIP under one forum for the exchange of experience and knowledge with other students of the department.
- 2. To encourage the old students to interact with present students in this institute and involve older students in the present activities of the institute.
- 3. To promote unity among alumni to foster mutually beneficial relationships and connections amongst alumni and Institute
- 4. To promote best practices in different areas of management, commerce, humanities and social sciences for the benefit of the society.
- 5. To provide a dynamic forum that helps to link between the “Alma Mater” (Indore Institute of Management and Research) and the “Alumni” (the pass out students).
- 6. To provide a platform for interaction between alumni, present students, faculty of the college and college administration.
- 7. To help in improve the facilities and infrastructure of the college with the help of active participation of the alumni.



8. To provide guidance to the present students in their endeavour for better employment and higher studies.
9. To organize cultural and educational programs and also to conduct Alumni Day celebrations
10. Develop and implement programs to create awareness of the Association among new graduates and current students and encourage them to become active alumni.
11. To contribute to the Institute's vision of being recognized among the world's leading institutions in academics, research, outreach, and innovation
12. To make available the expertise and experience of the alumni for the development of research and educational activities of the college.
13. To promote the campus placements through the old students working in reputed industries in India and abroad
14. To arrange guest lecture and training classes to the students studying in the college and to upgrade managerial skills of the members
15. To get the valuable advices of the Alumni in the overall development of the college
16. To arrange seminars, debates, workshops and also to arrange cultural and social welfare programs

4. List of Governing Council: - We the undersigned Governing Council members are forming a society namely IIP alumni association in pursuance of this memorandum of the society.



Sl. No.	Name & Address (Shri/Smt.)	Occupation	Signature
1.	Komal Mahajan		
2.	Deepika Bhawsar		
3.	Shivam Kumar Pandey		
4.	Aman Yadav		
5.	Padma Jain		
6.	Taha Hakimi		
7.	Rohit Solanki		
8.	Mehzabeen Kacchhawala		
9.	Aman Singh		



Framework of Bye- Laws of IIP Alumni Association

Membership

Eligibility: Any UG and PG students who successfully obtains degree from the College are eligible to become members of the Association.

Membership fee

- a. Students who seek membership in the Association shall make a formal application in the prescribed form to the Secretary along with prescribed fee. The application is considered by the Executive, whose decision shall be final, in all respects.
- b. The Membership fee and/or any other fee payable by the member of the association shall be fixed by the association from time to time.
- c. Membership fee and such other fee paid to the association shall not be refundable.
- d. The membership fee will be Rs 100/-

Termination of membership

- a. A member may resign from the association, by tendering his resignation in writing to the Secretary. The resignation will come into effect when accepted by the executive committee.
- b. He shall not be entitled to any refund of the membership fee or the contributions made to the association.
- c. For default of subscription members may be removed from the association by the Executive after having served a notice of removal and having given adequate time for clearing the same.
- d. Members can be removed on grounds of undesirable conduct. The Executive Committee shall have the power to terminate a member for willful disregard to the Association rules or misconduct, on provided the member concerned gives an acceptable explanation for his / her misconduct.



Management: The Association shall consist of two bodies: The General Body and the Executive Committee

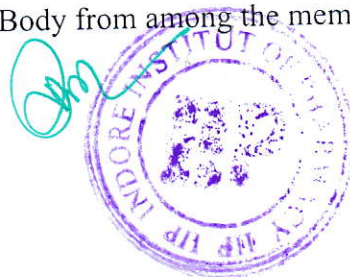
a. General Body:

The General Body consists of all registered members and shall meet at least once in a year. It has the authority to consider and decide all matters related to the Association and provide a broad policy framework towards the functioning of the Association.

- i. Deliberations made in meeting shall be limited to them, and decisions made shall be final and binding on all members.
- ii. Any meeting of the General Body shall require a minimum of one tenth of the total membership in order to form the quorum for the meeting
- iii. The General Body shall have the authority to consider and decide all matters related to the Association and provide a broad policy framework towards the functioning of the Association
- iv. The General Body shall meet at least once a year and in any instance not later than 15 months, since the previous General Body.
- v. The Annual General Body shall transact the following items in Agenda under the chairmanship of the President/Vice President.
 - Minutes of the previous meeting
 - Annual report of activities
 - Audited statement of Accounts.
 - Other items for which notice had been given.
 - Election to the Executive Committee.
 - Any other matter with the permission of the Chairman.

b. Executive Committee

The Association shall be managed and governed by an Executive Committee members, elected by the General Body from among the members of the association.



- i. The Members of the Executive Committee including Life members and founder life members and they shall hold office for a period of two years.
- ii. The Executive Committee shall have power to consider all communications addressed to the Association.
- iii. To plan and implement various activities of the association and to incur necessary expenses
- iv. If any vacancy arises in any post on account of resignation, death etc., the Executive Committee may nominate any person to such post from among the members of the Executive Committee. Such nominated persons shall hold office till the next election of the Executive Committee.
- v. The tenure of the Executive Committee shall be for three years
- vi. The Executive Committee shall prepare and submit annual reports, including balance sheets, audited accounts / statements of income and expenditure
- vii. The Executive shall be composed of the following officer bearers:
 - The President
 - The vice President
 - Join secretary
 - The Treasurer
 - The patron, Director, teaching and non-teaching staff representatives will be Ex-Officio.

Association Year.

The academic Year will be considered as the alumni Association year that is from 1st of July to 30th of June.

Functions and Powers the Executive Committee.

- a. The Executive shall direct and regulate the general affairs of the Association.
- b. It Shall Frame, alter rules for the maintenance and administrations of the Association, subject to the approval of the Annual General Body meeting.



- c. It shall appoint committees, sub committees, standing committees as necessary.
- d. It shall represent the Association to any Public Bodies including Government.
- e. It shall consider and decide on applications for admissions and resignations.
- f. It shall raise money in such manner as the Association may think fit and collect donations.
- g. It shall meet at least once in two months.
- h. It shall pass the minutes of the previous meeting, pass the accounts since the last meeting and the matters proposed in the agenda.
- i. It shall cast votes by show of hands, in the event of a tie the President shall have the casting vote.
- j. Its quorum shall be five. If the quorum is not obtained in 30 minutes from the appointed time the meeting shall be adjourned.

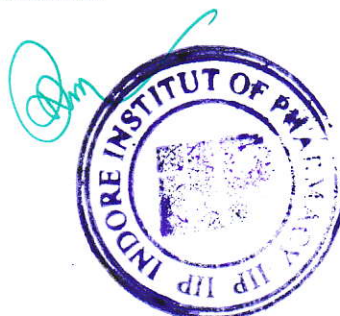
Duties and Responsibilities of the Officer Bearers.

Patron

All matters of dispute shall be referred to the patron and his / her decision shall be final and binding on all parties.

President

- i. He shall be the Chairman for the General Body and the Executive.
- ii. He shall guide and control the activities of the Association.
- iii. He shall regulate the proceedings of the meetings and conferences, interpret the rules and regulations, decide doubtful points and where necessary exercise a casting vote. If he fails to give his casting vote, the motion shall be invalid.
- iv. No bar shall be placed on a member contesting and holding the office for more than once but not more than two terms in succession.



v. He shall have the power to operate the bank Accounts along with the Treasurer.

Vice-President

- i. In the absence of the President he shall officiate/chair the meeting.
- ii. In the event of resignation, transfer or demise of the President, he shall be elevated as President by the executive Committee.
- iii. He shall assist the President, in the discharge of his responsibilities and duties.
- iv. No bar shall be placed on his re-election to the office.

Secretary

- i. He shall be responsible for the conduct of the day affairs of the Association and shall be in charge of the Association Office.
- ii. He shall carry and conduct all correspondence.
- iii. He shall in conjunction with the Treasurer, supervise the accounts, pass all bills for payments and sign cheques
- iv. He shall together with the Treasurer prepare the half-yearly and annual statement of accounts, duly audited for presentation to the Executive and the General Body.
- v. He shall prepare the Annual Budget and get it passed by the Executive.
- vi. He shall organize, arrange and convene meeting, conference and the like.
- vii. He shall be the Ex-officio member of all constituted committees of the Association.
- viii. He shall maintain an up-to date Register of the members of the Association.
- ix. He shall process all applications and complaints and place them before the executive for discussion and approval.
- x. He shall take up any other duty, incidental or contingent to the upkeep of the Association.
- xi. No bar shall be placed in his re-election to the same office, but not more than two terms in succession.



xii. He shall represent the Association in any forum.

