



CERTIFICATE OF REGISTRATION

UNDER SOCIETIES REGISTRATION ACT 1960

Registration No. S/R/S/DTT/STWY 27 /2019.

I hereby certify that the Society "MAHARAJA SURAJMAL INSTITUTE ALUMNI ASSOCIATION" located at "Plot No. 373D, Kh. No 775, Kawada East, Uttam Nagar, New Delhi - 110059" has been registered* under Societies Registration Act 1960.

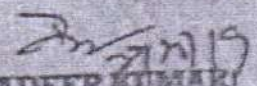
Given under my hand and seal at Delhi on this 27th Day of MARCH 2019.

Fee of Rs. 50/- Paid.

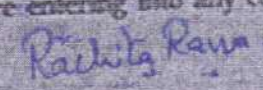


Seal

Registrar of Societies
District South - West
Delhi


(PRADEEP KUMAR)
REGISTRAR OF SOCIETIES
DISTRICT SOUTH WEST
GOVT. OF NCT OF DELHI

This document certifies registration under the society Registration Act, 1960. However, any Govt. department or any other association/Person may kindly make necessary verification (On their own) of the assets and liabilities of the society before entering into any contract/assignment with them.*


Prof. (Dr.) Rachita Rana
Director
Maharaja Surajmal Institute
C-4, Janakpuri, New Delhi-68

MEMORANDUM OF ASSOCIATION

1. **Name of the Society:** The name of the Society shall be "MAHARAJA SURAJMAL INSTITUTE ALUMNI ASSOCIATION".

2. **Registered Office:** The office of the Society shall remain in the National Capital Territory of Delhi and at present is at the following address:

C/o Surajmal Memorial Education Society, C- 4, Janakpuri, New Delhi-110058

3. **The Aims and Objects:** The aims and objects for which the Society is established are as under:

3.1 To promote and foster mutually beneficial interaction between the Alumni and the Alma Mater.

3.2 To help alumni achieve their professional goals.

3.3 To undertake activities of nation building including those of charitable nature.

3.4 To foster linkages amongst the alumni and to promote personal and friendly relations through meetings and get-togethers among members of the Association.

3.5 To facilitate and encourage alumni to contribute towards improvement in the status of the Institute in the areas pertaining to academic infrastructure, industry interactions and in any other area that the alumni and the Institute feel appropriate.

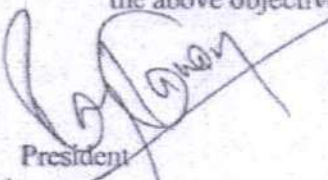
3.6 To generate corpus at the Institute of Maharaja Surajmal Institute for creating better residential/educational/ recreational facilities for the Institute community.

3.7 To exchange professional knowledge, organize conferences, seminars, workshops & training courses.

3.8 To create and establish endowments to render assistance to students of the Institute through grants, scholarships and prizes or in any other area so deemed appropriate by the Association and the Institute.

3.9 To raise or collect funds by subscriptions, contributions, donations, loans or by any other legal means for furtherance of the above objectives of the Association.

3.10 To undertake all such lawful activities which are conducive to the attainment of the above objectives.


President

1



Secretary
Prof. (Dr.) Rachita Rana
Director
Maharaja Surajmal Institute
C-4, Janakpuri, New Delhi-58

All the income, earning, moveable, immovable properties of the societies shall be solely utilized and applied towards the promotion of its aim and objects only set forth in the memorandum of association and no profit thereof shall be paid or transferred directly or indirectly by way of dividends, bonus, profits or in any manner whatsoever to the present and past member of the society or to any person claiming through any or more of the present or past member.

No member of society shall have any personal claim on any moveable or immovable properties of the society or make any profit, whatsoever by virtue of his/her membership.

4. **Executive Committee:** The names, addresses, occupations and designations of the members of the Executive Committee to whom the management of the society is entrusted as required under the section 2 of Societies Registration Act, 1860 as applicable to the National Capital Territory of Delhi area are as follows:

Sl.No.	Name (in Capital letters)	Address	Occupation	Designation in the Society
1	SH. S.P. SINGH	D-5 Satyawati colony, Ashok Vihar, Phase-3, Delhi-110052.	Education/ Teaching	Chairman (Ex-Officio)
2	MR. RAJ KARAN	373 'D' Nawada Main Najafgarh Road , New Delhi - 110059	Education/ Teaching	President
3	DR. RACHITA RANA	D-259, Vjay Veer awaas (Kargil society), Sector-18A, Dwarka, Delhi-110075	Education/ Teaching	Vice President (Ex- Officio)
4	MR. HONIE DEEP SINGH	BA- 4B , Ashok Vihar, New Delhi - 110052	Banker	General Secretary
5	MS. KIRTI SHARMA	EC- 397 , Maya Enclave , Hari Nagar, New Delhi - 110064	Psychologist	Exec. Member
6	MR. SWETABH SUMAN	Bunglow no.14/1 , K.M.C.E.L. Officers Colony , Kumardhubi , Panchmahli , Dhanbad , Jarkhand - 828203	Self - Employed	Exec. Member
7	MR. SUDEEP ARORA	D-1/20 , Opposite CNG Station , Janakpuri , New Delhi - 110058	Corporate	Exec. Member





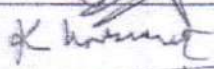

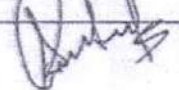

President

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Secretary
Prof. (Dr.) Rachita Rana

Prof. (Dr.) Rachita Rana
Director
Maharaja Surajmal Institute
C-4, Janakpuri, New Delhi-58

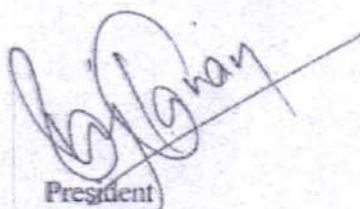
5. **Desirous Persons:** We, the undersigned are desirous of forming a society namely "MAHARAJA SURAJMAL INSTITUTE ALUMNI ASSOCIATION" under Societies Registration Act, 1860 as applicable to the National Capital Territory of Delhi in the pursuance of the memorandum of association of the society:

Sl.No	Name & Address	Occupation	Signature
1	SH. S.P. SINGH	Education	
2	MR. RAJ KARAN	Education/ Teaching	
3	DR. RACHITA RANA	Education/ Teaching	
4	MR. HONIE DEEP SINGH	Banker	
5	MS. KIRTI SHARMA	Psychologist	
6	MR. SWETABH SUMAN	Self - Occupied	
7	MR. SUDEEP ARORA	Corporate/Social service	


CHAIRMAN


PRESIDENT


SECRETARY


President


Secretary
Prof. (Dr.) Rachita Rana
Director
Maharaja Surajmal Institute
C-4, Janakpuri, New Delhi-58

RULES & REGULATIONS

Name: Name of the Society shall be "MAHARAJA SURAJMAL INSTITUTE ALUMNI ASSOCIATION".

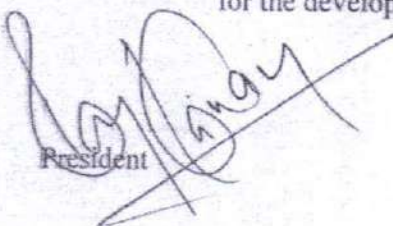
1. Definitions

- (a) "Association" means the "MAHARAJA SURAJMAL INSTITUTE ALUMNI ASSOCIATION", which shall be a registered society and subsequently referred to as "Association" in these articles.
- (b) "Institute" means "Maharaja Surajmal Institute" or MSI, located at C-4, Janakpuri, New Delhi-110058.
- (c) "General Body" means the General Body of the Association.
- (d) "Executive Committee" means the Executive Committee of the Association.
- (e) "Alumni" mean students who have obtained a regular degree from the Maharaja Surajmal Institute, New Delhi.
- (f) "Member" means a person as defined in Para 2.


2. Membership

2.1 The membership of the Society is open to any person, as defined below, fulfilling the terms & conditions of the Association without discrimination of religion, caste, colour or creed but subject to the approval of the Executive Committee. If the membership is refused to a certain person or persons, the reason for refusal shall be communicated to the person concerned:

- (a) **Regular Members:** All alumni of Maharaja Surajmal Institute who have paid the membership fee.
- (b) **Honorary Members:**
- (i) Faculty members, who have served the Institute for at least one year and have paid life membership fee of the Association.
- (ii) All ex-Directors.
- (iii) Eminent persons who have contributed immensely or have keen interest for the development of the Institute.


President


Secretary


Prof. (Dr.) Rachita Rana

Maharaja Surajmal Institute
C-4, Janakpuri, New Delhi-110058

3. Subscription

- 3.1 The rates of subscription fee shall be decided by the Executive Committee.
- 3.2 The subscription fee for the membership of the Association shall be as given below:
- (a) Life Membership Fee : Rs 1100.00
- 3.3 Any other charges to be levied on to members shall be approved by the General Body.
- 3.4 The membership fee shall be charged by the Institute at the time of passing out of students and obtaining clearance from the Institute. The Institute shall transfer the amount so collect to the Association's Bank Account with the list of students.
- 3.5 Honorary members shall not pay any subscription except as mentioned in Para 2.1 (b) (i).

4. Termination of Membership

The Executive Committee shall have the power of expel a member from the society on the following terms & conditions:

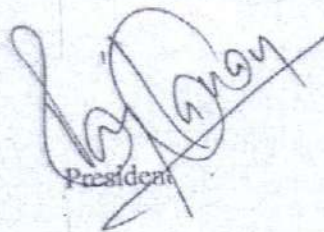
- (a) On his/her death or insanity.
- (b) On his/her written resignation.
- (c) On his/her conviction by a court for any offence-involving moral conduct.

5. Appeals

All the appeals should be referred to the Executive Committee. The decision of the Executive Committee shall be final. The reasons for rejection shall be communicated to the person concerned.

6. Re-admission

A member, whose name has been removed from the register of members solely on account of subscription and other dues, shall be allowed to be readmitted on paying all such dues to the Association. However, the decision of the Executive Committee shall be final.


President


Secretary


Prof. (Dr.) Rachita Rana
Director
Maharaja Surajmal Institute
C-4, Janakpuri, New Delhi-58

7. General Body

7.1 Composition

There shall be a General Body of the Association consisting of all members.

7.2 Meetings & Quorum


- (a) The General Body of the Association shall hold General Body Meeting at least once a year.
- (b) A notice of clear 21 days convening an Annual General Meeting shall be given to the members. The quorum in the General Body meeting shall be at least $\frac{2}{3}$ rd of members. No quorum shall be required in the adjourned meeting.
- (c) The Secretary shall upon being requested in writing by the Executive Committee or by at least 50 members of the Association, call an Extraordinary General Meeting (EGM) for which at least 15 days notice along with agenda shall be circulated to all the members.

7.3 Functions

The following business programs shall be transacted in these meetings:

- (a) To set guidelines for the Executive Committee so as to achieve the aims and objectives of the Association.
- (b) To consider and adopt the Annual Report and Audited Accounts of the Association.
- (c) To honour the distinguished Alumni.
- (d) To elect office bearers of the Executive Committee.
- (e) To transact any other business with the permission of the President in Chair.
- (f) All the resolutions put to vote at the General Body shall be decided by a majority vote (each member shall have one vote) by a show of hands. In case of equality of vote, the President in Chair shall have the casting vote.
- (g) Honorary members shall not have voting rights in the General Body.

