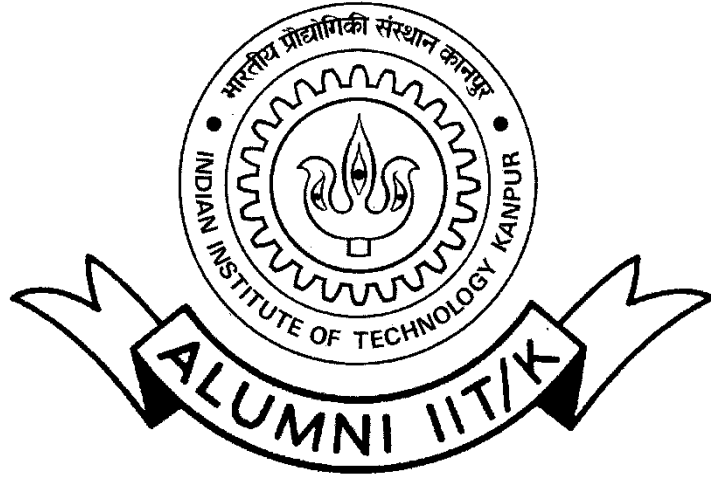


**Alumni Association
India Institute of Technology Kanpur**



**Board of Directors meeting
Agenda for the
2012-2014/ 13th Meeting**

Date: Friday, November 22, 2013

Time: 06:30 PM (IST)

Through: Conference Call

Alumni Association, IIT Kanpur
Agenda of the 13th Meeting of the Board of Directors of
Scheduled to be held on Friday, November 22, 2013 at 6:30 PM (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 11 and 12 BOD meeting | 3-17 |
| Agenda Item 3 | Update: DAA and SKD award ceremony Forthcoming reunions | 18 |
| Agenda Item 4 | Write up on Accomplishments of this Board | 18-21 |
| Agenda Item 5 | CARE Fund & Creating Corpus from Excess funds | 22-26 |
| Agenda Item 6 | Guidelines to Fund Community Service Projects | 26-27 |
| Agenda Item 7 | Election Committee | |
| Agenda Item 8 | Leftover issues from earlier meetings: <ul style="list-style-type: none"> • Filing of new Constitution & By-laws with ROS • Use of library by alumni and other faculty in Kanpur • FCRA • Vehicle Pass for Alumni • IITK Song • Mobile App: New Proposal from an alumnus, Old App | |
| Agenda Item 9 | To establish stronger ties between students and the AA | |
| Agenda Item 10 | To study the functioning of AAs of other IITs including resource mobilization - constitution of a committee | |
| Agenda Item 11 | Any other item | |

Sudhir Misra

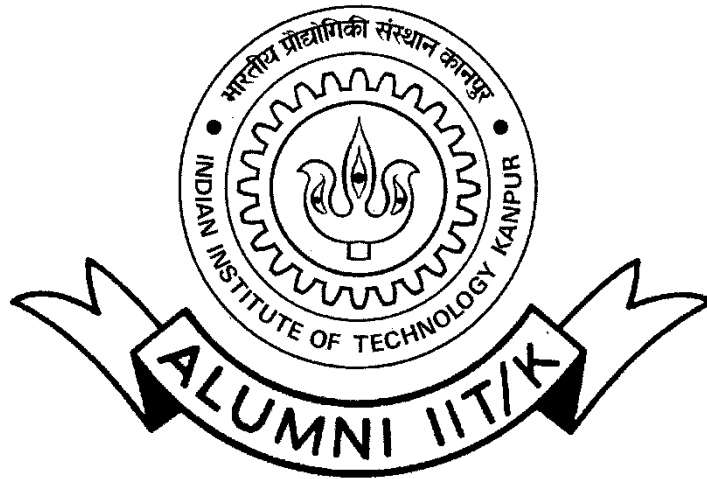
Alumni Association, IIT Kanpur
BOD/2012-2014/13th Meeting/ Agenda
November 21, 2013
Secretary, Alumni Association
IIT Kanpur

Agenda Item 2

Confirmation of minutes of 11 and 12 BOD meeting

11th BOD meeting

Alumni Association
India Institute of Technology Kanpur



Minutes of the
2012-2014/ 11th Meeting
of the Board of Directors
held on
Friday, September 6, 2013
at 06:30 PM

Alumni Association, IIT Kanpur
Agenda of the 11th Meeting of the Board of Directors of
Held on Friday, September 6, 2013 at 6:30 PM (IST)
Venue: IIT Kanpur (through conference)

| SI No | Description |
|----------------|---|
| Agenda Item 1 | Welcome of the members and announcements, if any |
| Agenda Item 2 | Confirmation of minutes of 10 BOD meeting and Special BOD meeting held on August 18, 2013 |
| Agenda Item 3 | Updates <ul style="list-style-type: none">a) Balance Sheet 2012-2013b) FCRA progressc) Vehicle Pass for Alumnid) IITK Song |
| Agenda Item 4 | Progress on AA Website |
| Agenda Item 5 | Future of Mobile App |
| Agenda Item 6 | Actions to be taken for the implementation of the amended Constitution and Bye-Laws have come in force after their approval by the EGBM |
| Agenda Item 7 | To Institute photography competitions amongst students and faculty separately |
| Agenda Item 8 | To study the functioning of AAs of other IITs including resource mobilization - constitution of a committee |
| Agenda Item 9 | To establish stronger ties between students of the Institute and the AA |
| Agenda Item 10 | Sale of Alumni souvenir on Flipkart |

| | |
|----------------|--|
| Agenda Item 11 | Availability of IITK Library facility to alumni of ALL IITs without any charge |
| Agenda Item 12 | Campaign to become life members for the earlier graduates |
| Agenda Item 13 | Funding available for Community Service projects |
| Agenda Item 14 | Funding Community Service projects: a. Jamshedpur Project-O, b. Prayas students teaching at OS, c. FM Radio Project, d. Supporting science education and environmental awareness e. Other Initiatives |
| Agenda Item 15 | Any other item |

Sudhir Misra
Secretary, Alumni Association
IIT Kanpur

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

Members present:

1. Prof Ashok Gupta, President
2. Prof Sudhir Misra, Secretary
3. Prof Mukesh Sharma, Treasurer
4. Mr David Thomas, Member
5. Mr Dharam Vir, Member
6. Mr Salil Dave, Vice President

Invitees:

7. Mr Anurag Goel, Nominee to PAN IIT
8. Dr Anupam Saxena, Rep of DORA

Regrets:

9. Mr Saurabh Sharma, Member
10. Mr Nikhil Padhye, Member
11. Prof Ram B Misra, Member
12. Dr Ajay K Shukla, Member
13. Prof. Kripa Shanker, Member
14. Mr Sashi Singhania, Vice President
15. Prof Prabhat Munshi, DORA

Invitee:

16. Mr Mustan Tambawala, Nominee to PAN IIT

Prof Ashok Gupta extended a warm welcome to all the members.

| | |
|---------------|---|
| Agenda Item 2 | Confirmation of minutes of 10 BOD meeting and Special BOD meeting held on August 18, 2013 |
|---------------|---|

Since no comments have been received, the minutes of the 10th BOD meeting and the special BOD meeting held on August 18, 2013, were confirmed.

| | |
|---------------|---------|
| Agenda Item 3 | Updates |
|---------------|---------|

- a. Balance Sheet 2012-2013
- b. The Board unanimously approved the Balance Sheet and it was pointed out the Income Tax returns be filed as per the law of the land by September 30 each year.
- c. FCRA progress

The matter was deferred for the next meeting

d. Vehicle Pass for Alumni

The matter was deferred for the next meeting

e. IITK Song

The matter was deferred for the next meeting

| | |
|---------------|----------------------------|
| Agenda Item 4 | Progress on the AA website |
|---------------|----------------------------|

Prof Ashok Gupta informed the Board that the website is in the final phases of testing and efforts are being made to launch it by September 16, 2013.

| | |
|---------------|--------------------------|
| Agenda Item 5 | Future of the Mobile App |
|---------------|--------------------------|

The future of the mobile app was discussed at large and Dr Anupam Saxena was requested to take up the matter with the DORA and the Institute. Meanwhile , it was also decided that a letter may be written to the Director by Shri DharmaVir ji seeking his intervention in the matter.

The future of the mobile app was discussed at large and Dr Anupam Saxena was requested to take up the matter with the DORA and the Institute. Meanwhile , it was also decided that a letter may be written to the Director by Shri DharmaVir ji seeking his intervention in the matter.

| | |
|---------------|--|
| Agenda Item 6 | Actions to be taken for the implementation of the amended Constitution and Bye-Laws have come in force after their approval by the EGBM |
|---------------|--|

The Board noted the actions to be taken for the implementation of Amended Constitution and Bye-Laws as advised by Shri Dharam Vir ji.

Implementation of Amended Constitution and Bye-Laws

After the approval of the amended Constitution and Bye-Laws by the General Body in its meeting held on August 18, 2013, several actions are required to implement various provisions of the Constitution and Bye-Laws. In brief they are described below:-

1. **Membership** - In view of the following provisions of the Constitution, there shall be no regular member after Dec 31, 2013. All students graduating till this date are not required to enroll as Life Members. They can be Regular. However, all students graduating after Dec 31, 2013 are required to be Life Members. The subscription can be fixed / revised by the Alumni Association.

5. Membership: The Association shall have the following categories of members:
- i. Regular Member: An alumnus/alumna, who has received or receives a degree/diploma awarded by the Institute by December 31, 2013 and has not paid any subscription for Life Membership, shall be a Regular Member.
 - ii. Life Member: The following shall be a Life Member:
 - a. An alumnus/alumna, who has received a degree / diploma awarded by the Institute and paid the subscription as prescribed by the Board of Directors of Association for Life Membership, and
 - b. A faculty, who has served the Institute for at least one year and has paid one time subscription for Life Membership as prescribed by the Board of Directors of Association.

The Association must now revise all instructions and advise old alumni accordingly.

2. **Board of Directors** - The composition of BOD has changed. According to the Bye-Law no 22, the existing Board shall continue till its term is over. No action is needed.
3. **Register of Members - According to the Bye-Law No 3, the** Secretary shall be required to maintain a register of all members in the form approved by the Board and the register shall be kept open to all members and shall be hosted on the AA's website. The Board should approve format of the register and advise the Secretary to maintain it accordingly.

1. Register of Members

- i. The Secretary of Association shall maintain a register of all members of the Association in the form approved by the Board. The register shall be kept open for inspection by all members of the Association and any person authorized by the board or as per provisions of the Societies Registration Act, 1860 and rules as applicable. The register shall also be hosted on the website of the Association with appropriate security checks.
- ii. Updating of Register and Enrollment of Members – The Board shall frame guidelines for updating of the register of members on a continuous basis.
- iii. Notwithstanding the provision of the sub-By-Law 3(ii) above, there shall be no updating of Register after the announcement of the schedule of elections.

