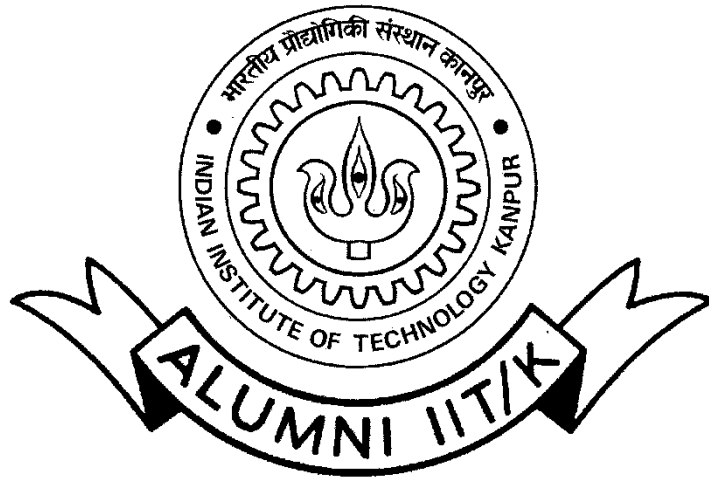


Alumni Association India Institute of Technology Kanpur



Board of Directors meeting Agenda for the 2012-2014/ 6th Meeting

Date: Tuesday October 30, 2012

Time: 06:30 PM (IST)

Through: Conference Call

Alumni Association, IIT Kanpur
Agenda of the 6th Meeting of the Board of Directors of
Scheduled to be held on October 30, 2012 at 6:30 P. M. IST
Venue: IIT Kanpur (through conference)

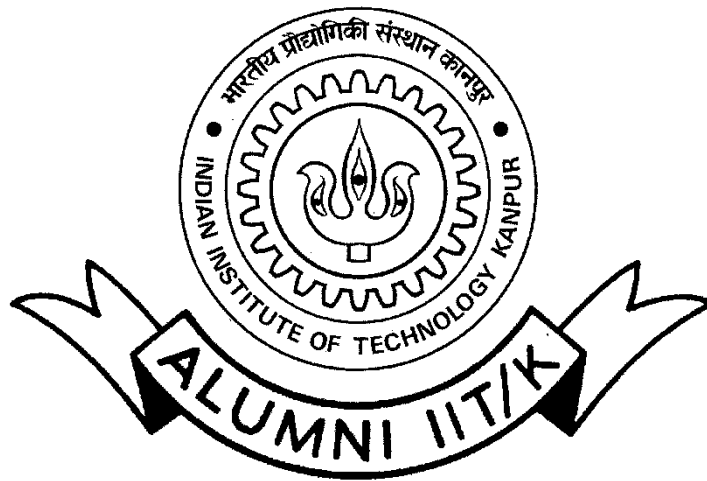
| SI No | Description | Page No |
|----------------|---|---------|
| Agenda Item 1 | Welcome of the members and announcements, if any | - |
| Agenda Item 2 | Confirmation of minutes of 4 th and 5 th BOD meeting held on August 14, 2012 and September 11, 2012 respectively | 2- 14 |
| Agenda Item 3 | Updates from the Secretary: a. Agreement for the First Convention b. FCRA c. Get-together hosted by My Yadupati Singhania (BT/CE/75) CEO & MD, J K White Cement Pvt Ltd. | 15 |
| Agenda Item 4 | Involving alumni in the career development and placement support - meeting with the Student Placement Office | 15 |
| Agenda Item 5 | Updates by the working groups: 1. Formalization of understanding with the Institute 2. Constitution and its review 3. Election reforms 4. Chapter development 5. Website development 6. Database management | 15 |
| Agenda Item 6 | A sub-committee for finalization of Board agenda items | - |
| Agenda Item 7 | Upcoming Convention at Delhi - 1 | 16 |
| Agenda Item 8 | Upcoming Convention at Delhi - 2 from Mr Anurag Goel | 17 |
| Agenda Item 9 | Unsafe Work Conditions at Construction Sites | 17 |
| Agenda Item 10 | Any other item | 17 |

Sudhir Misra
Secretary, Alumni Association
IIT Kanpur

Agenda Item 2

Confirmation of minutes of 4th BOD meeting held on August 14, 2012

Alumni Association India Institute of Technology Kanpur



Meeting Minutes Of the Board of Directors Of the 2012-2014/ 4th Meeting

Date: Tuesday August 14, 2012

Time: 06:30 PM (IST)