President


Prof. (Dr.) Rachita Rana
Director
Maharaja Suraj Pratap Institute
C-4, Janakpuri, New Delhi-69

8. Executive Committee

8.1 Composition

There shall be an Executive Committee to manage the affairs of the Association. The Executive Committee shall consist of following:

- (a) Chairman (ex-officio President, SMES) - One
- (b) President (To be elected from amongst the Regular Members) - One
- (c) Vice President (ex-officio Director of Maharaja Surajmal Institute) - One
- (d) General Secretary (To be elected from amongst the Regular Members) - One
- (e) Treasurer (To be elected from amongst the Regular Members) - One
- (f) Members (To be elected from amongst the Regular Members) - Three

8.2 Election of Office Bearers of the Executive Committee

- (a) All office bearers of the Executive Committee (except Chairman & nominated member) shall be elected from amongst the regular members of the Association.
- (b) In case no alumni come forward to be office bearer of the Executive Committee, Chairman shall have the power to nominate office bearers.
- (c) In the eventuality of any seat left vacant, the Executive Committee shall have the power to co-opt members to fill the vacancies.
- (d) The procedure for election of the office bearers of the Association shall be as given below:
 - (i) President, Vice Presidents and Members of the Executive Committee shall be elected in the Annual General Body Meeting through simple majority of votes.
 - (ii) A notice of the General Body Meeting for the purpose of election may be served through ordinary post, newspaper advertisement or through electronic mode.
 - (iii) Elections shall be conducted by the Returning Officer, appointed 30 days in advance, by the outgoing Executive Committee.
 - (iv) Every Member (Except Honorary Members) shall have right to vote.
 - (v) Executive Committee shall lay down the detailed guidelines for election.

President

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Secretary

Prof. (Dr.) Rachita Rana
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Maharaja Surajmal
C-4, Jaipur, Ne.

Institute
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8.3 Tenure

Normally no elected office bearer shall hold office for more than five consecutive years except under exceptional circumstances approved by the General Body.

8.4 Meetings & Quorum

- (a) The Executive Committee will meet ordinarily every quarter, but the Secretary with the permission of Chairman, can call an emergent meeting at any time.
- (b) A notice of five days shall ordinarily be given to members for convening an emergent meeting.
- (c) The quorum for the Executive Committee meeting will be 2/3rd. No quorum shall be required in the adjourned meeting.
- (d) The strength of Executive Committee shall not be less than seven.

8.5 Functions

- (a) The Executive Committee shall have all the powers with regard to management and promotion of objectives of the Association according to directives, if any, of the General Body.
- (b) The Executive Committee shall manage the affairs of the Association by majority vote in the Committee Meeting provided that in case of tie, the Chairman shall have the casting vote.

9. Responsibilities and Duties of the Office Bearers

9.1 Chairman

The Chairman shall preside over Executive Committee and General Body meetings. He/ She shall have all the powers for the management and promotion of the objectives of the Association. The Secretary shall preside over Executive Committee meetings in the absence of the Chairman.

9.2 President and Vice Presidents

They shall render advice to the Executive Committee with regard to promotion of the objectives of the Association. Secretary along with President and Vice Presidents shall coordinate all the activities of the Association.


President

5


Prof. (Dr.) Rachita Rana
Director
Maharaja Surajmal Institute
C-4, Janakpuri, New Delhi-58

9.3 Secretary

- (a) The President and Secretary shall operate the funds of the Association subject to general approval of the Executive Committee.
- (b) The Secretary shall be responsible for the maintenance of the records of the Association.
- (c) The Secretary shall attend to all the activities as approved by the Executive Committee.
- (d) The Secretary shall be responsible for carrying out all correspondence and preparation and distribution of all publications and souvenirs of the Association.

10. Amendments

Any provision in the Memorandum of Association (MOA) and Rules & Regulations can be amended by a two-thirds majority of those members present and voting in General Body Meeting. The proposal to amendment shall be at the instance of the Executive Committee or signed requisition by at least 25% of members registered in the list of Association.

11. Finances and Accounts

11.1 Sources of Funds

The Association shall raise funds for pursuing the objectives of the Association through:

- (a) Subscription & donation from the members.
- (b) Donations and Gifts from executive body members and parent organization.
- (c) Aid from governments, semi government, charitable trusts, institutional and associations.
- (d) Aid or donation or gifts from foreign charitable agencies through any other approved and authorized organizations.
- (e) Any other source approved by the Executive Committee.

11.2 Financial Year

The financial year of the society shall be from 1st day of the April to 31st day of the March every year.

11.3 Audit

The accounts of the Association shall be audited once a year by a Chartered Accountant appointed by the Executive Committee.

President

6

Rachita
Prof. (Dr.) Rachita Bhandari
Director
Jyoti, Janakpuri, New Delhi-68

11.4 Management of Funds

- (a) The Association shall open a bank account and all the income of the Association shall be deposited in the designated bank.
- (b) The bank account of the society shall be operated by the President and Secretary jointly or as decided by the Executive Committee.
- (c) Account shall be maintained by Accounts Branch of the Institute.
- (d) All income & expenses shall be approved by General Body.

12. Suit and Proceedings by and against the Association

12.1 The Association may sue or be sued in the name of the Society.

12.2 No suits or proceedings shall fail by reason of any vacancy or change in the holder of office of the Secretary.

12.3 Every decree or order against the Association in any suit or proceeding shall be executable against the property of the Association and not against the persons or the property of the any office bearer or the Institute.

