

## **FAQ about Council of Representatives (CoR)**

Following is the FAQ (Frequently Asked Questions) about Council of Representatives for IT-BHU Global Alumni Association. For more info about IBGAA, please refer to April 2008 issue of chronicle:

<http://www.itbhuglobal.org/chronicle/chronicle/april08/Chronicle%20April%20issue-FAQ-IBGAA.pdf>

### **Q-1: What is the organization structure of our association?**

The IBGAA will have 3-tier structure.

On the top level, there is an Executive Council, called Board of Directors (BoD). BoD will have 14 members, all elected members, although for the 1st council, they all are selected to form initial legal entity for our organization. The Council will handle the duties till March 2009, when the newly elected Council will take over. Thus the current council is just a stop-gap or temporary (transient or adhoc) arrangement. There will also be two nominated members (one faculty and one student) by our Institute's Director.

The next level is the Council of Representatives or CoR. It will have about 200 members. The CoR members shall be selected from different class/year (batch) and from different depts./branches from the same batch. The CoR members will elect Board of Members by voting.

The basic level is general mass of registered alumni, who will nominate members to CoR

### **Q-2: Describe Executive Council.**

The 14-member Executive Council consists of seven distinct groups of Directors. There will be pair of (main and deputy) directors for President, Secretary, Treasurer, External Affairs, Institute Affairs, Website and Reunions. This way all major functions and responsibilities are clearly defined. In addition, the directors will also be assigned additional responsibilities from time to time, as necessary.

Out of above, the 3 (President, Secretary and Treasurer) are defined as Executive Officers as per the New Jersey State, where our association is registered. They have wide ranging legal powers to represent the association to the state government. At the same time, they are also responsible for legal problem faced by the association and are answerable to the state government. In addition, there are two members nominated by our Institute's Director (appointed Directors) including a student and a faculty member. The appointed Directors do not have voting power, but act as advisor to BoD in respective subject matter.

### **Q-3: Describe Council of Representatives**

The Council of Representatives (CoR) will be made up of students and alumni volunteers. They will be selected by their respective groups. It is proposed that there will be up to two representatives from each batch (1982, 2003, etc.) if selected batch wise only. However, there can also be a representative from each branch (chemical, mining, etc.) of the same batch. (If a batch wants to send more than 2 representatives, it has to be done branch wise, with one rep. per branch). Maximum number of reps. from a batch (if selected branch wise) will be 10. Thus there can be 0, 1, 2, 3 or up to 10 reps. from a batch. This is because the way hostel accommodation was allotted to different batches. While earlier batches had accommodation for the same hostel for the entire batch, later on (1990's onwards), it was done branch wise, resulting in more

affinity of those batches based on branch.

Some of the older batches such as 1950's and 1960's may not send any representatives, which is fine. They have affinity among the alumni of each of the 3 engineering colleges. (The colleges are: College of Engineering, College of Mining and Metallurgy and College of Pharmacy. The colleges joined together to form Institute of technology in 1971).

All CoR members can be selected by their group in their own way. They will be participating in the election process for selecting BoD members. Only CoR members can stand for the election for Director's post. The basic requirement for becoming CoR rep. is that he should be a registered alumnus and had worked as or should have desire to work as active volunteer.

#### **Q-4: What is the requirement to become a member of Council of Representatives?**

A member of CoR can be a student, or an alumnus of our institute. Moreover, he should have registered himself at our ITBHUGlobal website. Only registered members can participate for selection of CoR members. By definition, all CoR members and all Directors of Executive Council are registered members of our association.

.He should also have some personal qualities to succeed as a class/batch representative. Besides being an active volunteer, he should have or willing to establish good rapport with IT-BHU community, including students, alumni, faculty and institute. He should be able to devote at least few hours each month for the organization. This includes participating in teleconference, discussion, exchange of emails, suggesting ideas, visiting institute, alumni projects, etc.

#### **Q-5: What is the proposed selection process for CoR?**

The selection process is still to be debated and approved, but the general plan is as follows:

The representatives (reps) for the Council will be chosen from among the batch-mates or classes. It will be by Selection process (and not by election) as the class or individual branch will identify and nominate some volunteers as reps. The selection criteria is left to individual class or group, but it should be based on the initiative, drive and volunteer work by the individual.

The expected selection process for choosing reps is as follows:

The individual batch/class (or branch within batch/class) will send a circular to all known members of the group about the intention of selecting reps. The person who comes forward will be usually considered as rep for the batch/class. Officially allowed numbers of reps are two per class/batch; one per branch in a batch or total 10 per batch if selected only branch wise. If there are more candidates available than officially allowed, the group will discuss among themselves to settle the issue. If not, then an internal voting may be taken among registered alumni of the group. The group will finally notify the 14-member Executive Council about its decision.

The CoR members will be selected every two years. The first selection for 2008 will be complete by September. The next selection should be complete by September 2010.

#### **Q-6: What is expected role and timeline for the Council?**

The Council will be very useful in running of our alumni association. Among its possible uses are:

- It will serve as a connecting link between alumni association and different alumni batches. It is much easier to deal with a small group of council members than with the large body of

alumni. The Executive Council (EC) will receive feedback from alumni through CoR and pass on the decisions back to alumni body. EC will frequently ask opinions from Council Representatives on important matters.

- The CoR will be helpful in executing alumni projects. It will let know the views of individual class/groups to EC in real-time. It will help collection of funds from alumni and pass on to the treasurer, if decided.
- The CoR members will pass on any concern/ questions from different class to EC, resulting in prompt action on the matter.
- The CoR will elect the members for Executive Council by online voting on our website. During the election, seven directors will be replaced. The election rules are to be further refined.

It is hoped that CoR will start function by end of September 2008, so that it can used for planning and execution of alumni projects. Then it can also be used for election of Executive Council early next year. The announcement of general election will be made by the end of 2008. The election will take place in January/February and the new Executive Council will be effective from 1<sup>st</sup> April 2009.

**Q-7 Please provide details about current directors.**

The current Executive Council is only temporary till new team takes over by March 2009. The list of directors in as follows:

