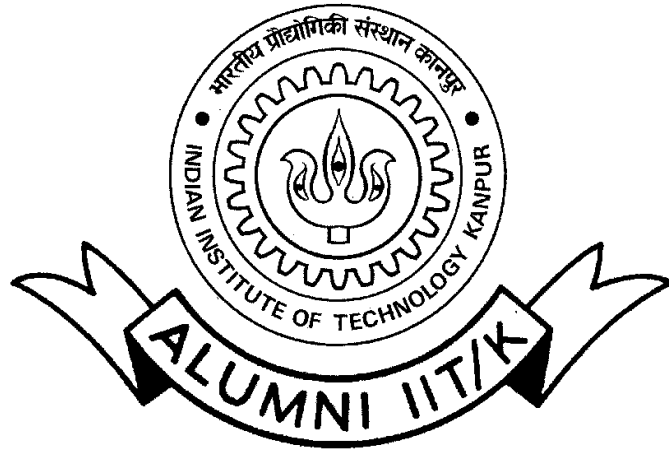


**Alumni Association
India Institute of Technology Kanpur**



**Board of Directors meeting
Minutes of the 2nd Meeting
2014-2016**

Date: Tuesday, June 10, 2014

Time: 06:30 PM (IST)

**Through: Conference Call
(GoToMeeting)**

Alumni Association, IIT Kanpur
Agenda of the 2nd Meeting of the Board of Directors
on June 10, 2014 at 6.30 PM

SI No	Description
Agenda Item 1	Welcome of the members
Agenda Item 2	Approval of May 5, 2014 meeting minutes
Agenda Item 3	Delhi Office
Agenda Item 4	Adoption of Working Group
Agenda Item 5	Update on Chapter Accreditation
Agenda Item 6	Update on Use of LinkedIn to improve AA data base
Agenda Item 7	Update on progress on Student Placement
Agenda Item 8	Update on e-mail IDs for Alumni xyz@iitkalumni.org < mailto:xyz@iitkalumni.org >
Agenda Item 9	Update on AA Website
Agenda Item 10	"Amazon India "
Agenda Item 11	Positions of AA staff
Agenda Item 12	<p>Announcement 1: Online photography competition during Antaragni</p> <p>Announcement 2: Convocation is on 18th June</p> <p>Announcement 3: Mr. Pawan Kumar Goenka (BT/ME/75) has been appointed Chairman of the Board of Governors at the IIT, Madras</p> <p>Announcement 4: Alumni Reunions for the year 2014-15.</p> <p>i) Golden Jubilee Reunion of the Batch-of-1964 from November 21-24, 2014</p> <p>ii) 20th Year Reunion of the Class-of-1994 from December 24-25, 2014.</p> <p>iii) Silver Jubilee Reunion the Class-of-1990 from December 26-28, 2014</p> <p>iv) 30th Year Reunion of the Class-of-1984 from January 2-4, 2015.</p> <p>v) 35th Year Reunion of the Class-of-1980 from January 9-11, 2015.</p>
Agenda Item 13	Any other business

K S Venkatesh
Secretary, Alumni Association
IIT Kanpur

Alumni Association, IIT Kanpur
Minutes of the 2nd Meeting of the Board of Directors held
On June 10, 2014 at 6.30 PM
Venue: IIT Kanpur (through GoToMeeting)

Agenda Item 1	Welcome of the members
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Members Present:

1. Prof. Ashok Gupta
2. Mr. DharamVir
3. Prof. Venkatesh K Subramanian
4. Dr. Rajeev Gupta
5. Mr. Asim Prasad
6. Mr. Damnish Kumar
7. Mr. Saurabh Sharma
8. Mr. Ishant Jain

Regrets:

1. Prof SudhirMisra
2. Mr. ManzilKohli
3. Mr. Nikhil Padhye
4. Mr. Vanita Srivastava
5. Dr. Ajay Kumar Shukla
6. Prof Prabhat Munshi
7. Mustan Tambawala
8. Arvind Gupta

Prof K S Venkatesh extended a warm welcome to all the members present.

Agenda Item 2	Approval of May 5, 2014 meeting minutes
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The minutes of the 1st meeting held on May 5, 2014 was approved.

Agenda Item 3	Delhi Office
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The Board approved in principal the proposal submitted by Mr. Priya Ranjan Swaroop to establish an AA office in Delhi. There were 10 votes in favor, 1 against and 4 did not vote. Voting was done via e-mail. Proposal is attached in Appendix 1.

Since no additional expenditure would occur on AA, the board would monitor its progress on experimental basis. An MOU is being worked and will be submitted.

Agenda Item 4	Adoption of Working Group
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The working group document attached in Appendix 2 was accepted by the Board. A bulk mail is to be sent to all alumni announcing the working group and the coordinators can invite other alumni to help them in their assignments.

Agenda Item 5	Update on Chapter Accreditation
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Mr. Dharam Vir added that the generation of operational guidelines is in process. And will be discussed in the next Board meeting along with the new Certificate of Accreditation.

Agenda Item 6	Update on Use of LinkedIn to improve AA data base
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Mr. Asim Prasad and Mr. Damnish Kumar discussed if paid membership of LinkedIn is necessary to improve AA database and in addition to use some sites like Naukri.com. Professors Venkatesh and Rajeev to work with Prof Munshi to see if AA and DORA databases of alumni can be merged.

Agenda Item 7	Update on progress on Student Placement
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Mr. Dharam Vir suggested that we should identify PSUs which are not coming to IIT Kanpur and invite them for students' placement. Once the placement is good, the JEE toppers will naturally be attracted towards IITK

Agenda Item 8	Update on e-mail IDs for Alumni xyz@iitkalumni.org < mailto:xyz@iitkalumni.org >
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Mr. Ishant Jain briefed to the board regarding the contacts he had made to 3 companies to get the forwarding email facility workable. Prof. Gupta said he would introduce Ishant Jain and Damnish Kumar to Mr. Ramki of the '89 batch who is currently helping Mr. Brijesh Gaur in the AA office and get the technical problem fixed at the earliest.

Agenda Item 9	Update on AA Website
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Prof. Venkatesh explained to the board that the company is not doing any appreciable work in the last few weeks to take our website further and until they hand over the software/codes, Mr. Brijesh Gaur will have not much to add to the website. Prof Gupta added that the company has agreed to assign one person on AA website issue beginning June 15 and promised to finish all work by June 30.

Agenda Item 10	"Amazon India "
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Mr. Damnish Kumar suggested Bluegape.com founded by Sahil Bagla for souvenir sales. Ashok to contact Sahil.

Agenda Item 11	Positions of AA staff
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Mr. Dharm Vir said that the advertisement for the post of Office Manager has to be sent to the newspapers as soon as possible. Mr. Dharm Vir offered to come to IIT Kanpur during the first week of July to look into the assignment of work to the staff members at AA office and talk to the Director addressing the problems for AA to work cordially with the Institute.

Agenda Item 12	Announcements
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Prof. Venkatesh announced all the reunions of this financial year. The Board congratulated Mr. Pawan Kumar Goenka (BT/ME/75) on being appointed Chairman of the Board of Governors at the IIT Madras.

Prof Venkatesh will bring to the attention of IITK administration that AA Board should formally be invited for every Convocation beginning 2014

Agenda Item 13	Any other business
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Mr. Damnish Kumar said that some strategy should be worked out for attracting JEE toppers to IIT Kanpur like talking to the coaching centres, market for students placement, PR and announce that 4 secretaries of GOI are IIT Kanpur alumni.

The meeting ended at 8.30 pm (IST) and the next meeting was fixed to 8th July.

(Ashok Gupta)

President, IITKAA

(K S Venkatesh)

Secretary, IITKAA

Appendix 1

Proposal for Opening a Delhi Office of Alumni Association, IIT Kanpur

This note is to request AA Board to authorize opening Delhi Office of Alumni Association. More than 3000 alumni reside or work in Delhi and NCR region (Delhi, Noida, Gurgaon, Faridabad, and Ghaziabad). Every year, new graduates seek employment in the area. However, there is no physical presence of Alumni Association in the region to serve the needs of this largest group of alumni. The Kanpur Office mostly maintains records and organizes events on campus; it provides no service to alumni.

ACTIVITIES OF DELHI OFFICE

It is envisioned that Delhi Office will provide the following services:

Interaction with Industries:

- Obtain projects for IITK through interaction with major Industry Federations/ Associations and IITK faculty. These projects will be sought through alumni or direct approach
- Funding, monitoring and execution of the projects
- For placements of freshers/alumni
- Internships for students
- Involve the industry in conventions/ seminars/workshops and other fund raising activities, on and off campus

Interaction with Alumni:

- Assisting alumni owned industries with their research/management needs
- Entrepreneur development assistance
- Internships for students which will improve marketability of students as well as help alumni run companies
- Assisting Alumni to visit campus for offering workshops/lectures to students
- Promoting Institute offered workshops to industry/alumni
- Improving alumni connectivity through newsletter, conventions, picnics, travel and tours
- Welcoming/assisting new alumni to settle in the region
- Cultivating / nurturing alumni with an aim towards fund raising

- Development and improvement of Alumni Data Base that includes employer and experiences gained. Currently AA database does not capture this data.
- Interacting with the chapters/ individual batches etc- With aim to facilitating projects for the institute.
- Placement assistance for both freshers as well alumni.
- Assisting / guiding alumni and freshers in their career development
- Assisting alumni for Higher Studies in India / Abroad.
- Development of soft skills-senior alumni can be involved in this cause.
- Development of AA website meeting the aspirations of the alumni fraternity right from granddaddies to youngsters. Developing electronic media for interacting on a macro and on a micro level of the alumni - -hosting of job requirements and opportunities for the alumni.
- Manage alumni CARE fund to help alumni in their hour of need – medical emergency, death, old age, infirmary, children education, children marriage etc.
- Institute’s image building activities by supporting social initiatives/causes
- Facilitate/advocate alumni centric projects such group housing etc.

Interaction with Retired Faculty

- Involve Retired faculty in mentoring, research projects and skills development

Interacting with the Government-Agencies

- On scientific, technical issues-patent registration and other policy issues.

Interacting with professional bodies- In India/Abroad

WHAT DO WE NEED

- A Director (a senior alumnus) in Delhi Office of AA who could also coordinate efforts with AA Office in Kanpur.
- Office staff: Secretary, Office assistant, Database/IT person, Driver
- Office Space
- Office equipment

HOW WILL IT BE REALIZED

Dr. P.R.Swarup (BT/CE/1975), Director General, Construction Industry Development Council (CIDC), will provide the following for one year without any cost or risk to Alumni Association:

- Office space at CIDC’s training center at Faridabad
- Office equipment

- Office Staff
- Infrastructure: Telephone, Internet
- Wages for the Delhi Office Director (DOD)

The cost of operation shall be met by generating resources in the first year by the Delhi office and thereafter it would be on its own.

| Dr. Swarup shall facilitate and oversee the functioning of this office and shall manage the resources generated during this period to make the operations self-financed.

It is expected that after one year, the DOD will be able to generate enough funds to pay for the Delhi Office operation + some surplus for the Alumni Association. If it does not happen, Alumni Association can revisit the arrangement.

Appendix 2

WORKING GROUPS

Activities	Coordinator	Group Members
Updating and Cleaning up of Alumni Databases	Asim	Venkat, Rajeev, Ishant
Chapter Issues: Accreditation, Relation, Development	Dharam Vir	Manzil, Damnish, Ajay
Guidelines for Civilized AA's Elections	Dharam Vir	
AA's New Website	Ashok	Damnish
Better Election System/Platform	Damnish	Dharam Vir, Ashok
Placement of UG and PG students	Manzil	Saurabh, Ishant
Top JEE rankers not joining IITK	Dharam Vir	Manzil, Ajay, Prabhat
Students Mentorship, Business Connect	Dharam Vir	Manzil, Asim, Nikhil
Conventions/Alumni Day	Damnish	Asim, Manzil, Vanita
Students Exchange Program with Foreign Universities	Nikhil	Saurabh, Manzil
Facilitating Women Alumni & Student Networking	Vanita	
Programs for Alumni by the Institute	Venkat	Sudhir, Rajeev, Prabhat
Guidelines for Community Service Project Funding	Dharam Vir	Prabhat, Sudhir, Arvind

Guidelines for Fund to help Alumni/students others	Dharam Vir	Prabhat, Sudhir, Arvind
E-mail Address to Alumni (xyz@iitkalumni.org)	Ishant	Asim, Manzil
AA Newsletter	Vanita	AA Office Staff (Brijesh)
Learning from Alumni associations of other IITs	Mustan	Vanita, Ajay,
Suicide Prevention	Ashok	Vanita, Saurabh
Fund Raising for AA	Rajeev	Ashok, Damnish, Asim, Nikhil