12.4 No member of the Association may be sued or prosecuted by the Association except for any injury, loss or damage, detention or destruction of any property of the Association.

13. Records of the Association

13.1 Following records shall be maintained in the office of the Association:

- (a) Membership Register.
- (b) Minutes of the Executive Committee Meetings.
- (c) Minutes of the General Body Meetings.
- (d) Stock Register of Property of the Association.
- (e) Cash Book and Ledger.
- (f) Receipts and vouchers.
- (g) All publications, reports and souvenirs of the Association.
- (h) All documents as required by law under Societies Regulation Act 1860.
- (i) *Any other relevant record.*

13.2 These records shall include details of all sums of money received and the sources thereof, and all the sums of money spent along with its purpose.

13.3 Every member of the General Body shall have the right of inspection of records of the Association during the office hours.

President

7

Secretary

Rachita Datta
Prof. (Dr.) Rachita Datta
Director
Maharaja Surajm
C-11, Jankipuri, New Delhi-110006

14. Miscellaneous

14.1 No member of the Executive Committee of the Association shall be appointed to any salaried post of the Association, or any office of profit of the Association and that no remuneration or fees shall be paid by the Association to any member of the Executive Committee, except repayment of out of pocket expenses incurred for and on behalf of the Association.

14.2 After Registration of the Association, the Executive Committee will hold a General Body meeting for fresh elections of Executive Committee within one year. In this all office General Body shall elect bearers.

15. Annual List of Governing Body

Once in every year a list of the office bearers of the Executive Committee shall be filed with the Registrar of the Society, Delhi as required Under Section 4 of the Societies Registration Act, 1860.

16. Dissolution of Association

16.1 The dissolution of the Association shall be carried out as per relevant provisions of the Societies Regulation Act XXI of 1860.

16.2 Any number not less than two thirds of the members of the Association may determine that the Association shall be dissolved by voting in General Body meeting.

16.3 On dissolution of the Association, any property or assets whatsoever remaining after the satisfaction of the debts and liabilities of the Association, shall vest with Maharaja Surajmal Institute.

17. Application of the Act

All the provisions under all the sections of the Societies Registration Act, 1860, as applicable to the National Capital Territory of Delhi, shall apply to this Association.

ESSENTIAL CERTIFICATE

CERTIFIED THAT THIS IS CORRECT COPY OF THE RULES AND REGULATIONS OF THE ASSOCIATION.

CHAIRMAN

PRESIDENT

SECRETARY

President

8

Secretary

Rachita Rana
Prof. (Dr.) Rachita Rana
Director
Maharaja Surajmal Institute
C-4, Janakpuri, New Delhi-38

ALUMNI MEET 2020

1) Alumni Meet-Department of Computer Application

29th November 2020

Our Department Alumni Meet was held on 29th November 2020 virtually on Microsoft Teams from 04.00 pm to 7:00 pm. It all started with the opening note by Director Ma'am **Prof.(Dr.) Rachita Rana**. The session was organized by **Mr. Ravindra Singh Kajal** (Assistant Professor) with his team **Shwetabh S Verma**, **Megha Panjwani** and **Soumya Awasthi**. Alumni from the year 2003 to 2019 were invited to grace the occasion. Among whom total 62 alumni marked their presence at the meet. Alumnus came from Singapore, US, Ireland, Sydney, Malaysia, Italy, London, Hyderabad, Bangalore and participated in the meet. A thorough bunch of sessions and activities were organized to rejuvenate their union. In this bunch of sessions, BCA students performed songs and various activities for the alumni where they all actively participated and enjoyed. All of them introduced each other by telling any 3 qualities of the person they are introducing. Alumni also shared their experience. Alumni showed their willingness to be in touch with the department even in the future. Winding up with Closing notes by **Dr. Neetu Anand** (HOD Morning) and **Mr. Suraj Pal Chouhan** (HOD Evening) and vote of thanks by **Mr. Ravindra Singh**. As it is said "Coming together is a beginning; keeping together is progress; working together is success" so with this beginning we with Alumni look forward to many more such meets in the future which will keep us connected and promise to contribute in the form of lectures and collaboration with industries, so that a gap between Education and Industries.