However, clerical errors would be allowed to be corrected with the orders of the Election Officer appointed under By-Law 11(i)(f).

4. **Office Bearers** - Bye-Law 5 prescribed powers of Office Bearers. Now they have to discharge their functions accordingly.
5. **Elections of Office Bearers and Members of the Board** - The next Board is to be elected as per the Amended Constitution and Bye-Laws. The Election Officer is required to be appointed in the month of December, 2013. Since detailed rules have been made for the conduct of elections, it would be appropriate if Election Officer could be identified by October end so that he can start looking all the issues concerning the elections, especially hardware and software related issues.

The Board may consider the above issues and take appropriate decisions. AA Office will file new constitution with Registrar of Society.

| | |
|----------------------|--|
| Agenda Item 7 | To Institute photography competitions amongst students and faculty separately |
|----------------------|--|

The Board agreed to the proposal to conduct a competition amongst students, teachers and alumni. The underlying idea is have directory of high quality pictures of various facets of campus spread over time. This way, the institute can have pictorial depiction of how it has evolved over the years. Besides, the Alumni Association can think of publishing a coffee table book(s) which can even be priced and sold.

The competition can also help the students to learn photography and also sharpen their abilities in this area. The activity can be jointly funded by the Institute and Alumni Association.

The Board agreed to the proposal and Mr Salil Dave and Mr Dharam Vir were requested to work it on further.

| | |
|----------------------|--|
| Agenda Item 8 | To study the functioning of AAs of other IITs including resource mobilization - constitution of a committee |
|----------------------|--|

The item was deferred for the next meeting.

| | |
|----------------------|--|
| Agenda Item 9 | To establish stronger ties between students of the Institute and the AA |
|----------------------|--|

The item was deferred for the next meeting.

| | |
|----------------|--|
| Agenda Item 10 | Sale of Alumni souvenir on Flipkart |
|----------------|--|

The Board passed the following resolution:

“100% of profits to AA from the sale of souvenirs from Souvenir Shop, Flipkart or other means up to a maximum of Rs. 1Lakh per year will be donated to Opportunity School. The rest of the profit, if any, will be donated to Prayas and other community service projects. This formula may be reviewed by AA Board as and when necessary”.

| | |
|----------------|---|
| Agenda Item 11 | Availability of IITK Library facility to alumni of ALL IITs without any charge |
|----------------|---|

The item was deferred for the next meeting.

| | |
|----------------|--|
| Agenda Item 12 | Campaign to become life members for the earlier graduates |
|----------------|--|

The item was deferred for the next meeting.

| | |
|----------------|---|
| Agenda Item 13 | Funding available for Community Service projects |
|----------------|---|

Prof Sudhir Misra informed the Board that an amount of Rs 56 Lakhs is available 85% of which is to be spent of various initiatives taken up by the Association within a span of five years.

| | |
|----------------|--|
| Agenda Item 14 | Funding Community Service projects: |
|----------------|--|

1. Jamshedpur AA Chapter's Project-O:

This project will bring visibility of IITK Alumni, show that AA cares about chapter activities. Chapter is also raising funds from local schools via competition and local alumni and businesses. The project when completed will put a plaque acknowledging AA's support. The chapter has requested Rs. 4L.

The project was approved for a funding of Rs 1 Lakh.

2. Prayas students teaching at OS:

IITK Students involved in Prayas who wish to Teach at Opportunity School. There are now 5 students who would like to teach at ODS for 1 year before they start their own

school. that we give them a stipend of Rs. 4000 per month for 10 months making the total to (4000 pm x 5 students x 10 months = Rs 2,00,000). If number of students volunteering to teach become less than 5, we increase each volunteer's stipend proportionately.

The matter was discussed at large and it was unanimously agreed that the project may be taken up by the Alumni Association in due consultation with Prof H C Verma, Faculty Coordinator of the Opportunity School. Prof Mukesh Sharma, Treasurer was requested to follow up the matter further, and a budget sanction to a limit of Rs 2 lakhs was approved by the Board.

3. FM Radio Project Community Radio:

To disseminate information on importance of health and hygiene among children and workers living in the neighboring villages. I believe this is an important topic worthy of support from AA. However, its role is limited to dissemination of info without any help for medical check-up or medicines which these workers/children lack. Also, there are other venues of support available: Workers' Welfare Fund as well as Community Outreach Group (COG) at the institute which has been given a mandate to serve the community. Funds requested are Rs. 1,60,400. It is recommend that we APPROVE to provide Re. 1L and the rest be requested from other sources as presented earlier. AA's support be acknowledged on all publicity material.

The Board agreed to a payment of Rs 1 Lakh for this project.

4. Supporting science education and environmental awareness

A proposal was received from the faculty coordinator Physics Society for financial help tot the range of Rs 10,000 for promoting science education and environmental awareness.

The project was unanimously approved for a funding of Rs 10,000.

It was proposed that a report of activities and the final outcome of each of the project may be requested from all the agencies that are receiving the funding.

The Board while considering the social initiative projects resolved that:

A request be sent to all chapters seeking projects related to the various social initiatives that they need to take up.

It was also agreed that guidelines be drafted and once approved by the Board may be followed before supporting a project.

A standing committee of the Board be formed which will be empowered to take up the approval of projects upto certain amount as per the guidelines.

| | |
|----------------|----------------|
| Agenda Item 15 | Any other item |
|----------------|----------------|

No matter was taken up.

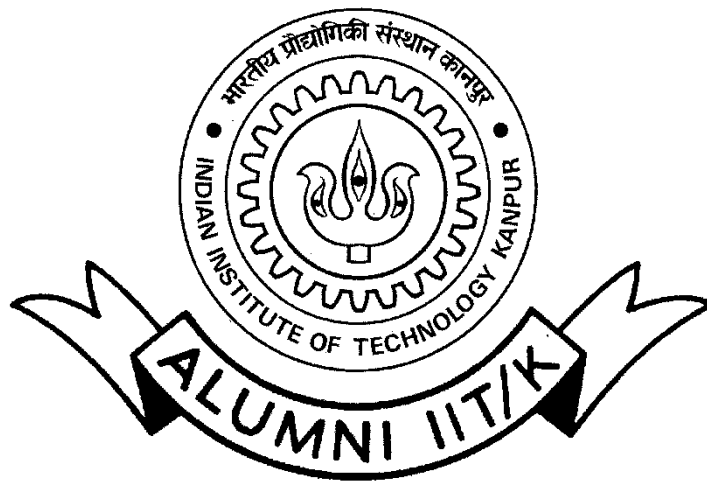
The meeting ended at about 08:30 PM (IST).

(Ashok Gupta)
President, IITKAA

(Sudhir Misra)
Secretary, IITKAA

12th BOD Meeting

Alumni Association India Institute of Technology Kanpur



**Minutes of the
2012-2014/ 12th Meeting
of the Board of Directors
held on
Friday, October 18, 2013
at 06:30 PM**

Alumni Association, IIT Kanpur
Agenda of the 12th Meeting of the Board of Directors of
Scheduled to be held on Friday, October 18, 2013 at 6:30 PM (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 11 BOD meeting |
| Agenda Item 3 | Update: Report on Career Awareness Session at IIT Kanpur |
| Agenda Item 4 | To Institute photography competitions amongst students and faculty separately |
| Agenda Item 5 | Issue of Workers safety |
| Agenda Item 6 | PAN IIT at Houston, December 6-8, 2013 |
| Agenda Item 7 | Schedule for the forthcoming BOD meetings |
| Agenda Item 8 | CARE Fund |
| Agenda Item 9 | Any other item |

Sudhir Misra
Secretary, Alumni Association
IIT Kanpur

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

Members present:

17. Prof Ashok Gupta, President
18. Mr Sashi Singhanian, Vice President
19. Prof Sudhir Misra, Secretary
20. Mr David Thomas, Member
21. Prof Prabhat Munshi, DORA
22. Prof. Kripa Shanker, Member

Invitees:

1. Mr Mustan Tambawala, Nominee to PAN IIT

Regrets:

2. Mr Dharam Vir, Member
3. Prof Mukesh Sharma, Treasurer
4. Mr Salil Dave, Vice President
5. Mr Saurabh Sharma, Member
6. Mr Nikhil Padhye, Member
7. Prof Ram B Misra, Member
8. Dr Ajay K Shukla, Member

Invitee:

9. Mr Anurag Goel, Nominee to PAN IIT

Prof Ashok Gupta extended a warm welcome to all the members.

| | |
|----------------------|--|
| Agenda Item 2 | Confirmation of minutes of 11 BOD meeting |
|----------------------|--|

After some typos that were pointed out, it was agreed that the minutes of the 11th BOD meeting be re-circulated and confirmed.

| | |
|----------------------|----------------|
| Agenda Item 3 | Updates |
|----------------------|----------------|

The Secretary informed the Board that the Career Awareness workshop supported by the Alumni Association was successfully organized on October 3-4, 2013. The Board was of the view that, data of the last three years, be requested from the Student Placement Office on the students who were not placed and their reasons thereof.

He also informed that the first episode of the community health awareness series was also launched and telecasted by the IITK FM Radio on October 15, 2013.

| | |
|----------------------|---|
| Agenda Item 4 | To Institute photography competitions amongst students and |
|----------------------|---|

| | |
|--|---------------------------|
| | faculty separately |
|--|---------------------------|

The matter was discussed and it was agreed that the competition may be held every two to three years and a committee consisting of Shri Dharavir and Prof Mukesh Sharma was proposed to take up the matter further. A initial budget of Rs 2.5 Lakhs was approved for the event, with support from the Institute and the Student Gymkhana.

| | |
|----------------------|--------------------------------|
| Agenda Item 5 | Issue of Workers safety |
|----------------------|--------------------------------|

Prof Prabhat Munshi, DORA informed the Board of the various initiatives that have initiated by the Institute to address the issue of workers safety. A Safety Officer has been appointed and Safety cell has been created which will ensure safety of all, at all workplaces within the campus.

The Board unanimously agreed to the resolution (Annexure 1) and to be sent to the various Institute functionaries.

| | |
|-----------------------|-----------------------|
| Agenda Item 11 | Any other item |
|-----------------------|-----------------------|

The travel for PAN IIT which is scheduled to be held from December 6-9, 2013 was discussed at large and it was unanimously agreed that the travel and stay of the President and the Secretary be borne by the Association.

The meeting ended at about 08:00 PM (IST).

