

MINUTES OF THE CHAPTER FORMATION MEETING AND 1st A G M OF RECAL ARCHITECTURE CHAPTER

DATE: 29th APRIL 2017, VENUE: A13 HALL, NIT-TIRUCHIRAPALLI

A. Welcome Address:

The charter meeting commenced with a welcome address by Joseph Austin (mone).

B. Briefs & explanations

Rajasekar and Joseph Austin (mone) explained in brief the following,

B.1 The various factors and needs that led to the necessity of forming an alumni association.

- The initial planning was for the event and once the progress was started the need was felt for a formal organisation.
- The alumni organisation will enable the event to be conducted properly
- Will have a long term goal in achieving the aims and objectives in general apart from the 2018 event.
- A formal alumni organisation will help in case the event is planned to be conducted later or repeated at prefixed time intervals.
- It will also formalise the relationship with the department (faculty and students)
- It will help in strengthening the bond between the alumni.

B.2 The need for the chapter

The pros and cons between forming an individual alumni association and the option of joining with RECAL as a chapter were explained.

- In the event of forming a separate alumni association the work involved in forming it, legalising it and running it was very cumbersome
- Unlike earlier the statutory norms are more stringent and difficult to adhere to.
- Prospects of obtaining PAN and 80G status are very difficult.
- Based on the above difficulties the option of joining hands with RECAL but as a separate chapter was thought of and discussed.
- Subsequently discussions were held with the current RECAL team and the idea sounded off to them.
- After discussion a formal letter to that effect was sent to the RECAL team, explaining in detail and stressing that a separate chapter for architecture was needed.

- After a short discussion on the same (as so far in RECAL chapters have been formed based on geographical considerations/locations and not based on discipline/stream of study criteria) the formal go ahead was given by the team.

The RECAL team was also very helpful in sending out the chapter formation notice and the AGM notice from the office of RECAL.

B.3 Further a brief discussion was had and explanation given the progress thus far made on the event front.

- Names of the committee heads were informed
- The minutes of the 3 coordinators meeting were shared.
- List of items discussed for each committee was shared.
- It was further explained that a more detailed program was planned in due course of time.
- The general order of event during the meet was discussed and suggestions taken.
- Registration cost for the event was discussed.
- Stay options were discussed
- Was proposed that the registration should commence latest by July beginning
- The proposal or having a portal and the name of the portal was discussed.

C. The elections

Elections were announced for the post of the president, vice-president, secretary, treasurer, joint secretary 1,2,3 and 4.

All the posts were elected unanimously by all members present. (Details below)

President: Manoharan - 85 batch,
Proposed by P. Chandranesan -85 batch and
Seconded by Joseph Austin (mone) -93 batch.

Vice President: Rajasekar - 91 batch,
Proposed by Joseph Austin (mone) - 91 batch and
Seconded by Vasudevan - 89 batch

Secretary: Joseph Austin (mone) - 93 batch,
Proposed by Rajasekar- 91 batch and
Seconded by Priya Ram Prahu - 99 batch.

Treasurer: Ramanathan - 95 batch,
Proposed by suresh kamak- 92 batch and
Seconded by Chandranesan- 85 batch.

Joint secretary 1: Subashchandran - 1988 batch,

Proposed by Thiruvadan - 1991 batch and
Seconded by SenthilKumar - 1999 batch.

Joint secretary 2: Vasudevan - 1989 batch,

Proposed by Joseph Austin (mone)-1993 batch and
Seconded by chandranesan – 1985 batch

Joint secretary 3: Senthil - 1999 batch,

Proposed by Priya Ram prabu- 1999 batch and
Seconded by Prem-1992 batch

Joint Secretary 4: Naveen - 2007 batch,

Proposed by Premkumar - 1992 batch and
Seconded by Joseph Austin (mone) 1993 batch

Staff coordinators

Premkumar - 1992 Batch
Sangeetha - 1997 batch

D. Resolutions

The newly elected office bearers proposed the following resolutions and the same were passed by the floor unanimously

Resolution 1: Aims and objectives

To create an association for the Alumni of the Department of Architecture, NIT Tiruchirapalli.
To develop and nurture friendship, communication & relation between the various batches passed out.
To jointly work with the Faculty of the Architecture department for the benefit of the student community.
To assist the department/students in technical aspects, professional aspects, industry-education bridging, and provide updates on developments in various related fields of architecture.
To help and aid the student community by financial support through scholarships.

Resolution 2: Adoption of name and logo

The name of the association to be, RECAL ARCHITECTURE CHAPTER and the logo as below



Resolution 3: Appointment of Bankers, opening of bank accounts and mode of operation.