Rachita Rana

Prof. (Dr.) Rachita Rana
Director
Maharaja Suraj
C-4, Janakpuri, Ne

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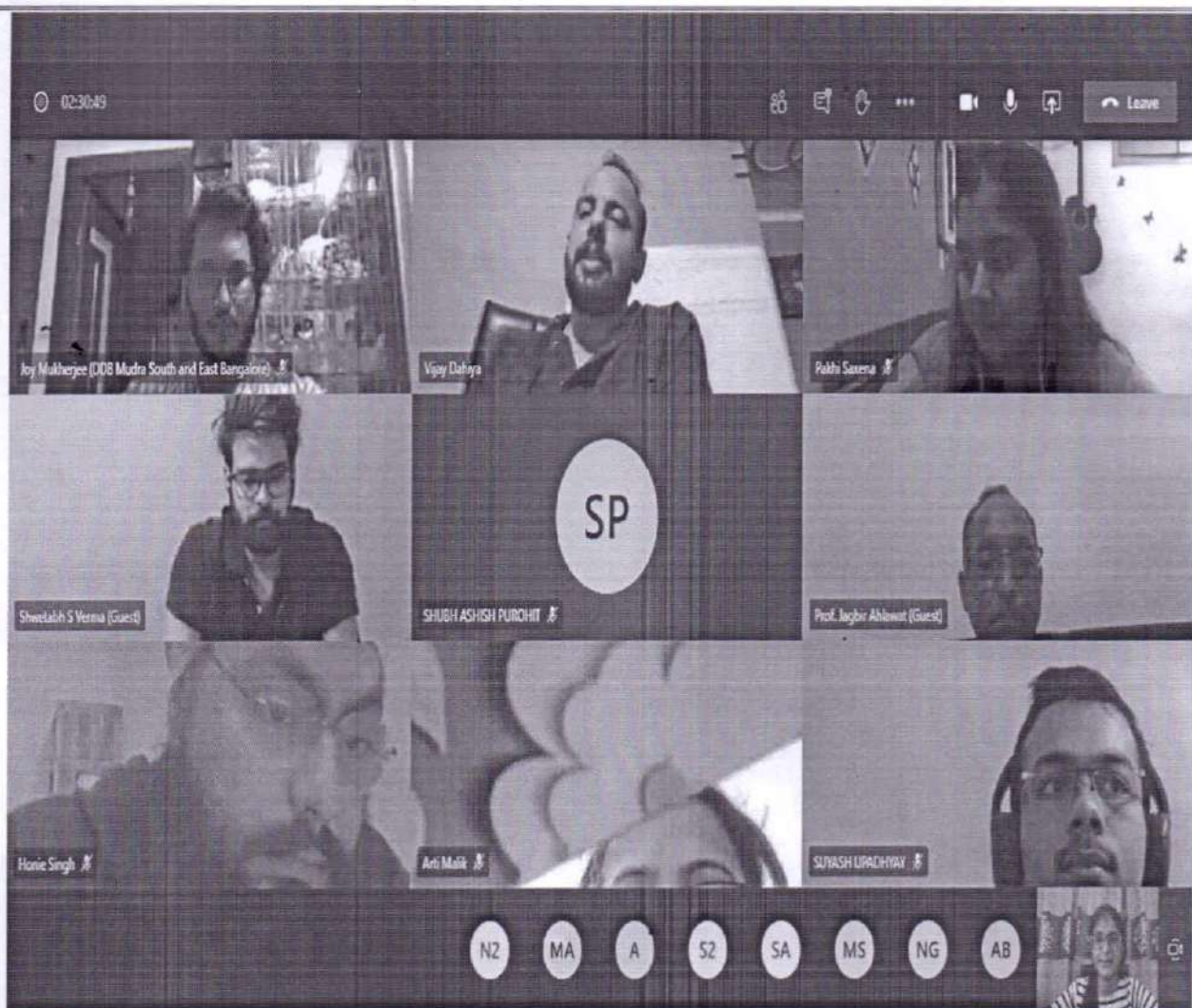


2) Alumni Meet 2020 -Department of Business Administration 5th December 2020

Alumni Meet for Department of BBA was held on 5th December 2020 virtually on Microsoft Teams from 04.00 pm to 6:00 pm. It all started with the opening note by Director Ma'am **Prof. (Dr.) Rachita Rana Maam**. The session was organized by **Dr. Vijay Dahiya, Ms. Arti Malik and Prof. Jagbir Ahlawat** with his team **Shwetab S Verma, Pakhi Saxena, Saumya Madan, Muskaan Aggarwal & Akshansh Singh**. Alumni from the year 2000 to 2020 were invited to grace the occasion. Alumnus have participated in this meet from Canada, Hyderabad, Bangalore and many more places. A thorough sessions and bunch of activities were organized to rejuvenate the union. In this bunch of sessions, the students of the current batch performed for the alumni where they all actively participated and enjoyed. Everyone introduced themselves and answered some interesting questions. Where some alumni shared their college incidents and experiences others shared this Institute helped them shape the personalities. Alumni showed their willingness to be in touch with the institute even in the future. **Ms. Arti Malik and Prof. Jagbir Ahlawat** shared their warming words and their life experiences full of wisdom. Winding up with closing notes by **Dr. Rajeshwari Malik (HOD-BBA)** and vote of thanks by **Dr. Vijay Dahiya**. As it is said "Coming together is a beginning; keeping together is progress; working together is success" so with this beginning we with Alumni look forward to many more such meets in the future which would keep us connected and promise us to contribute in the form of lectures and collaboration with industries, so that the gap between Education and Industries reduces significantly.

Rachita Rana
 Director
 Surajmal Institute
 Connaught Place, New Delhi-58
 P. (Dr.) Rachita Rana

4/2/20



Alumni Cell
Dr. Vijay Dahiya, Ms. Arti Malik and Prof. Jagbir Ahlawat

3) ALUMNI MEET-Department of Education

13th December,2020

The department of education of Maharaja Surajmal Institute organized an 'Alumni meet' of their department on 13 December 2020 on the virtual platform. The convenor of the event was Dr. Rajesh Gill and Dr. Monika Singh was also the member. They both were present during the meet and conducted the event very successfully. The meet was attended by around 27 alumni. The event was started around 11 am with the welcome speech of Dr. Rajesh Gill by sharing her thoughts on the importance of alumni meet for college students. It was followed by a beautiful dance and singing performances by the student of the current batch of the department. There were also entertaining games hosted by the students of current batch of the department for the alumni which were enjoyed by them. The event was stimulating and enjoyable and simultaneously as all the alumni shared their views, ideas and good numbers of new ideas, information and insights came up. Some faculty members like Dr. Promila Dabas and Dr. Arti Bahuguna of the department who were also the alumni shared their ideas of both as a student and teacher of the same institute. All the alumni reminisced their college time and credited the faculty for the motivation for achieving their goals. It was indeed wonderful to note that the memories of the college were still afresh in their minds. The participants also enjoyed a virtual tour of the college through a video. The event was ended by vote of thanks given by Dr. Monika Singh by sharing her views and experiences of teaching the different batches of the students. The event was a huge success in achieving its aim of reconnecting with the alumni of the college to the college again.

Prof. (Dr.) Rachita Rana
 Director
 Maharaja Surajmal Institute
 C-4, Janakpuri, New Delhi-58

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 13/12/20



4) Annual Alumni meet -Department of Commerce

05/12/2020

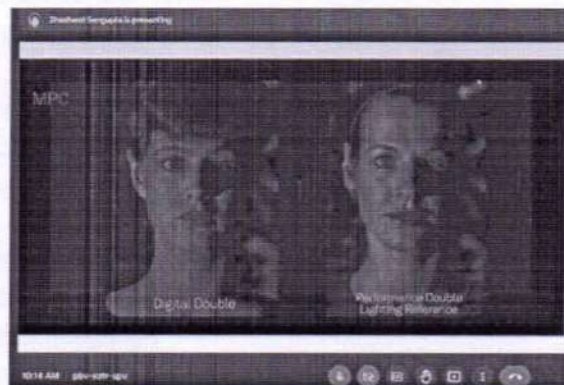
B. Com Alumni Meet (both shifts) was conducted on 5th Dec,2020 on Microsoft Teams platform. The major objective of the programme was to make the parents and students aware of the academic aspects of the courses, the rules and regulations of the Institute and ensuring parental participation in monitoring the performance and progress of the students. Maharaja Surajmal Institute organised its Annual Alumni meet Rendezvour Revisiting Nostalgia on 5th December, 2020 (Saturday). The event for the Branch (was organised virtually and started at 1 p.m. The occasion began with a welcome speech by the students of organising team. Afterwards, Mr. Shwetabh, the head of Alumni association, gave an opening note. Subsequently many games were played, which were much enjoyed by the alumni. The event also had singing performances and a mimicry act by the students. A few alumnus shared their singing and poetry talent in the open mic. In the end, a video capturing the memories of the alumni was played and it was like a walk down the memory lane and an emotional moment for all. Everyone relived their college life, got in touch again with their teachers and friends, and indulged in fulfilled conversations. In the end Shwetabh addressed the gathering and explained them about the future course of action of the Alumni Association. Followed by this, Dr.Anvitti Rawat Ma'am spoke a few words for the students, interacted with them and wished them all the luck for their future endeavours. Afterwards, Dr.Vijeta Banwari Ma'am, gave a vote of thanks and ended the event on a positive note. The afternoon was one to be remembered always.



Rachita Rana
 h Prof(Dr) Rachita Rana
 Maharaja Surajmal Institute
 New Campus

Guest Lecture Report

Maharaja Surajmal Institute , Department of Computer Application organized Guest Lecture on the Topic "An Insight to Career Development in the field of Designing" on 12 Oct 2021 [Tuesday] by Mr. Shashwat Sengupta MSI-BCA Alumnus, Texture and Lookdev Artist at Moving Picture Company, a Hollywood VFX Studio. The Lecture was attended by BCA II Year and BCA III Year students of both the Shifts. He talked about the tools/software's used in designing. He also discussed about the opportunities available in this industry, what all are the requirements and how people with a strong programming background can also thrive in the art of VFX. The event was a great success, students interacted with the speaker and enjoyed the session. The event was organised by Dr. Neetu Narwal, Dr. Kavita Pabreja, Dr. Neetu Anand and Dr. Menal Dahiya.



Rachita Rana

Prof. (Dr.) Rachita Rana
 Director
 Maharaja Surajmal
 C-4, Janakpuri, New Delhi

A Seminar on Q FACTOR-Growing Importance of Skill Set

10th October, 2020 (Saturday)

Training and Placement cell organized a Pre-Placement Activity for II Year and III year students from the courses Bachelor's of Business Administration and B.Com (Hons.) on 10th October 2020 (Saturday). This activity was conducted virtual because of the current ongoing pandemic. These activities are sessions conducted by the college to aware and prepare the students about the patterns and procedure of the Placements to be taken place in the III Year.

There were 2 speakers: Mr. Rahul Chauhan and Mr. Rishabh Jain.

Mr. Rahul Chauhan is a Data scientist at OYO. Along with his Corporate job which he has been doing for 2 years, he also teaches mindfulness to youth and has organized various programs for thousands of youth as an Art of Living Faculty for youth programs. A QCI certified yoga instructor who has taught upto 1500 people, he is also heading the Creative team @thehappyhub.

Mr. Rishabh Jain is MSI's Alumnus. He is the Founder of Rêform Training And Consulting which offers a skill development platform for individuals, teams and organisations. He is also a Business Consultant and a Success Coach. He is passionate about conducting his signature workshop on "Ikigai: Reason for Being" that has been attended and appreciated by his clients from HCL Technologies, Dell, Deloitte, Brain & Company, Boston Consultancy Group (BCG), NTPC Limited, etc.

The Activity was based on the Growing Importance of Skills Set. Mr. Chauhan talked about a Stanford University study which shows that the domain (academics) vs. the skills ratio required to land a good job is actually 12.5:87.5. He does mention that education (studies) is (are) important. But more awareness should be created around the acquirement of skills. He mentioned that how there is only a maximum difference of 5 points when it comes to IQ (Intelligence Quotient) of a top university student and an average university student. And goes on to say that what a corporate looks for is EQ (Emotional Quotient) and AQ (Adversity Quotient) in an employee.

According to him our behaviour depends on our mind and not our surroundings. And then proceeds to ask a question "what has been your best purchase under Rs2000 in your entire life". The audience answered various material objects and he responded by saying that every object that you buy-no matter how beneficial it is, it has a limited lifetime. And that is the reality. Everything is gonna go but our mind stays with us forever. Our feelings depend on our mind. But how to control it?.

