

**JUDGE JOSEPH CLINICAL LAB  
ALUMNI / AE ASSOCIATION  
St.Xavier's College (Autonomous),  
Palayamkottai.**

**CHAPTER**

Judge Joseph Clinical lab was established on 19<sup>th</sup> March 2009 by the Alumni / Ae Association of St.Xavier's College (Autonomous), Palayamkottai in the name of an illustrious alumnus who was president of the association. Starting of the lab is a milestone in the history of the Alumni / Ae Association of St.Xavier's College and the first of its kind in Catholic colleges in the whole of India.

**Objectives:**

- To serve the student, staff of St.Xavier's institutions and the society at large by providing better medical (clinical) service at affordable cost, especially to the under-privileged, the poor and the needy.
- To conduct awareness programs periodically about health care.
- To organize free medical camps in collaboration with the organization interested in social welfare.

The lab will provide analytical service only. Its function is not to treat patient, prescribe medicine and give injections.

**GOVERNING COUNCIL**

Judge Joseph Clinical lab is an integral part of the Alumni / ae Association of St.Xavier's College (Autonomous), Palayamkottai and it comes under the purview of Bye – Law of the Association. The Governing Council is the body authorized by the association to govern the activities of the lab.

The Governing Council will consist of ten members, four from the management St.Xavier's College (Autonomous), Palayamkottai and six from the Alumni / ae Association. The Rector of St.Xavier's institutions, the Secretary and the Principal St.Xavier's College and the Director of the Alumni/ae Association are the four ex-officio members from the management. The Rector, the Secretary and the Principal will be the Patrons and the Director of the Alumni/ae Association will be the President. The other five members will be nominated by the Director of the Alumni/ae Association to the council from the Executive committee of the Association in consultation with the Rector, Principal and Chairman of the Association.

The Director will nominate one such member as the Convener of the council and another member as the Treasurer of the council.

## **Duties and Responsibilities**

The convener will look after the day to day activities of the lab including the periodical procurement of chemicals and other consumables which are needed for the lab. The President will be responsible for the appointment of the technicians and other staff for the lab and for fixing the salary of the staff. In these two matters the President will act in consultation with the other members of the council.

A separate bank account in the name of the lab should be started to account for all the income received and all the expenditure incurred. The President and the Treasurer will jointly operate the bank account. The Treasurer will prepare quarterly, half yearly and annual statement and present it to the Governing Council. The Treasurer will prepare and present the annual statement of accounts audited by an external auditor to the General body of the association. An internal audit committee consisting of three Executive Committee members other than the Governing Council member will be appointed by the Director.

The Governing Council will meet once in two months to review the activities of the lab, to plan and organize awareness programs and to undertake new projects.

### **The Governing Council of the Lab consists of:**

Ex- officio

Rector	- Patron
Secretary	- Patron
Principal	- Patron
Director off the Alumni/ae Association	- President
Chairmen of the Alumni/ae Association	- Member
Five nominated member from the E.C.	
(One member)	- Convener
(Another member)	- Treasure

The nominated member of the council will hold office for a term of three years. When the term gets over it is advised that the Director keeps the continuity of the lab in his mind when the new set of members are nominated.

**Rev.Fr.Britto Vincent, S.J .Rev.Dr.Alphonse manickam,S.J. Rev.Fr.M.Anbarasu,S.J. M.P.Alagianambi**

**Rector**

**Principal**

**Director**

**Chairman**