(Sudhir Misra)
Secretary, IITKAA

(Ashok Gupta)
President, IITKAA

Annexure 1:



**Alumni Association
Indian Institute of Technology Kanpur**

***Resolution on
Making Workplace Safe at IIT Kanpur***

Where as...

- In the last 6-years there have been serious accidents on construction sites at IITK mainly due to lack of concern for safety of workers. Several workers have lost their lives or have been injured.
- With so much of construction activities on campus for such a long time, it is unclear why the issue of workers' safety has not received the priority it deserves.
- Alumni have also expressed serious concerns on the poor safety record that tarnishes their alma mater's image as a premier institute of technology.
- It is expected that a Safety Officer will join the institute w.e.f. from November 2013.

So it be resolved that Alumni Association at IIT Kanpur requests the Institute to:

- 1) Conduct comprehensive review of ALL contract agreements before they are signed to ensure that they contain statutory Safety and Health provisions in the main contract document as well as require that the contractors carry insurance for workers against injuries and death. A prequalification of contractors should also be carried out and bids from non-conforming contractors should not be opened;
- 2) Give Safety Officer responsibility to monitor safety practices of contractors and authority to stop work and recommend penalty if a violation of safety norm is observed;
- 3) Require Environment Health and Safety security deposit from contractors and incorporate penalty clauses for safety violations in all contracts;
- 4) Adopt a standardized contract format that includes provisions for Safety, Health, and on the job training of workers vis a vis safety;
- 5) Include enforcement of safety practices on contractors and workers in the job descriptions and performance appraisals of Site Engineers and IWD supervisors;
- 6) Seek workers' opinion before instituting safety mechanisms so that they are active participants in the process with an objective to achieve true success;
- 7) Explore ways to incorporate Safety & Health provisions for workers in the current contracts, if they do not already address these issues.

***Passed this 18th day of October 2013
By the Alumni Association IIT Kanpur Board of Director***

President: Ashok Gupta ▪ **Secretary:** Sudhir Misra ▪ **Vice Presidents:** Sashi Singhania and Salil Dave ▪ **Treasurer:** Mukesh Sharma ▪ **Members:** Ajay Shukla, Dharamvir, Nikhil Padhey, Saurabh Sharma ▪ **Ex-Officio Members:** David B K Thomas, Kripa Shankar, Prabhat Munshi, Ram Misra, ▪ **Permanent Invitees**

AA Representatives on PanIIT EC: Anurag Goel and Mustan Tambawala

the following reunions have been scheduled this year in the month of December 2013 and January 2014:

| | |
|---------------|---------------------------------------|
| Agenda Item 3 | Update: DAA and SKD award ceremony |
|---------------|---------------------------------------|

Forthcoming reunions

[15th Year Reunion Class of 1999, December 06-07, 2013](#)

[20th Year Reunion Class of 1993, December 25 to 26, 2013](#)

[Silver Jubilee Reunion Class of 1989, December 27 to 29, 2013](#)

[35th Year Reunion of the Class-of-1979, January 3-5, 2014](#)

| | |
|---------------|---|
| Agenda Item 4 | Write up on Accomplishments of this Board |
|---------------|---|

Alumni Association Indian Institute of Technology

What Has AA Done Since April 2012?

- **Organized Alumni Convention:** Assisted Outer Delhi chapter AAIIITK, in organizing a successful Alumni Convention in March 2013 in Delhi. Almost 500 alumni and their families were in attendance along with about 20 retired IITK faculty. This is the largest gathering of IITK alumni ever. Dr. D. Subbarao (MSc2/PHY/73), Governor, Reserve Bank of India, graced the convention as Chief Guest. Convention photos can be seen at <https://picasaweb.google.com/111160480146420849510/IITKAAConvention2013>
- **Amended AA Constitution & By-laws:** For the last several years AA was struggling to amend its archaic and confusing constitution and by-laws. They were amended and adopted by General Body on August 18, 2013 and can be viewed at <http://103.246.106.102/IITKAA/Constitution.aspx> Not only they are complete in all respects they also reflect alumni aspirations and need.
- **Launched New AA Website:** Launched new AA website <http://103.246.106.102/IITKAA/default.aspx> which is not only aesthetically pleasing it also has better functionalities.
- **Launched AAIIITK Mobile App:** In collaboration with Evertrue of Boston, developed and launched Mobile App for IOS and Android base platforms. It's "Nearby" feature will help alumni find each other based on current location. It will also facilitate alumni updating their contact information directly. This App might have to be shut down due to lack of alumni interest and institute's decision not to invest in it.
- **Sale of Souvenirs through Flipkart:** AA has signed contract with Flipkart to sell souvenirs online <http://www.flipkart.com/all-categories/pr?q=IIT+Kanpur+t%27shirt&sid=search.flipkart.com> . All royalty and profit from sale of souvenirs, either online or physical store at AA Office on campus, will be donated to Community Service Projects such as Opportunity School and Prayas. When you buy souvenirs, you help campus community.
- **Updated Alumni Database:** Due to AA efforts, 553 additional alumni have registered with AA. We have fixed to a great extent alumni database. 3500 addresses have been updated. Misspellings of cities, states, and

countries have been fixed for better search results. Duplicate Branch codes have been fixed. A lot of work is still left. We need help in encouraging alumni who are not registered with AA to register. Unregistered alumni can easily be found on new AA website. Databases maintained by DORA and AA still need to be merged.

- **Networking Made Possible from AA Website:** Once again it has been made possible for one alumnus to reach

another alumnus from AA website via e-mail. Feature of e-mailing from individual profile has been reestablished. Also, group e-mail feature has been added.

- **Re-launched E-Magazine VOICES:** Alumni magazine VOICES in e-magazine format has been re-launched. Magazine can be viewed at <http://103.246.106.102/IITKAA/DisplayEMagazine.aspx> VOICES will showcase Page 2 of 3

alumni experiences, hobbies and other intellectual pursuits. Alumni can submit their creative work to the magazine editor Arun Srivastava (BT 1972) via e-mail editiitkemag@yahoo.in

- **Suicide Awareness & Prevention Effort:** AA made a dent in increasing suicide awareness and prevention on

campus. AA passed a resolution <http://103.246.106.102/IITKAA/Archive/17.pdf> to provide assistance in observing World Suicide Prevention Day (WSPD) at IITK. Due to AA's involvement and encouragement, WSPD was observed with meaningful participatory activities in 2012 and 2013. A blog

<http://alumniconnect.wordpress.com> was launched in July 2012. On this blog we publish stories of alumni who have pursued their dream to follow a career they loved or struggled at IITK as student and are now doing well. These stories are circulated among students by Student Gymkhana. The blog has had 103,000+ views from 122 countries.

- **Tea with Teachers:** With Student Gymkhana, Tea with Teachers Program was initiated to facilitate informal interaction between students and teachers.

- **International Travel Support for Students:** Worked with DORA to change international travel policy so that students whose papers are accepted can get travel funds to present them in conferences that occur after their graduation.

- **Facebook Page for Women Alumni and Students:** AA helped set up a Facebook page <http://www.facebook.com/groups/iitkwomen/> for women alumni and students to interact with each other. Several women students at IITK suggested the need to form a women-only group where they can interact with women alumni for counsel and support on issues that affect them most.

- **Chapter Formation & Management Guidelines Established:** Clear guidelines for forming, managing and getting accreditation of AA chapters have been developed and approved by AA Board. They can be viewed at <http://103.246.106.102/IITKAA/Archive/10.pdf>

- **AA's Jamshedpur Chapter Accredited:** A large number of interested alumni based in Jamshedpur launched an

AA Chapter and received accreditation in March 2013. Chapter website is www.iitk.jamshedpur.ws

- **AA's Chandigarh and Bhubaneswar Chapters Launched:** Chandigarh Chapter of AA has been registered as a

society under the Haryana Registration and Regulation of Societies Act. Bhubaneswar Chapter has also been informally launched to meet the needs of Odisha based alumni.

- **Issues Related to Contract Workers Taken-Up:** Contract Workers' struggle for their legal and human rights

have been taken up with IITK administration. AA passed a Safety Resolution highlighting actions institute needs to take to ensure workplace safety. Payment of minimum wages and EPF contributions still has not been resolved. Alumni met with IITK administration, workers, and students to take the issue forward. Action plan to stop violation of labor laws has been presented to administration for action. The issue of toilets for workers has been addressed to some extent. New toilets are being built. More need to be built. The issue of toilets for opposite gender in hostels needs to be addressed.

- **Contributed to Community Service Projects:** AA supported the following Community Service Projects:

- **Opportunity School:** Provided additional stipend upto Rs. 2Lakhs to several former Prayas

volunteers to teach at OS

- **Project-O:** Approved Re. 1Lakh to Jamshedpur Chapter of AA in their efforts to raise funds for bringing Ostriches at the local zoo.
- **Health & Hygiene Awareness Camps:** A proposal from FM Radio at IITK for increasing awareness of health issues and hygiene practices was funded by AA to the extent of Re. 1 Lakh.
- **Career Coaching Workshop:** For the benefit of graduating students, a proposal from Student Placement Office's for Rs. 75,000 for Career Coaching workshop was funded.

Page **3** of **3**

- **Supporting science education and environmental awareness:** A proposal from the faculty coordinator Physics Society for financial help for Rs. 10,000 was funded for promoting science education and environmental awareness among children in various schools on campus.

- **Photography Competition & Coffee-Table Book Project:** AA has agreed to fund up to Rs. 2.5 Lakhs to organize

a photography competition on IITK campus life among students, faculty and alumni. Besides awarding winning entries, workshops on improving photography skills will be organized. The plan is to publish a Coffee-Table Book containing winning entries which could be sold to students, their parents, alumni, and institute. Profits from sale will be used to support community service projects.

- **Alumni Support:** As you know, alumni association does not get funds when alumni donate to IITK unless funds are specifically designated for AA Activities. AA launched a campaign to increase awareness of how donations to IITK are collected and various sources of funds for alumni association. For the first time, IITK Foundation on AA's request agreed to collect funds in US\$ for AA activities.

US Based alumni can support AA activities and get tax exemption in the United States (Federal Tax ID: 94-3370645). Please visit:

<http://tickets.indolink.com/php/buyTickets.php?event=2184>

India based alumni can support AA activities and get tax deduction on their donations under section 80G of Income Tax Rules, Government of India. Please visit:

<http://www.iitkalumni.org/fundraising/GuruDakshina.asp>

To further improve AA's financial health, new graduates now contribute Rs 2000/- from their caution money to become Lifemember of AA instead of Rs. 1300/-. This year, AA also received a generous Rs. 14.97 Lakhs contribution from Class of 1988 for upgradation / automation of Alumni Association office. This is the largest gift to AA from any batch!

The best is yet to come.....

This Board's term will end in March 2014. All executive decisions of this board will stop soon when election preparations begin. We believe in continuous improvement rather than perfection. We hope the New Board (2014-16) will improve upon our work and launch new initiatives to better serve alumni, students, community and alma mater. There are lots of issues/projects that we could not complete in spite of our best intentions and efforts. We have several projects/ideas that we are still working on. We look forward to your support.

Engaged and informed alumni are our best hope for change.

We look forward to hearing from you.

Thank you for your trust, cooperation and opportunity to serve you.

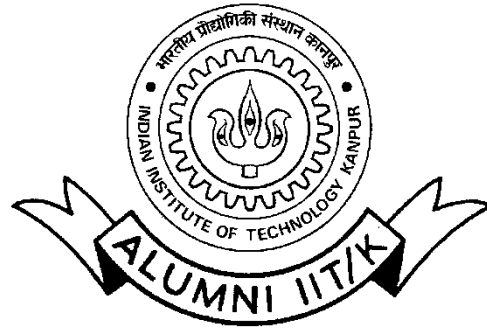
On behalf of the current AA Board

Ashok Gupta, President, AA

gupta@ohio.edu

| | | |
|---------------|---|--|
| Agenda Item 5 | CARE Fund & Creating Corpus from Excess funds | |
|---------------|---|--|

**Alumni Association
Indian Institute of Technology**



**PROPOSAL FOR
Community & Alumni Relief in Emergency (CARE) Fund**

October 14, 2013

NEED

1. Several alumni have expressed a need to establish a permanent fund to help alumni who are in distress due to loss of job, medical condition, accident, or other unfortunate circumstances.
2. In the past alumni have raised funds for specific emergencies. For example alumni raised funds for (a) Haritash Gulashan's (BT/ME/00) an IAS officer of Uttaranchal died in the most tragic situation in a road accident in January 2010 at an age of 31, (b) for Mr. Puneet Agarwal (BT/EE/1996) who had met with tragic accident with his wife and two daughters in Orlando, FL, USA, (c) for Sanjay Kumar Thakur (BT/ME/1998) who passed away on 3rd February, 2011 after a two and half year fight against cancer, (d) for Dr Nachiketa Tripathi (1996 PhD) with acute case of liver cirrhosis with ascites, and more recently, (e) for Asish Dambla during accident in Tennessee in 2012.

3. Such individual fund raising activities are time consuming and the financial help to the victim or his/her family may not be available when most needed. Therefore, there is a need for a permanent relief fund.
4. Besides alumni, community members have also requested from AA funds for medical treatment.
5. IIT Bombay AA has Benevolent fund in place.

Action Requested

1. Alumni association, IITK Foundation and IITK Endowment Fund will be requested to add "Contribution to CARE (Community & Alumni Relief in Emergency) Fund" as line item in their annual fund raising hard-copy as well as online forms. Alumni and Institute will be approached to contribute.
2. As per the latest balance sheet of AA, there is an excess over expenses that needs to be spent on social/community welfare. It is requested that Rs. 25 lakh from this "surplus" be used to transfer to Alumni Association corpus subaccount in the name of "CARE Fund Corpus".
3. ALL yearly collections towards "CARE Fund" will be deposited in the "CARE Fund Corpus" and only interest on corpus will be used to distribute. Any unspent funds will be transferred back to corpus. AA will also deposit a certain percentage (say 15% to be decided annually by AA Board) of Excess of Income over Expense in this fund on annual basis.
4. Alumni Association Board will set up a committee consisting of alumni to decide on who should receive funds and how much? It is suggested that the committee members be not associated with the institute so that it is perceived as alumni-run fund and alumni perceive it to be free from institute's influence in awarding relief. The committee will have tenure of two years and a minimum of 3 and a maximum of 7 members.

The Committee will:

- (a) operate within the guidelines set up by the AA Board for determining eligible expenses to be paid from this fund.

The current list of eligible requests to receive aid from CARE Fund include:

Medical Needs, Accidental Emergencies including evacuation transportation expenses, Loss of Job, and Devastations Caused by Natural Disasters.

Requests for help from Alumni, Students, current and retired Faculty and Staff, and community members around IITK such as residents of Nankari, Barasirohi and other villages will be entertained. The AA Board may change this list.

- (b) evaluate requests for help.
- (c) oversee that the funds are given to legitimate individuals for legitimate purposes. The committee is empowered to seek proof for such expenditures or may directly pay to the provider of services on behalf of the individuals who request funds.

The Committee decision will be final.

Historical Perspective: Past Actions by AA / Institute on the Issue Example of IITBombay AA Benevolent Fund

1. In the June 29, 2008 AA BOD Meeting a topic of “Donations from alumni for medical support to alumni/staff/students” was discussed. The minutes of the meeting reflect that: donation by all should be to IITK Foundation/institute only and there should be a contingency fund created for this purpose and a uniform policy made by the Institute for medical support, including consultation with the Institute DRPG office, IITK Foundation and IITKAA president/board. From this record it is clear that the need for a permanent fund that not only benefits alumni but also staff and students was recognized.
2. In the Nov 6, 2011 AA BOD Meeting the Secretary requested Prof. Manindra Agarwal (DRPG) to introduce the item on setting up of Benevolent/Welfare fund for the alumni. Prof Agarwal emphasized that a fund to help alumni or their families at the time of distress may be set up where funds from alumni are received and in turn transferred to alumni in need. Dr Jayant Singh informed the

Board that two such short term funds have already been implemented at the request of the respective batches. It was unanimously agreed that a policy document be drafted before the fund is created.

