



Alumni Association, IIT Kanpur

**Minutes of the
4th Board of Directors (2021-2023) Meeting
Alumni Association IIT Kanpur**

Date: 28th August 2021 (Saturday)

Time: 08:30 PM – 10:45 PM (IST)

Through: Conference Call (Google Meet)

**Minutes of
4th Board of Directors (2021-2023) Meeting
Alumni Association IIT Kanpur**

AGENDA ITEMS

Agenda Item 1	Ratification of the MoM of meeting 27.06.2021
Agenda Item 2	Agree on the revised draft MOU to be discussed with IITK, in specific the role of AA in arranging reunions
Agenda Item 3	Appointment of a digital communication cum IT manager (besides already approved post of Office Manager/Head and Accountant) in AA office
Agenda Item 4	Agree on the names of committee members to recommend a new structure for AA
Agenda Item 5	Ratification of Working Committee
Agenda Item 6	Hosting of cultural/knowledge events
Agenda Item 7	Review the recommendation of the insurance committee and approve the rollout if agreed
Agenda Item 8	Ratify the formation of a global chapter committee.
Agenda Item 9	Deliberate and agree on raising AA revenue to support AA activities and manage a well-staffed AA office.
Agenda Item 10	Any other matters.

Amarendra K Singh

(Amarendra K. Singh)
Secretary, Alumni Association IIT Kanpur

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Members Present:

Mr Shyamendra Narain, President

Prof. Ratnesh Kumar, Vice President

Prof. Amarendra Kumar Singh, Secretary

Prof. Ankush Sharma, Treasurer

Mr Pradeep Bhargava, Past President

Prof. Jayant Kumar Singh, Past Secretary

Mr Anand Verma, Member 1

Ms Smita Agrawal Nee Hashim, Member 2

Mr. Apoorva Khandelwal, Member 3

Mr. Pankaj Agrawal, Member 4

Ms Deeksha Awasthi, Member 5

Dr Vivek Mudgil, Member 6

Mr Prakash Chandra Rastogi, Member-7

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Agenda Items for the Board Meeting on 21st August, 2021

1. Announcements/Ratification of the MoM

The Board members

- thanked Prof. Jayant K Singh, outgoing Secretary and Prof. Amey Karkare, outgoing Treasurer, for their services to the Alumni Association
- welcomed Professor Amarendra K Singh and Prof. Ankush Sharma as new Secretary and Treasurer to the Board, and
- welcomed Prof. Jayant K Singh, immediate past Secretary, as an ex-officio member of the Board.

The Board ratified the MoM of the BOD meeting, held on 27th June 2021.

2. Agree on the revised draft MOU to be discussed with IITK, in specific the role of AA in arranging reunions.

Brief Outline: The first version of the draft MOU was shared by Prof. Jayant on 14th May. In mid-June, a four-member committee comprising Mr Shyamendra, Mr Pradeep, Mr Vivek, and Prof. Ratnesh (committee-lead) was constituted by Mr Shyamendra to discuss updates to the draft MOU that also includes data access. All the suggested updates to the draft MOU were discussed at length during the Board meeting.

Resolution: Modifications on which there was absolute consensus were retained. Others were discarded. Prof. Ratnesh volunteered to share the draft of the agreed-upon document with the Board members, and it was decided that, upon vetting, the President will share the same with DORA.

Follow-up actions: The President shared the modified MOU with DORA and requested to expedite to enable data access and Almathine rollout. DORA will get back after checking with IIT legal team.

3. Appoint a digital communication cum IT manager (besides already approved post of Office Manager/Head and Accountant) in the AA office.

Brief Outline: To support online platform and other digital support for AA communications, digital marketing, web support, etc.

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Resolution: In view of the difficulty in finding a suitable person for the position, Secretary AA suggested hiring an agency to manage the digital marketing and IT work of the AA office. This was accepted, and the Secretary was authorized to select a suitable agency and advise the Board, at the earliest. Secretary also requested for engaging short term resources for miscellaneous office work. It was accepted with a limit of 25000 pm.

4. Agree on the names of committee members to recommend new structure for AA.

Brief Outline: Keeping in view many new initiatives being planned by the Alumni Association and to bring complete management of AA with alumni, it is proposed to set up a committee to propose a new structure for the AA. Patron may be requested to announce this committee and its brief.

Resolution: It was agreed to submit a list of alumni to the Patron as potential members of the AA restructuring committee- to be announced by him. Few names were discussed. It was decided to expand the list further by including few donors, DAA and young alumni. This member list will get ratified in the next board meeting. AA Board will be notified of the selected members to the restructuring committee and accord its agreement.

Follow-up: New names are being suggested by the members. All the names, including the proposed new names, will be discussed in the next Board meeting, and a consolidated list will be finalized for submission by the President AA to the Patron. This will form an agenda item for the next Board meeting.

5. Ratification of Working Committee.

Brief Outline: Approval of working committee of the members of the Board as an ad-hoc committee, with its function to identify and formalize new initiatives and bring them to the Board meeting for further discussion and approval.

Resolution: The formation of the Working Committees, to be drawn from the Board members, was approved with a mandate to identify and formalize new initiatives. The recommendations of the Working Committee will have to be presented to the Board for discussion and approval. Attendance in these meetings is not compulsory but desirable for broader involvement.

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6. Remaining Agenda Items

The following agenda items could not be taken up during the meeting

Agenda Item 6	Hosting of cultural/knowledge events
Agenda Item 7	Review the recommendation of the insurance committee and approve the rollout if agreed
Agenda Item 8	Ratify the formation of a global chapter committee.
Agenda Item 9	Deliberate and agree on raising revenue for AA to support activities of AA and manage a well-staffed AA office

Decision: It was decided to discuss these agenda items in the next Board meeting (proposed to be held within two weeks).

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Sl. No.	Name	Signature
1	Shyamendra Narain	
2	Ratnesh Kumar	
3	Amarendra Kumar Singh	
4	Ankush Sharma	
5	Pradeep Bhargava	
6	Jayant Kumar Singh	
7	Anand Verma	
8	Smita Agrawal Nee Hashim,	
9	Apoorva Khandelwal,	
10	Pankaj Agrawal	
11	Deeksha Awasthi	
12	Vivek Mudgil	
13	Prakash Chandra Rastogi	