Through: Conference Call

Alumni Association, IIT Kanpur
Agenda of the II Meeting of the Board of Directors of
Held on August 14, 2012 at 6:30 P.M. IST
Venue: IIT Kanpur (through conference)

| Sl No | Description |
|----------------|---|
| Agenda Item 1 | Welcome of the members and announcements, if any |
| Agenda Item 2 | Confirmation of minutes of 3 rd BOD meeting held on July 10, 2012 |
| Agenda Item 3 | Updates from the Secretary |
| Agenda Item 4 | Agenda item on emotional stress and related issues |
| Agenda Item 5 | Toilets for workers |
| Agenda Item 6 | Instituting Life Time Achievement Award for exceptional work in science and technology |
| Agenda Item 7 | Involving alumni in the career development and placement support |
| Agenda Item 8 | CARE fund for alumni |
| Agenda Item 9 | Transparency in the functioning of the Alumni Association |
| Agenda Item 10 | Life Membership Drive |
| Agenda Item 11 | Updates by the working groups: 7. Formalization of understanding with the Institute 8. Constitution and its review 9. Election reforms 10. Chapter development 11. Website development 12. Database management |
| Agenda Item 12 | A sub-committee for finalization of Board agenda items |
| Agenda Item 13 | Holding of Annual IITK Alumni Convention |
| Agenda Item 14 | Any other item |

Sudhir Misra
Secretary, Alumni Association
IIT Kanpur

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|----------------------|---|
| Agenda Item 1 | Welcome of the members and announcements, if any |
|----------------------|---|

Members present:

- 1) Prof Ashok Gupta, President
- 2) Mr Salil Dave, Vice President
- 3) Prof Sudhir Misra, Secretary
- 4) Prof Mukesh Sharma, Treasurer
- 5) Mr Dharam Vir, Member
- 6) Dr Ajay K Shukla, Member
- 7) Mr Saurabh Sharma, Member
- 8) Prof Manindra Agarwal, Member
- 9) Mr David Thomas, Member
- 10) Mr Nikhil Padhye, Member
- 11) Prof Ram B Misra, Member

Invitees:

Mr Anuag Goel, Nominee to PAN IIT

Regrets:

1. Mr Sashi Singhania, Vice President
2. Prof. Kripa Shanker, Member
3. Shri Rakesh Pandey, Member
4. Mr Mustan Tambawala, Nominee to PAN IIT

Special invitees for the agenda on Emotional stress:

1. Prof A K Ghosh, DOSA
2. Dr A K Harish, Head Counseling Service
3. Ms Sharmistha Chakroborthy, Chief Counselor

After the President extended a warm welcome to all the BOD members.

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| Agenda Item 2 | Confirmation of minutes of 3rd BOD meeting held on July 10, 2012 |
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The minutes of the third BOD meeting held on July 10, 2012 were confirmed as circulated.

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| Agenda Item 4 | Agenda item on emotional stress and related issues |
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The President welcomed the special invitees to the meeting.

Prof A K Ghosh informed the Board that the new website of the Counseling Service has been launched. The issue of observing 10 September 2012 as Suicide Prevention Day, was discussed,

and the Board was generally satisfied with the plans of the Counseling Service. The Board was informed of the structure of the counseling service, full time counselors, the selection process of the student guide, hostel visit by the counselors, hostel level evening classes, student mentorship programme and such measures adopted by the Counseling service to create an awareness and prevent unfortunate suicides on campus. The Board was also informed that the grades are now kept confidential and not put up on the notice board as was the practice in the past.

Prof Ghosh also informed that the institute encourages counselors to acquire additional expertise by sponsoring their participation in national workshops, etc. He also informed that the experience gained at IIT Kanpur is sometimes used as a model for developing similar services in other institutions. .

Mr Dharam Vir emphasized the importance of a resident warden system. It was pointed out that the system is not easily applicable at IIT Kanpur. The idea of 'tea with faculty', was accepted and it was decided that such occasions should be increased to promote greater interaction among the faculty and the students.

Prof Sudhir Misra informed that the concept of Alumni Student Mentorship is being promoted and soon the website for the mentorship programme will be launched on the Alumni Association website.

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| Agenda Item 5 | Toilets for workers |
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The issue for toilets was workers was discussed with reference to the response sent by Prof Manindra Agarwal. He again informed the Board that the Institute is making all efforts to look into the matter and mobile toilets are being setup at the various construction sites for the workers. All of these are zero discharge toilets.

The issue of the Security guards not being allowed to leave their place of duty was also brought to the notice and Prof Agarwal agreed to look into the matter. The Board appreciated the efforts put in by the Institute..

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| Agenda Item 6 | Instituting Life Time Achievement Award for exceptional work in science and technology |
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The agenda was proposed by Mr Dharam Vir, that alumni who have have made extraordinary achievements be recognized with such an award. The Board discussed that there could be another award for such achievers but that need not be called 'the Life Time achievement' award. It was also pointed out that the matter should be discussed with the institute also. Prof Sudhir Misra and Prof Manindra Agarwal were requested to discuss the matter with the institute authorities and inform the the Board for its consideration

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| Agenda Item 3 | Updates from the Secretary |
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Prof Sudhir Misra updated the Board on:

- a. PAN IIT Travel non - reimbursement for the last Financial year:
The matter was taken up with the DRPG and he has agreed to look consider the request in the current year, .
- b. A meeting was held with the various student group on Student Alumni Interaction, which Prof Manindra Agarwal also attended, where it was decided that the AA will connect the alumni and the Student Gymkhana will handle the student front. He also informed the Board that the Alumni Mentorship programme currently running will be taken under the Alumni Association umbrella and duly published on the website and the Newsletter.
- c. During the interaction with the students, the concept of Student Membership also emerged, which needs to be taken further.
- d. The efforts for getting in touch with Mr Vikas Kumar for his visit to the institute under the SAID programme are being made.
- e. Sharing a part of the donation received by the Institute with the AA: It was said that since all donations received by the Institute are covered under 80G exemption, they cannot be transferred further to an agency without the consent of the donor.
- f. The Institute has agreed for initiative based support to the Alumni Association like Chapter development, reunion and more such activities which help alumni connect to the Institute, as proposed from time to time. The Alumni Association can also take up its own fund raising activities, and the website of the Alumni Association will be duly modified to reflect this.

Prof Ashok Gupta pointed that due time constraint the matter for finalization of chapter guidelines is not being taken up and hence comments and due approval be done through email.

Agenda Item 7 Involving alumni in the career development and placement support

Item deferred for next meeting

Agenda Item 8 CARE fund for alumni

Item deferred for next meeting

Agenda Item 9 Transparency in the functioning of the Alumni Association

Item deferred for next meeting

Agenda Item 10 Life Membership Drive

Agenda Item 11 Updates by the working groups:

1. Formalization of understanding with the Institute

2. Constitution and its review
3. Election reforms
4. Chapter development
5. Website development
6. Database management

Item deferred for next meeting

Agenda Item 12 A sub-committee for finalization of Board agenda items

Item deferred for next meeting

Agenda Item 13 Holding of Annual IITK Alumni Convention

Item deferred for next meeting

Agenda Item 13 Any other item

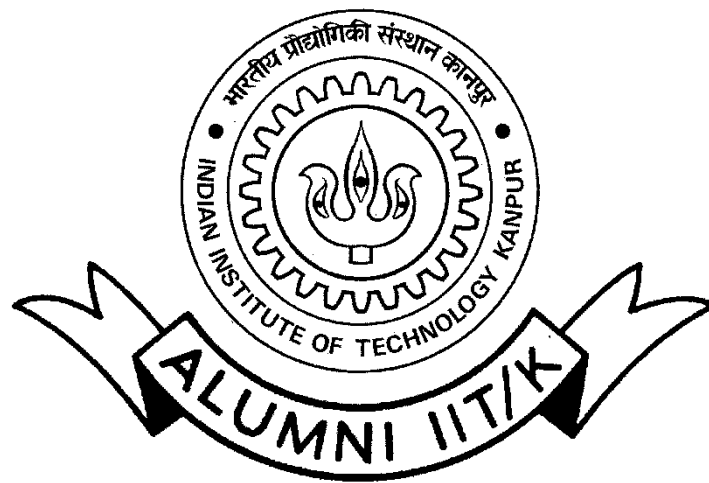
The meeting ended at about 08:30 PM (IST).