As the RECAL account was with The State BANK of India, NIT Trichy Branch, it was proposed and resolved that

The Bankers will be: State Bank of India, NIT Trichy branch
The account shall be opened in the name of: RECAL ARCHITECTURE CHAPTER
That the mode of operation to be as below by 2 signatories as below
Treasurer – Compulsory signatory
President or Secretary – Either / or second compulsory signatory.

Resolution 4: Appointment of auditors

It was resolved that Mr. Sitharam, Auditor, Thillainagar, Trichy shall be the auditors for RECAL ARCHITECTURE CHAPTER for the period April 2017 to March 2018. Reappointment of auditors beyond March 2018, to be discussed passed by the new team after the next AGM in January 2018.

E. Any other matter

The floor was opened for any other matter

Term of first office bearers

Ramanathan, mentioned that it be stressed/mentioned clearly, that the current team will be in the helm only till the event and a new team will be elected during the event.

He also requested that the formalities regarding the statutory obligation be done at the earliest, for opening of bank accounts etc.

Ms. Vani(RECAL Manager) informed that RECAL has already taken it up and also informed the bank. The formalities will be informed by her shortly.

Matching elections with RECAL

Chandranesan wanted to know the period of the RECAL team and the time when the changeover generally happens. Ms. Vani informed him that the team's term was for a period of 2 years and the election is due in Oct 2017. Chandranesan then suggested that the chapter also try to adopt the same calendar.

BRICK donation

Joseph Austin (mone) suggested that, along with the registration a call for sponsor donation needs to be made. The idea of BRICK was mentioned. It was discussed by the floor that the cost of the BRICK be about 1000/-. But this was ruled out considering that if the amount is so low even persons who can and are willing to donate a higher amount will be enticed to give only a small amount. The cost of each brick was decided to be finalised later. The brick donations will have to be paid to the account of RECAL foundation and is eligible for deduction under 80G of the income tax exemptions.

Registration fee for event

The floor discussed on the registration cost of the events. It was suggested that the costs should be kept to a minimum. The same was accepted and the registration committee will take it up.

It was informed that the minimum and maximum attendance expected for the event is 100 and 200. An average of 150 will be possible and that itself will be a good strength for a grand event. It was also informed that the registration process will be online and payment will also be online.

Detailed program for event

The detailed program of the event was discussed and in general was found good. The events committee will further detail the same in the coming days.

Registration of members in to the association/chapter

It was informed that as on date the membership drive through google group has touched close to 125.

The registration has been more from the senior batches and there was a huge gap in registration from the 2001 batch onwards. It was also expressed that suitable batch coordinators were yet to be found to rope in the other members.

The total of the alumni computes to a ball park figure of 900.

Premkumar offered to work on the same so that the batches from the year 2001 onwards can be communicated with and registered.

It was also mentioned that members of each batch call up their batch mates and impress upon them to register at the earliest.

Registration fee for chapter member

The idea was mooted to charge at least a minimum registration fee of 100/-. This will go for the administrative expenses. This was ruled out since the alumni are already paying the lifetime membership fee to RECAL (transfer of caution deposit paid during admission is transferred as membership fee to RECAL after graduation). **So registration to be free and will attract no charges.**

Number of meetings for each year (office bearers)

It was proposed that a minimum of 4 meetings be held each year (statutory minimum is 3 per year). Among the 4 meetings 1 meeting will be compulsorily at NIT Tiruchirapalli. The same was found acceptable all members.

Rules and regulations

It was suggested that a brief set of rules and bye laws be formed, as it will aid in the effective running of the chapter. The same was accepted. It was also stressed that the bye laws be kept to a basic level rather than an elaborate one. On a later date the bye laws can be amended based on the arising situations needs.

Staff coordinators

To facilitate the alumni and architecture department coordination staff coordinator was felt to be required. This will make on point communication easy. It was also felt that if the staff were also from the alumni it will be

easier. Nevertheless it is not mandatory for the staff coordinator to be from the alumni. A non-alumni staff can also be appointed as the coordinator.

Department relations

It was discussed and explained that in all activities of the alumni, the department will play an active role. The needs of the students will have to come through the faculty and alumni involvement will be based on the same only and not direct inputs of the student community.

Vote of thanks.

Joseph Austin (mone) the newly elected secretary proposed the vote of thanks.

He thanks all the members for their presence, though the notice was given on short notice.

He thanked Suresh kamak – 92 batch for being the observer from RECAL team.

He thanked Ms. Vani the RECAL Manager for her support and for organising the venue for the meet. He further requested her to be part of the proceedings and help out the team in their efforts.

He thanked the department for their involvement and also accepting to be the co-host for the January event.

He thanked the student representatives for being part of the proceedings.

Closure

The meeting was formally closed by the president Manoharan

For **RECAL ARCHITECTURE CHAPTER**



Secretary

B. Joseph Austin (mone)