3. In the Dec 11, 2011 AA BOD Meeting the Secretary requested Prof. Manindra Agarwal (DRPG) to initiate the item (policy document). A note on the Alumni Welfare fund was earlier circulated by Prof. Agarwal. He emphasized that a fund to help alumni or their families at the time of distress may be set up where funds from alumni are received and in turn transferred to alumnus in need.

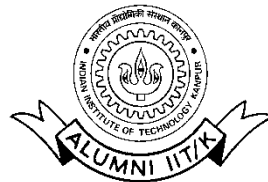
Prof. Agarwal mentioned that there will be a set of alumni/batch mates, on the request of whom the fund will be setup, and they will manage the fund. All money will be received by the Alumni Association and then transferred to the beneficiary as agreed upon by the group who had initiated the fund. Dr. Sameer Khandekar pointed out that before such a fund is instituted, the willingness of the beneficiary may be taken. It was unanimously agreed that initially no tax benefit will be provided to the donor for this purpose. Mr. Anil Srivastava pointed out that a limit on the time frame and minimum amount to be generated must be set in advance. Mr. Rakesh Pandey brought out some of the operational problems which may be encountered concerning foreign fund transfer, tax benefits etc. The board members requested Dr. Agarwal to come up with operational details so that this action can be taken forward. After due deliberations it was agreed that once the operational details of money transfer are worked out such a fund can indeed be constitute.

4. Director's Office Orders dated October 13, 2007 and October 28, 2007 points to the establishment of a "Contract Workers Welfare and Relief Fund" with an initial amount of Rs. 10 Lakhs. DRPG was also requested to seek help from alumni and others to build this fund. Therefore, there is precedence that a "general" welfare fund, rather than for the benefit of a specific individual, from alumni contributions is possible.
5. Benevolent Fund at IITB AA provides financial assistance to help persons associated with the Indian Institute of Technology, Bombay, at present or in the past, and their families to tide over emergencies such as unexpected crisis or major downturns causing undue hardships in their lives. The Fund is in the 3rd year of its operations and has helped out 12 such cases so far. AA IITB in its annual report wrote: the last year your association was able to assist four

individuals in their time of distress. Total money disbursed amounted to Rs. One Lakh. The fund now has a balance of Rs.5, 15,000/-. The Association is looking forward to supporting more and more people in their time of difficulty through supplementing their financial needs and needs your help and support to do so. To know more about this fund and donate please visit <http://www.iitbombay.org/initiatives/iitbaa-benevolent-fund/home>

| | | |
|---------------|---|--|
| Agenda Item 6 | Guidelines to Fund Community Service Projects | |
|---------------|---|--|

**Alumni Association
Indian Institute of Technology Kanpur**



***Process and Guidelines for Selection of
Community Service Projects to be
Supported by the AA IIT Kanpur***

Process

1. Every year the AA IITK will decide and minute the funds to be budgeted for Community Service and Charitable Projects in that year.
2. AA IITK will then publish this on the AA IITK website and any other appropriate for a month and invite applications from Project Leaders/Managers for financial support. A time frame of one month will be given for applications in the prescribed format to be received.
3. The AA IITK Board or any committee appointed by the Board will evaluate the proposals using the guidelines given below. The Board will then finalise and sanction the support to be given to different projects. The evaluation and finalisation process should be completed within one month.

4. Six months after the disbursement of support, the Project Manager / Leader will be required to submit a progress report which should be circulated to the Board and discussed if necessary.

Format for Applying for Support for a Community Service Project

Applicants should submit requests for support in the following format:

1. Name of the organisation / individual requesting support.
2. Brief details about this individual / organisation
3. Name of the project
4. Brief details of the project, specifically mentioning the following:
 - a. Time frame for the project
 - b. Total cost of the project and the various sources of funding
 - c. Support expected from AA IITK
 - d. When will the financial support from AA IITK be required and can it be given in instalments tied to the progress of the project.
 - e. Is any IITK student or alumna involved in this project? If so, is it on a part time or full time basis?
 - f. How many persons will benefit directly from this project. To which strata of society do they belong?
 - g. What are the indirect or long term advantages and benefits of the project?
 - h. Are there any IITK specific skills that will be used in this project?
5. Will the applicant be going ahead with the project irrespective of funding support from the AA IITK?

Evaluation Criteria

In evaluating the project proposals, the following factors should be given sufficient weightage

1. Is any IITK student or alumna involved? What is the level of his/her involvement?
2. Is this project in any way using skills or research learnt at IITK or available at IITK?
3. Are there a sufficient number of beneficiaries from sections of society which otherwise would not have access to such benefits?
4. Is the time frame of the project short enough for reasonable monitoring and evaluation to be possible?
5. Can the AA IITK support be given in instalments linked to progress?

| | | |
|----------------|--|--|
| Agenda Item 7 | Election Committee | |
| Agenda Item 8 | Leftover issues from earlier meetings: <ul style="list-style-type: none">• Filing of new Constitution & By-laws with ROS• Use of library by alumni and other faculty in Kanpur• FCRA• Vehicle Pass for Alumni• IITK Song• Mobile App: New Proposal from an alumnus, Old App | |
| Agenda Item 9 | To establish stronger ties between students and the AA | |
| Agenda Item 10 | To study the functioning of AAs of other IITs including resource mobilization - constitution of a committee | |
| Agenda Item 11 | Any other item | |