Treasurer

- i. He shall receive and collect all money of the Association and deposit them in a bank approved by the executive, in the name of the Association. The account shall be jointly operated by the Treasurer and Secretary/President. Transfer of money to fixed deposits will be on the decision of the Executive in the name of the Association.
- ii. He shall be responsible for the collection of subscription of members.
- iii. He shall be dispose of the bills, for payment as sanctioned by the Secretary.
- iv. He shall be responsible for keeping up to accounts.
- v. He shall get the accounts audited.
- vi. he shall prepare the annual balance sheet, for adoption in the annual general body meeting through the Secretary.
- vii. He shall have the right to point out, and refer back to the Secretary, payment that are erroneous, or prejudicial to the financial aspects of the Association.

Joint Secretary

- i. He/She shall assist the secretary in the discharge of his responsibilities and duties.
- ii. In the absence of the Secretary he has to perform all the duties of the secretary.

The Executive Members:

- i. There shall be 20 Executive Members.
- ii. As far as possible there shall be representation from different year.
- iii. They shall participate in all the Executive meeting. They shall work for the groht of the Association, by way of new enrollments, financial assistance, raising of funds, etc. They shall ensure the effective participation from of the members.
- iv. They shall assist the treasurer on a regional basis in collection of subscriptions.
- v. A member who is absent in three Consecutive meetings without valid reasons or



formal leave

Rights and Privileges of the Members

Every Member

- a. Shall have one vote at every meeting.
- b. Shall be entitled to participate in the meetings of the General Body.
- c. Shall have right to inspect the books of accounts, minutes of proceedings of the General Body meeting by giving reasonable notice.
- d. Shall be bound by the rules and regulations and/or bye-laws which may be framed from time to time.
- e. To administer the oath of office and loyalty to the Association and its constitution

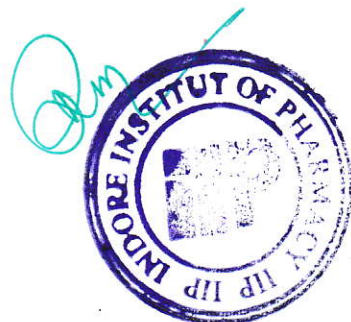
Funds of the Association:

- a. The Funds of the Association are those funds that are brought into the accounts of the Association.
- b. The fund shall be utilized for achieving the objectives mentioned above.
- c. The EC has the authority to plan for the use of the fund.
- d. The accounts of the Association shall be audited at least once a year by an Auditor, who will be appointed by the General Body.
- e. The auditor shall examine the Annual Statement of Accounts. He/she shall have access to accounts, vouchers and other records during the audit process.
- f. An independent report shall be submitted by the auditor to the EC for placing it to the General Body
- g. The Funds or the income of the Association may be derived from the following sources.
 - i. Membership fee
 - ii. Special contributions made by the College/members
 - iii. Donations received

Amendments



Any of the provisions of the By-laws may be amended by two-third majority of the members present and voting at the General Body meeting of the Association



Registered Alumni Association that contributes significantly to the development of the institution

The Indore Institute of Pharmacy started its journey in the year 2004 in an incredibly spacious and lush green campus of around 50 acres. The institute is affiliated to Ragiv Gandhi Proudyogiki Vishwavidhalaya, Bhopal and approved from Pharmacy Council of India and All India Council for Technical Education. The institute is duly recognized by University Grant Commission (UGC), New Delhi under section 2 (F).

Since the very beginning the institute is committed to provide the quality education among its students and make them global citizen. The institute makes a very lively contact with its existing and pass out students. Recently the institute made a formal move by getting its Alumni association registered as 'Alumni Association of Indore Institute of Pharmacy Society' on 13th April, 2022.