(Ashok Gupta)
President, IITKAA

(Sudhir Misra)
Secretary, IITKAA

**Minutes of the 5th BOD meeting held on September 11,
2012**

**Alumni Association
India Institute of Technology Kanpur**



**Meeting Minutes
Of the Board of Directors
Of the 2012-2014/ 5th Meeting**

Date: Tuesday September 11, 2012

Time: 06:30 PM (IST)

Through: Conference Call

Alumni Association, IIT Kanpur
Agenda of the 5th Meeting of the Board of Directors of
Scheduled to be held on September 11, 2012 at 6:30 P. M. IST
Venue: IIT Kanpur (through conference)

| Sl No | Description | Page No |
|----------------|---|---------|
| Agenda Item 1 | Welcome of the members and announcements, if any | - |
| Agenda Item 2 | Confirmation of minutes of 4 th BOD meeting held on August 14, 2012 | 2 - 7 |
| Agenda Item 3 | Updates from the Secretary | - |
| Agenda Item 4 | Involving alumni in the career development and placement support | 7 |
| Agenda Item 5 | CARE fund for alumni | 8 |
| Agenda Item 6 | Transparency in the functioning of the Alumni Association | 13 |
| Agenda Item 7 | Life Membership Drive | 13 |
| Agenda Item 8 | Updates by the working groups: 13. Formalization of understanding with the Institute 14. Constitution and its review 15. Election reforms 16. Chapter development 17. Website development 18. Database management | 14 |
| Agenda Item 9 | A sub-committee for finalization of Board agenda items | - |
| Agenda Item 10 | Holding of Annual IITK Alumni Convention | 14 |
| Agenda Item 11 | Any other item | - |

Sudhir Misra
Secretary, Alumni Association
IIT Kanpur

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| Agenda Item 1 | Welcome of the members and announcements, if any |
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Members present:

1. Prof Ashok Gupta, President
2. Mr Salil Dave, Vice President
3. Mr Sashi Singhanian, Vice President
4. Prof Sudhir Misra, Secretary
5. Prof Mukesh Sharma, Treasurer
6. Mr Dharam Vir, Member
7. Mr Saurabh Sharma, Member
8. Prof Manindra Agarwal, Member
9. Prof Ram B Misra, Member

Invitees:

1. Mr Mustan Tambawala, Nominee to PAN IIT
2. Mr Anuag Goel, Nominee to PAN IIT

Regrets:

- 1 Dr Ajay K Shukla, Member
- 2 Mr David Thomas, Member
- 3 Mr Nikhil Padhye, Member
- 4 Prof. Kripa Shanker, Member
- 5 Shri Rakesh Pandey, Member

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| Agenda Item 2 | Confirmation of minutes of 4th BOD meeting held on August 14, 2012 |
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Since there was a delay in the circulation of the minutes, it was agreed that comments, if any, may be circulated on email and the confirmation will be done in the next meeting. .

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| Agenda Item 3 | Updates from the Secretary |
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Prof Sudhir Misra informed the members that

- (1) the investment committee met to review the situation of the current corpus of the Alumni Association, and its recommendations are being duly implemented. It was decided that, the minutes of the meeting be circulated to the members of the Board,
- (2) a sum of Rs 10.5 lakhs had been received from the Institute towards the Life Membership fees of the alumni who graduated in 2012, and appreciated the help rendered by the office of DRPG for expediting the whole process. Further, an amount of about Rs 5 lakhs is still due to be released from the Institute for these graduates and
- (3) A letter has been sent to the Institute for releasing the activity based support to the Alumni Association for the current financial year i.e. 2012-2013, attached as annexure 1.

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| Agenda Item 4 | Involving alumni in the career development and placement support |
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It was decided that

- 1) Mr Salil Dave will send the Board the proposal for Virtual Internship, which has already been discussed with the Institute and is being implemented (by the Institute)
- 2) Prof Sudhir Misra informed the Board that the ideas suggested for the Student Alumni Interaction, the SAID scheme and Alumni Mentorship in association with the Student Gymkhana, is also being carried forward. Under these, a lecture for the Civil engineering students was held on Saturday, September 8, 2012 and talks are on with various other alumni to visit the campus and address the students.
- 3) The possible role of alumni in the placement of students was discussed and it was decided that the SPO may be requested to join a meeting of the BOD and share his insight on the matter.

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| Agenda Item 5 | CARE fund for alumni |
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Prof Ashok Gupta proposed the agenda and requested Prof Manindra Agrawal to share his views on the same. Prof Agrawal informed the Board that though the idea was pursued by him, he now feels that there could be several difficulties in implementing the scheme. It was agreed that Prof Ashok Gupta with Prof Manindra Agrawal will work on the proposal once again and the matter will be discussed in a subsequent Board meeting. .