He finishes with this one saying "Humans always doubt about the good things happening to them but they never doubt a negative thing because of the 'every bad thing happens to me only' attitude".

Mr. Jain talked about Gut Feeling and it's scientific aspect to it (explanation about the Vagus Nerve). He then further tells us about the book: Limitless which is a huge contributor to his success. And finishing the session he requests everyone to research about the Gray Matter in our brain claiming it would reveal some fascinating facts.

The Seminar was very informative. There was a good involvement by the students too. The students got to learn a lot of new scientific and technical facts about how the human body and the real corporate world. In the end, it was a success.

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2020-21

MAHARAJA SURAJMAL INSTITUTE
Placement Cell, Department of Computer Applications,
Pre-placement Activities

- **Mock Interviews on 21st August 2020**

Interviews are the essential part of placement drives. As most of the final year students may have not given any real interview by the time they appear for the placements, they feel very nervous and could not perform well in spite of having good knowledge due to the anxiety of facing interview. To help students overcome of fear and anxiety of interviews, a two days mock interview event was organized. To make it as real as possible, a team of software engineers from SAP Labs namely **Ms. Megha Panjwani, Mr. Mohit Jain, Mr. Nishant Narwade and Mr. Vardan Verma** were incorporated, who are all MSI Alumni. Also faculty members like Mr. Suraj Pal Chauhan, Mr. Manoj Kumar to check their subject specific preparation.

The event was divided in two rounds where first round was technical round and second round was HR round. The students were first briefed about the expectations of Interviewer from the students and asked students to prepare accordingly. Then on the first day of event, students were divided into groups and these groups were allocated to a mock interviewer for technical interview. Students were grilled thoroughly on the subject knowledge. Then on second day, students were shuffled among interviewers for HR round where their presentation, personality and confidence were judged. After the both rounds, students were given feedback about their performance and their weak areas to work on. It was a good experience where students got simulated environment of a real interviews of the placement drives and got to know about their skills to improve.

- **Case Study Preparation Webinar on 7th September 2020**

A webinar was organized for final year students to prepare them for case study round. The speaker of the session was **Mr. Dev Chirag Ghai (MSI Alumnus)** from ZS Associates, Gurgaon. Case study round is very common among companies while conducting placement drives. It is a great tool for companies to assess students on the basis of their identifying problems, problem solving ability, analytical ability etc.

To learn all the tricks and methods to excel in this round, a webinar was conducted on 7th September 2020. He described techniques to save time while accurately understanding the problem given in case study, thinking of possible solutions with logic and to select best solution out of many available solutions.

Session was very interactive and students enjoyed solving all demo case studies while learning the techniques.

- **How to Crack Interview Webinar on 10th September 2020**

A webinar was organized for final year students to prepare them for Interview round of Placement Drives. The speaker of the session was **Mr. Karan Sharma (MSI BCA alumnus)** from Deloitte, Hyderabad.

He discussed all the important things to remember while preparing for the interview. He talked about everything from presentation, confidence and types of questions which are asked during the interview. Students asked numerous doubts as they were very nervous about facing the real interview. So he elaborated various key points from his own experiences to succeed in Interview round. It was a very interesting session which students used as opportunity to calm their nerves and learn and prepare for the actual interview.

- **Weekly Placement preparation Classes**

Every placement drive starts with a compulsory Aptitude Test round where students are asked questions to check their logical ability and analytical skills. Only those students who clear this aptitude test are forwarded for next round.

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2020-21

So to prepare students for the test round of placement drives, weekly classes are arranged for 5th semester BCA students. In these classes focus on:

- Logical Reasoning
- Quantitative Reasoning
- Non Quantitative Reasoning
- Data Interpretation
- Cyptarithmic
- Number Series
- Pattern

The students practise previous years' question papers to increase their speed and accuracy during real exams. These weekly classes are taken by Dr. Kumar Gaurav, Training and Placement Officer, BCA Department. In last semester, approx. 45 classes were taken in total.

• **How to prepare for DE Shaw placement drive Webinar on 22nd February 2021**

DE Shaw is an international company which conducts placement drive for BCA students. It is a very important drive for the students. So to prepare students for the drive, it was necessary to make them aware about their actual placement process. No one can better tell them about it other than the students who got selected in the its drive. So a webinar was organized for final year students to make them aware about each round of DE shaw placement drive. The speaker was our alumni Mr. Vaibhav Bhatia who was selected in DE Shaw through campus placement. He described all rounds of the DE Shaw placement drive starting from resume writing to video presentation to HR Round and also suggested the way how students should prepare for the drive. It was a very insightful session for the students which gave them idea about preparation and cleared their many doubts.

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MAHARAJA SURAJMAL INSTITUTE
FEEDBACK & MONTHLY REPORT (ALUMNI ASSOCIATION)

27th Aug, 2021

During the month of July and August, 2021, one Extraordinary General Meeting was conducted on 31st July, 2021. Other was the regular meeting which was held on 07th August, 2021.

Agenda of the meeting held on 31st July, 2021 :

1. To change & update the address of the society
2. To finalise the name of the Chairman of alumni association
3. To finalise the name of the President of alumni association
4. To update the committee members along with the designation

Outcome of Meeting

1. The new chairman of Alumni Association, MSI is Shri. Kaptan Singh.
2. The new President of Alumni Association, MSI is Dr. Promila Dabas.
3. New member proposed for Alumni Association, MSI are Bhavesh Diwan and Avika Sood.
4. Suggestion was given to fix the day and month for alumni meet to be conducted every year.
5. Next alumni association meet will be planned in next week to discuss future course of action.