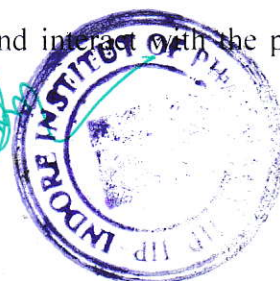
The Alumni Association acts as a link between the "Alma Mater" and the "Alumni". It is moving ahead, with selfless intentions for the growth and development of the institute and the students. The association provides a platform for interaction between alumni, present students, faculty of the institute and institute administration. It has contributed significantly through non-financial means during the last five years to improve the facilities and infrastructure of the college with the help of the active participation of the alumni.

Various social welfare and awareness activities organized by the institute such as Swachata Abhiyan, Tree plantation, Blood Donation Camp, Covid Vaccination drive and many more were implemented to create self-reliance among the present students and especially the poor and the needy.

They have provided career and vocational guidance for professional and career development. The members of the Association get every type of possible assistance.

Contribution by the Alumni

- Alumni share their experience of taking higher education from the particular institute or university.
- Pass out students visit the college on regular intervals and interact with the present students about industrial opportunities and challenges



- They also take sessions on latest innovations
- They help the existing students in preparing for the interview
- Alumni do guide the students time to time for placements.

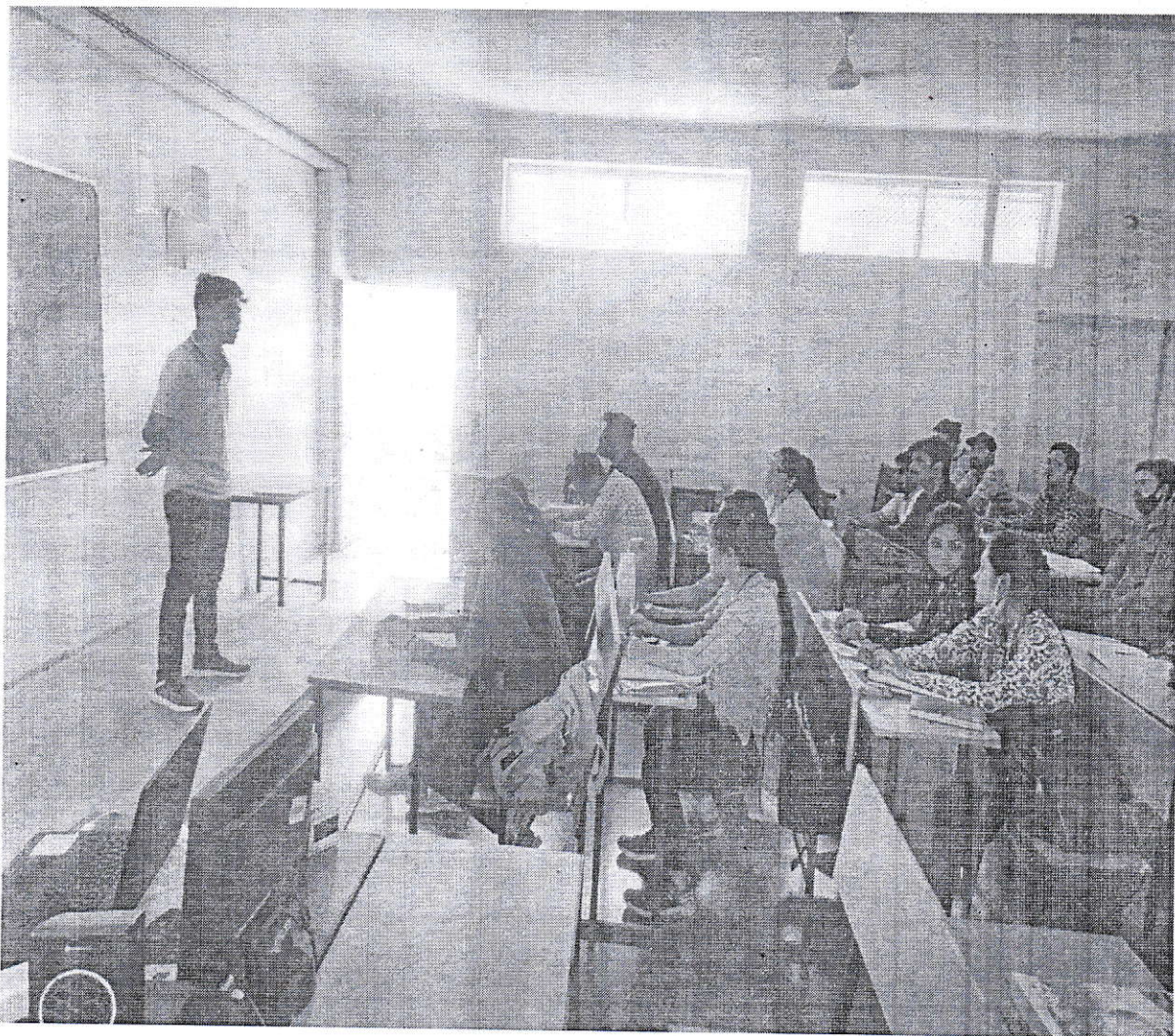

Principal
Indore Institute of Pharmacy,
INDORE (M.P.)



Date: 9th May, 2022

Alumni – Student Interaction

Mr Shubham Sharma a meritorious student of Indore Institute of Pharmacy, passed out in the year 2020. He is presently pursuing his M. Pharm in Formulation and Development from Chnadigarh University, Punjab. Since he cracked the Gpat exam to get admission in the university, he shared his experience of preparation for the competition exams.



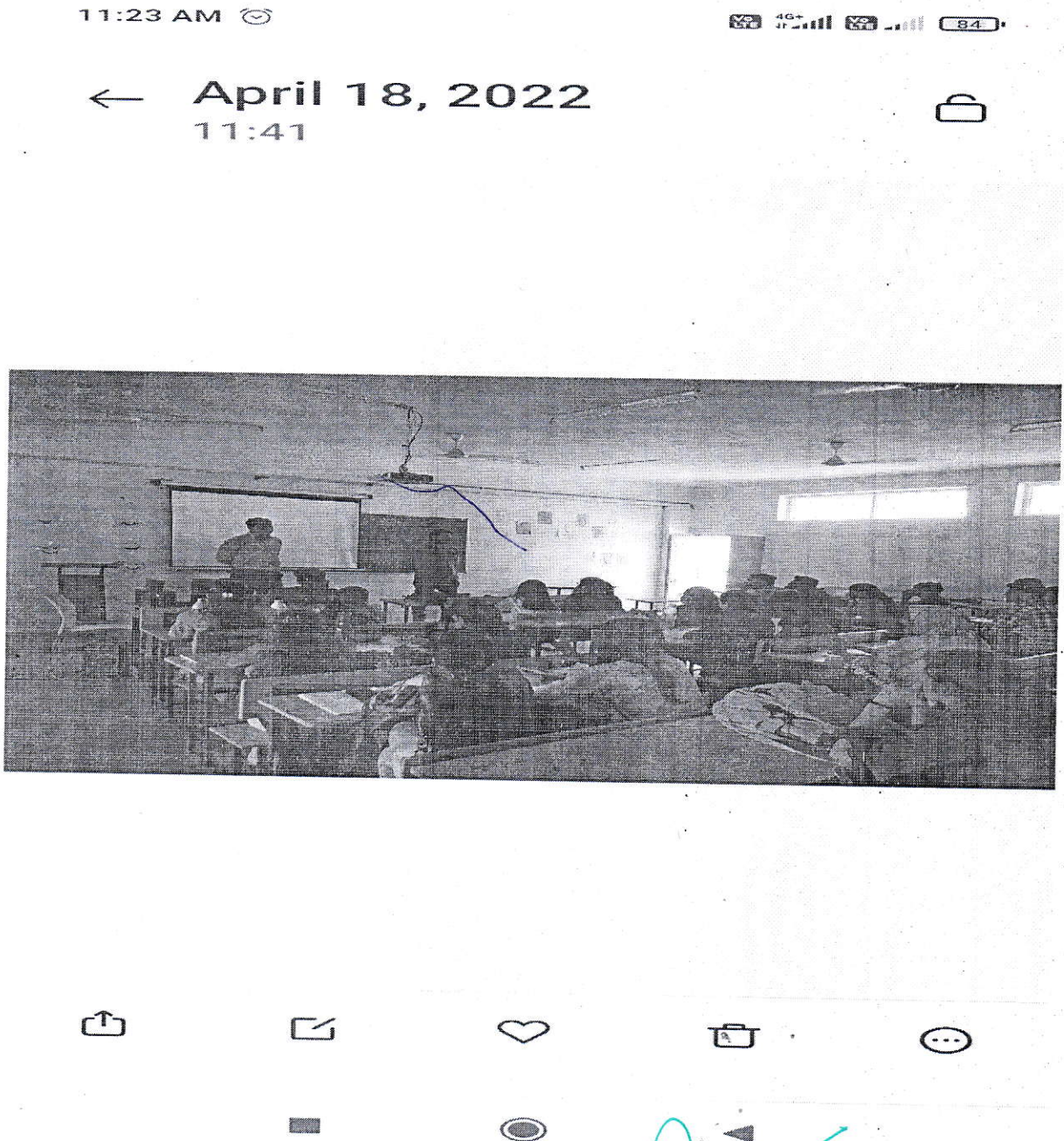
Mr. Shubham Sharma guiding students for competitions exams



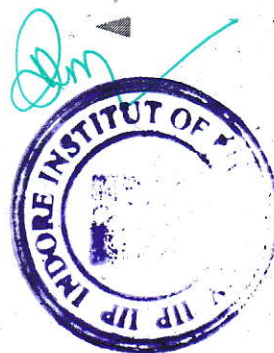
Date: 18th April, 2022

Alumni – Student Interaction

Mr Shubham Mali working with Astral Pharma as a Marketing executive. Passed B. Pharm from Indore Institute in the year 2020. He spoke to the existing final year students about the ways to sail through the process of recruitment without much friction.



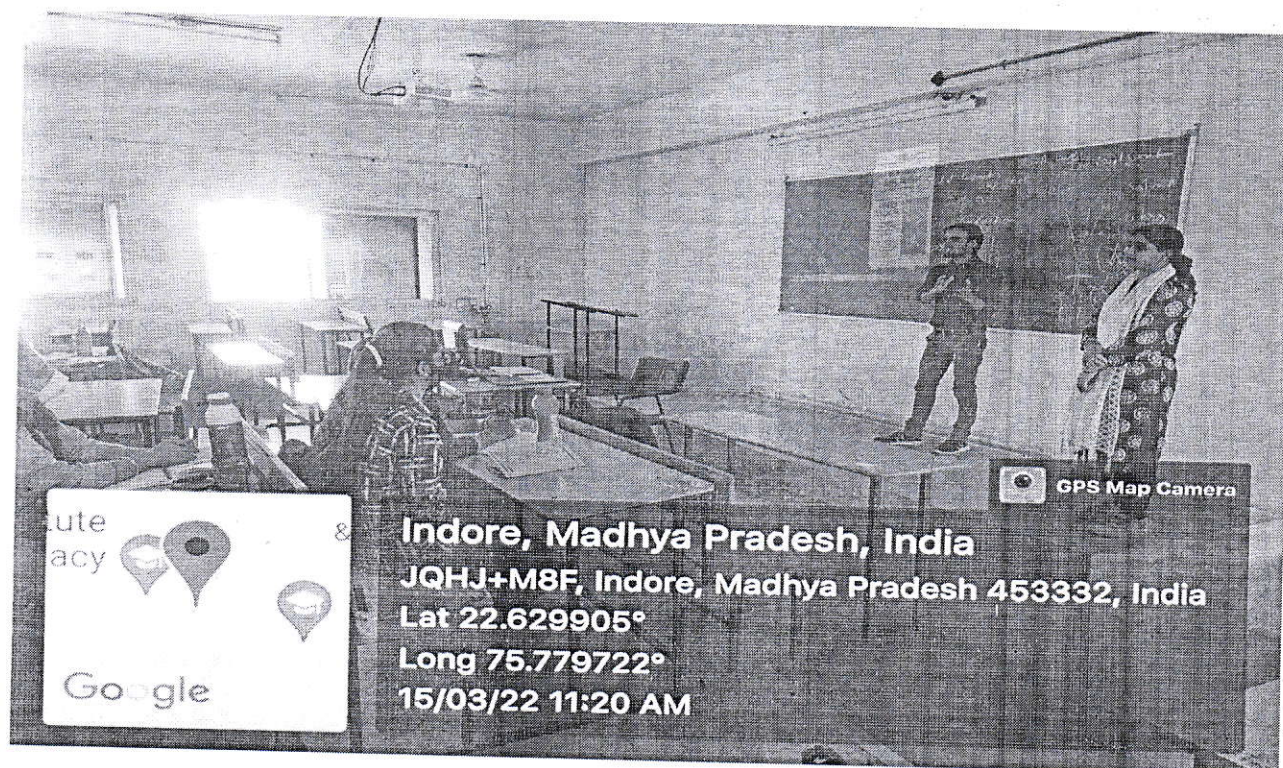
Mr. Shubham Sharma interacting with the students