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| Agenda Item 6 | Transparency in the functioning of the Alumni Association |
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Shri Dharam Vir suggested that as the minutes of the Board meetings are being uploaded on the website, similarly the agenda item for the BOD meetings should also be uploaded on the website so that the Alumni at large are kept informed of the meetings and the issues being discussed. .The suggestion was accepted and will be implemented with effect from the next meeting.

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| Agenda Item 7 | Life Membership Drive |
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Prof Sudhir Misra informed the Board of the steps being taken by the AA to increase the Life membership of the association and reach out to more alumni. He also informed the Board of the steps being taken to promote interactions with the student body, and proposed introduction of 'student membership' of IITK students. A formal proposal to this effect will be presented to the Board for discussion later.

It was felt that the definition of 'membership' of the AA needed to more clarity than is available in the present constitution, and Shri Dharam Vir was requested to keep the deliberations in mind when working on the revisions / modifications of the AA constitution.

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| Agenda Item 8 | Updates by the working groups |
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1. Formalization of understanding with the Institute

The Board was informed that the after the draft MOU which was circulated, the final draft being formulated, and will be send to the Board.

2. Constitution and its review

The draft of the constitution will be presented to the Board by the end of this month.

3. Election reforms

The proposed election reforms will be presented to the Board by the end of this month.

4. Chapter development

The guidelines have been approved and have been uploaded on the website. Shri Dharam Vir informed the Board that the formalization of the Chandigarh chapter will be completed soon.

5. Website development and Mobile application

Mr Salil Dave informed the Board that both the tasks are going on at full swing and the Alumni Association office is working with the concerned companies for their successful launch.

6. Database management

The task of database merging was tried by the two offices, but after realizing the expertise that is required for the task, it has been referred to Prof T V Prabhakar, who will advise us further. Concerns were expressed by a few members about the delay in resolving the matter and a special meeting should be called to discuss the issue.

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| Agenda Item 9 | A sub-committee for finalization of Board agenda items |
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The item was deferred for the next meeting

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| Agenda Item 10 | Holding of Annual IITK Alumni Convention |
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It was unanimously agreed that an Annual IITK alumni convention should be held outside IIT Kanpur if required to bring the all the alumni closer. It was also decided that the first one shall be held in 2013 from Delhi/outer Delhi chapter, and the location will be rotated to different parts of the country. It was understood that

for the time being, this event will not replace the Annual General Body Meeting which is traditionally held in IIT Kanpur.

(Sudhir Misra)
Secretary, IITKAA

(Ashok Gupta)
President, IITKAA

1: Letter for activity based support

AA IITK/2012/INSTT/134
September 6, 2012

Prof Manindra Agrawal,
Dean Resource, Planning and Generation

Dear Prof Manindra Agarwal,

Subject: Request for activity based support from the institute to the Alumni Association

The budget of the Alumni Association for 2012-2013 is enclosed with this letter. On behalf of the association, I would like to request the institute to extend its generous support for the activities to the extent mentioned below. I would like to mention that the amounts indicated are largely indicative and the extent of support will be limited to the amount(s) actually spent, with the figures indicated being the upper bound.

| Activity | Budget | Institute support requested |
|------------------------------------|------------------|-----------------------------|
| DAA and SKD | 550,000 | 550,000 |
| Reunion expenses | 2,500,000 | 1,250,000 |
| Kelkar Alumni Lecture | 50,000 | 0 |
| PAN IIT | 250,000 | 250,000 |
| Nostalgia | 350,000 | 300,000 |
| Chapter Activation and Development | 250,000 | 250,000 |
| Student Alumni Interaction | 60,000 | 60,000 |
| Travel | 100,000 | 100,000 |
| Website Development | 300,000 | 300,000 |
| Grand total | 4,410,000 | 3,060,000 |

I look forward to hearing from you positively soon.

With warm regards

(Sudhir Misra)

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| Agenda Item 3 | Updates from the Secretary: |
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a. Agreement for the First Convention

The Board resolution which was circulated to all members has been agreed to for organization of the First Convention at Outer-Delhi, with the transferring of the seed money of Rs 2 Lakhs from the Alumni Association.

b. FCRA

The process for getting an FCRA has been initiated.

c. Get-together of the Kanpur chapter was hosted by My Yadupati Singhania (BT/CE/75) CEO & MD, J K White Cement Pvt Ltd on Saturday October 20, 2012 at Kamla Retreat. It was an effort to reinitiated the Kanpur Chapter of the Alumni Association.