Agenda of the meeting held on 07th August, 2021 :

1. To finalize the date of Alumni meet
2. To discuss the ERP software for alumni
3. To update the Alumni database.

Outcome of Meeting

1. Alumni meet for the annual year 2021 will be held on 27th November 2021.
2. ERP software will be developed – Alma Connect- Quotation & Meeting
3. Data Collection since 2016 Batch
4. Set Up Exit Form for existing Students as they Graduate

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Following are the key areas of concern :

- **DATABASE OF STUDENTS :**

To establish a link with the MSI alumni, Database of BBA/B.Com/BCA/B.ed for previous batches are compiled and organised as per the respective discipline.

- **SOCIAL MEDIA :**

- **Facebook :** MSI Alumni association exist on Facebook where around 500 students are connected.
- **Whatsapp:** MSI Alumni association Whatsapp Group has been created where around 200 students are connected.
- **Linked in :** Linked in is a professional platform where alumni are connected with various established companies and reputed B-schools.

The above platforms are being tracked for Placements and Pre-Placements.

- **ALUMNI MEET**

Alumni Meet has been conducted once in a year. As per the convenience of alumni (on weekends), the tentative month can be November and last Saturday of November would be preferable.

- **SOFT SKILL DEVELOPMENT**

- To bridge the gap in academic curriculum and Industry requirements, we emphasize inculcating skills in the students. For organising various skill development activities particularly *Soft Skills*, C.A. Alumni Association supports Pre-Placements as well.
- Alumni Association support students for their overall personality development, various pre-placement sessions/lectures are being proposed for upcoming semester. The students of first and second year can be enlightened by the veteran alumni. **Five** alumni are willing to share their

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C.A. Alumni Association

rich experiences in corporates by way of Guest Lectures, Orientation Programs, and Presentations, in the next session (Aug-Dec,2021). The details are already being shared with the Pre-Placement and Placement Head. The respective dates are mentioned in Pre-Placement Calendar (Aug-Dec,2021).

● **PLACEMENT OF STUDENTS**

- To support placements of students with the existing corporate links of alumni, Alumni Network has been used for the same.
- **Five** Placement Leads have been provided to Placement Cell. The names of Companies are
- **Bottle Openers Digital Solutions Pvt. Ltd** (Gurugram, Haryana),
- **Reliance Industries Ltd.** (Mumbai), Career Launcher.
- **Career Launcher** has offered **10 vacancies for immediate placements.**
- **EXL Services**
- **Godrej Housing Finance Ltd.**

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MAHARAJA SURAJMAL INSTITUTE
DEPARTMENT OF BUSINESS ADMINISTRATION
ACTION PLAN FOR ALUMNI ASSOCIATION

27th August, 2021

- To establish a link with the MSI alumni, it is proposed that **Database** for previous batches can be compiled and organised as per the respective discipline with the support of Software, Portal or ERP systems. The system can form various subsystems of pre-placement, placement and alumni interaction. Moreover, alumni network can be organised so that they can be connected with us through newsletters, Postcards, Flyers, mailings etc. They can keep apprised about the upcoming activities/changes in academic courses/recognition programmes including scholarships and fellowships etc.
- As per the practice of GGSIPU, it can be proposed that a new student (First year student) can be a part of alumni association by paying one time non-refundable fee (1,100/-) at the time of admission.
- Social Media platforms like Facebook, Whatsapp, Instagram, Linked in can be tracked with uploading newsletter, pamphlets, information bulletin on regular basis. Alumni Blogs can considered for MSI website.
- As per the past practice, Alumni Meet has been conducted once in a year. As per the convenience of alumni (on weekends), the tentative month can be November and last Saturday of November would be preferable. Alumni association would conduct alumni meet on 27th November, 2021.
- To bridge the gap in academic curriculum and Industry requirements, we emphasize inculcating skills in the students. For organising various skill development activities particularly *Soft Skills*, Alumni Association supports Pre-Placements as well.
- Alumni Association support students for their **Overall** personality development, various pre-placement sessions/lectures are being proposed for upcoming semester. The students of first and second year can be enlightened by the veteran alumni. **Five** alumni are willing to share their

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- To support placements of students with the existing corporate links of Alumni, Alumni Network has been used for the same.
- Five Placement Leads have been provided to Placement Cell. The names of Companies are **Bottle Openers Digital Solutions Pvt. Ltd** (Gurugram, Haryana), **Reliance Industries Ltd.** (Mumbai), **Career Launcher**. **Career Launcher** has offered 10 vacancies for immediate placements, **EXL Services**, **Godrej Housing Finance Ltd.**

Dr. Shailza Dutt
Alumni Incharge

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Report Alumni Aug. 2021

Feedback:

- Alumni are in contact with us through what's app group and through phone calls regarding any kind of assistance required, the concerned faculty also give them regular feedback regarding their queries, if any.
- The alumni also at time post their requirements regarding the vacant position at their work place, which are further taken care of by placement coordinator.
- The teacher associated also motivate their alumni on regular basis for maintain a cordial relationship with the institute to promote further placement opportunities and maintain a healthy relationship as well.

Monthly Plan:

During this months, we tried to collect data of the session 2017-20 regarding their higher studies, placed (with company name). Only a few has submitted their response even after sending a google form on their corresponding Groups.

Action Plan:

- We will try to collect all data of such students which remain left to give their placed companies or their higher education data.
- And try to motivate more to Activate or convince their placed company authorities to Come and higher from our institute.
- Also try to motivate for expert lectures to be conducted so that students can bridge gap between studies and industry requirements.

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