Date: 15th March, 2022

Alumni – Student Interaction

Mr Amit Pandey working with Ipca Laboratories as a Production Executive spoke about his experience as a student as Indore Institute of Pharmacy. He told students that what is importance of making right choices in life and importance of setting goals in life.



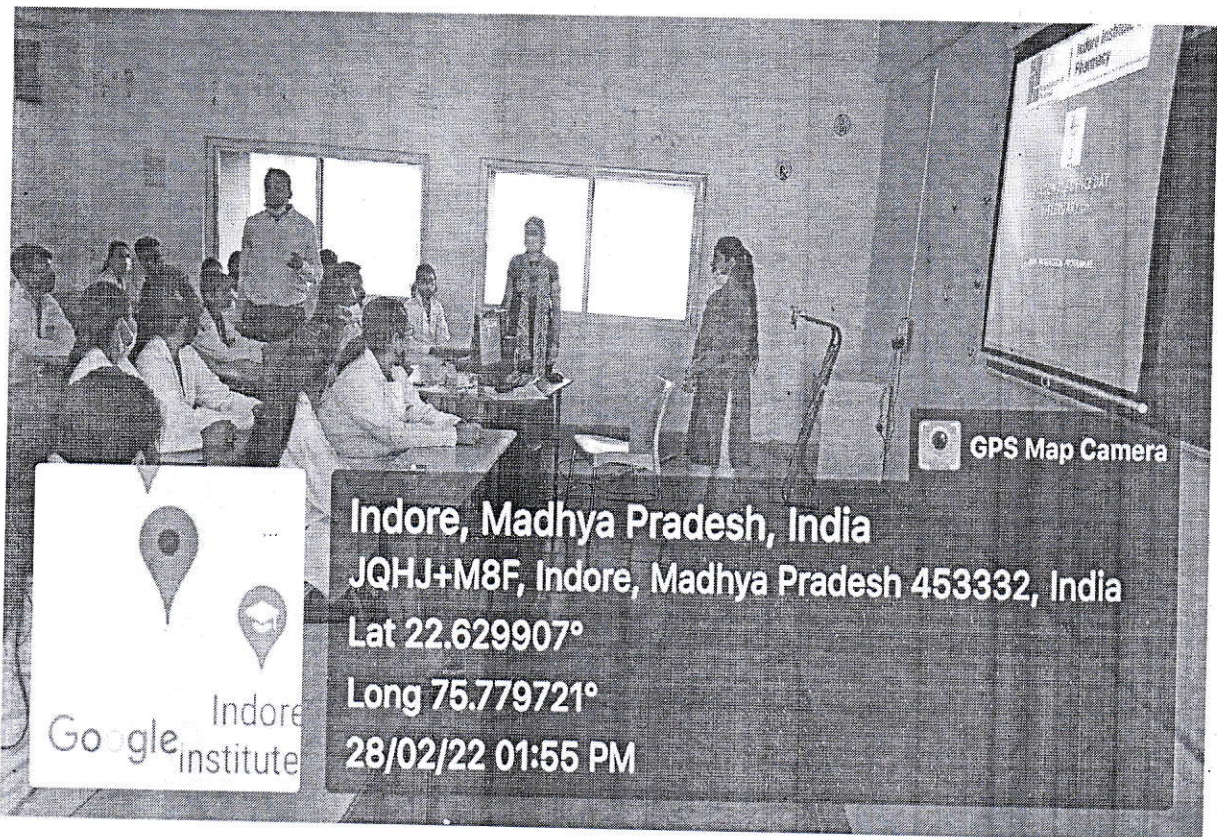
Mr. Amit Pandey interacting with students



Date: 28th February, 2022

Alumni – Student Interaction

Ms. Varsha Patidar who did her B. Pharm and M. Pharm in Pharmaceutics, presently working in 'Samkem Pharma' on the post of QC executive, talked about the problem a candidate faces while reach the actual ground of work and guided students to prepare accordingly so that they may not face much hurdles in future.