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| Agenda Item 4 | Involving alumni in the career development and placement support |
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Agenda item submitted by Mr Saurabh Sharma

- Contact to the all DAA winners to suggest and support the idea.
- Establish the advisory committee of alumni to assist the SPO, IITK.
- Alumni can support IITK students in terms of internship and placement as well.
- Contact the alumni those are in the higher position or at the top class management of industries and academics to make this effort feasible.
- Conduct the regular basis talks delivered by the alumni for the betterment of internship, placement and career opportunities.
- With the help of alumni contacts, R&D based companies can be called at large scale to make PG (M.Tech and PhD students) placement better.
- Bachelor, master, and PhD students can contact the alumni through department chair for internships, PhD positions and research opportunities/visiting fellow positions/post doctorate position.

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| Agenda Item 5 | Updates by the working groups: |
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1. Formalization of understanding with the Institute - Prof Sudhir Misra and
Prof Manindra Agrawal
2. Constitution and its review - Mr Dharam Vir
3. Election reforms - Mr Dharam Vir
4. Chapter development - Prof Ashok Gupta

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| Agenda Item 6 | A sub-committee for finalization of Board agenda items |
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| Agenda Item 7 | Upcoming Convention at Delhi - 1 |
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Since this is the first convention the few issue which need to be addressed are:

- a. Sharing of any surplus that may remain at the end of the convention, OR, sharing the liabilities in case the event goes in red.
- b. Outer Delhi Chapter is proposing to set up an independent account for the convention, which will be used to house the sponsorships, etc. and also for the expenses in connection with the convention. The BOD is requested to take note of the method of operation.
- c. Mr Anurag Goel is requested to keep the BOD informed of the progress. (covered under Agenda 8)

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| Agenda Item 8 | Upcoming Convention at Delhi - 2 from Mr Anurag Goel |
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The proposal as on date submitted by Mr Anurag Goel:

Dear All,

As approved by the AA IITK Board, we are working on the preparation for one full day Convention in Delhi. The date of the Convention will be fixed preferably as per the convenience of the Chief Guest and availability of the accommodation out of the following four dates (in order of preference):

[*] Sunday, 3rd March 2013

[*] Sunday 24th February 2013

[*] Saturday, 2nd March 2013

[*] Saturday 23rd February 2013

2. Chief Guest: Preferably Narayana Murthy or D Subba Rao

3. Venue: IIT, Delhi: Most centrally located, convenient to alumni from Gurgaon, Faridabad, NOIDA and Ghaziabad. 35 IITK Alumni are faculty in IITD (including Director - Sh.R K Shevgaonkar, M Tech - IITK 1977), outside Catering permitted. Hall charges: Dogra Hall (Capacity 1200) Rs. 41,000 per day -

Seminar Hall (Capacity 400) Rs. 25,750 per day

Both Halls are available as on date. We will require both the Halls. Dogra Hall for main programme while spouses / Family programme can run in parallel in seminar Hall. Liquor is

not permitted in IIT Delhi campus.

Please block these Halls immediately for these 4 dates, IIT Delhi may sponsor if properly approached by AA IITK

Other options like Pragati Maidan and Amity University were also explored. Pragati will be very costly (atleast Rs. 10 lakhs more) while Amity University is not centrally located.

4. AA to send invitation letters to dignitaries like N Narayana Murthy (Infosys), D Subba Rao (RBI).

Finances: All receipts of sponsorships, registration fee etc. will be deposited in a separate account to be opened in the name of AAIITK - Annual Convention 2013 in Delhi NCR - To be operated by Convention Committee and all payments have to be made from this account by cheque directly to all the vendors and creditors etc. based on the vouchers as approved by Chair / Co-Chair of Steering Committee as far as possible within 48 hours. All expenses will normally require prior consent of the monitoring committee. AA will initially provide a seed capital/ commitment of Rs. 2,00,000/- to Outer Delhi Chapter at the earliest, to be used only in case of emergency, otherwise it will be adjusted after settlement of all expenses.

Please arrange to send the seed capital money of Rs. 2,00,000/- in the name of "Alumni Association I I T Kanpur Outer Delhi Chapter"

at the earliest possible at my address:
P2/22, Block 15, Kailash dham, Plot E 1, Sector 50, NOIDA.

Best wishes.
ANURAG GOEL

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| Agenda Item 9 | Unsafe Work Conditions at Construction Sites |
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| Agenda Item 10 | Any other item |
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