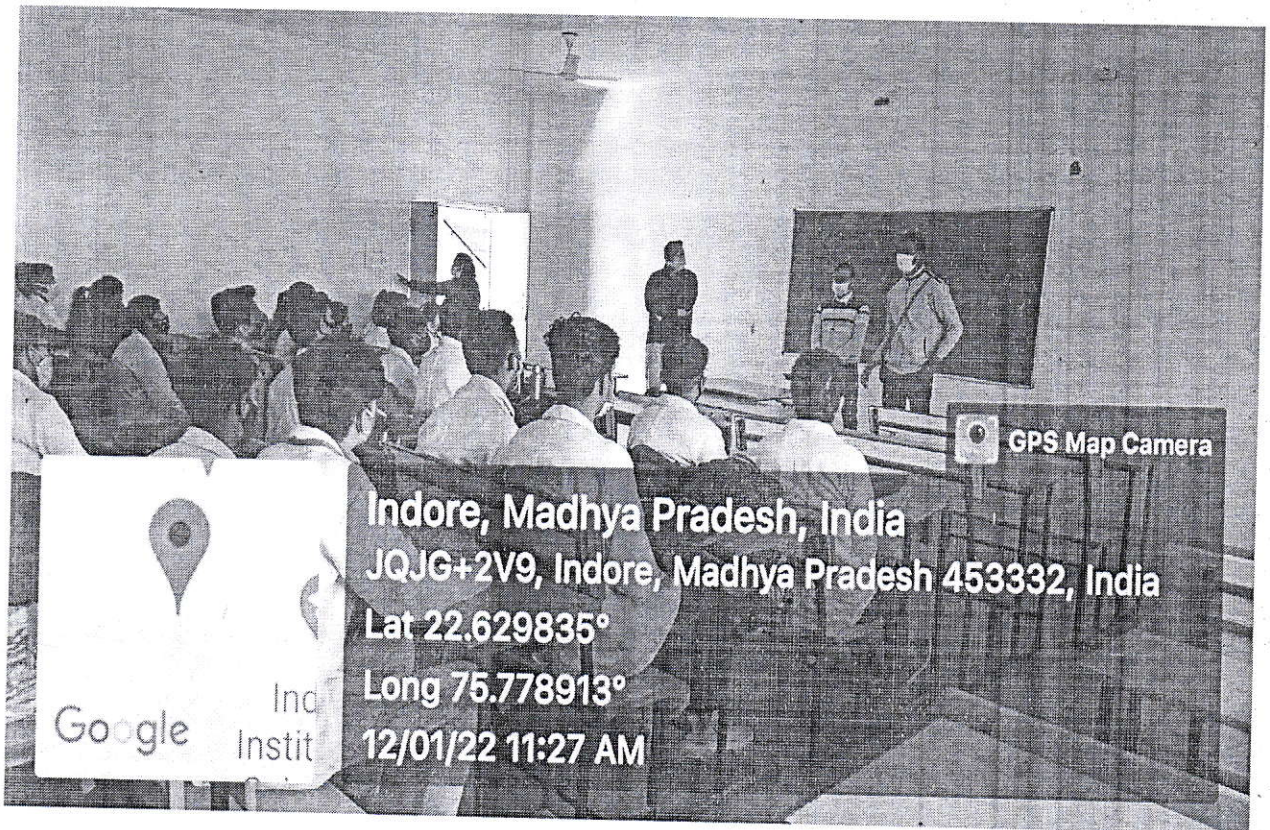
Ms. Varsha Patidar sharing her experience with students



Date: 12th January, 2022

Alumni – Student Interaction

Mr Arvind Dabi and Mr Rohit Prajapat both are working on beginning a Startup and they have made it functional. The duo shares their journey and its hurdles during the process of making it a reality.



Mr Arvind Dabi and Mr. Rohit Prajapat talking about Startup

