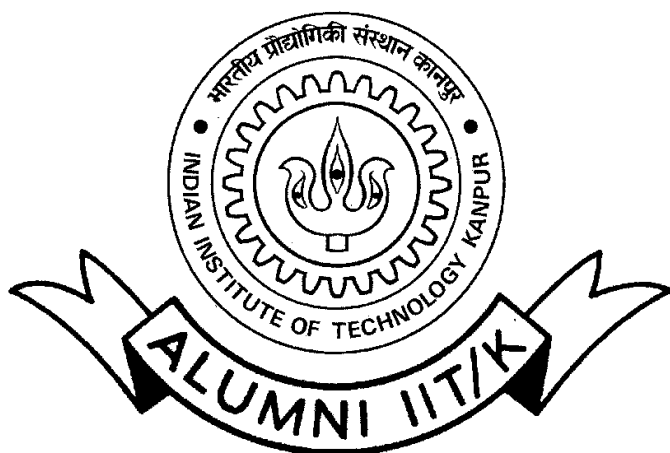


**Alumni Association
Indian Institute of Technology Kanpur**



**Board of Directors 2014-2016
Minutes of the 4th Meeting**

**Date: Tuesday, September 2, 2014
Time: 06:30 PM (IST)
Through: Conference Call (GoToMeeting)**

Alumni Association, IIT Kanpur
Agenda of the 4th Meeting of the Board of Directors
On September 2, 2014 at 6.30 PM

SI No	Description
Agenda Item 1	Welcome of the members
Agenda Item 2	Approval of third Board Meeting minutes, held on July 8, 2014
Agenda Item 3	Update on Chapters (Dharam Vir/Manzil/Ashok) Accreditation Certificates Bangalore Chapter Elections Member 7 of the AA Consitution
Agenda Item 4	AA website (Venkatesh) Takeover of source code and termination of Maintenance Contract
Agenda Item 5	Online sale of IITKAA merchandise - MOU with Bluegape Copyright issues while selling on line Termination of Contract with Flipkart
Agenda Item 6	Should we subscribe to LinkedIn Premium? (Asim)
Agenda Item 7	Progress on E-mail to all alumni of the nature <xyz@iitkalumni.org> (Damnish/Ishant)
Agenda Item 8	Update on AA Balance sheet preparation and filing of returns (Rajeev)
Agenda Item 9	VLFM graduates to be inducted in to the database (Venkatesh/Rajeev)
Agenda Item 10	Appointment of Office Manager and Re-appointment of other staff members (Venkatesh/Rajeev)
Agenda Item 11	Job Search (Ashok)
Agenda Item 12	MOU with Delhi Alumni Office, AlmaShines and other platforms to assist AA (Ashok/Manzil/Damnish/Ishant)
Agenda Item 13	Any Other Item / Announcements

K S Venkatesh
Secretary, Alumni Association
IIT Kanpur

Alumni Association, IIT Kanpur
Minutes of the 4th Meeting of the Board of Directors
On September 2, 2014 at 6.30 PM
Venue: IIT Kanpur (through GoToMeeting)

Agenda Item 1	Welcome to the members
---------------	-------------------------------

Members Present:

1. Ashok Gupta
2. Venkatesh K Subramanian
3. Rajeev Gupta
4. Sudhir Misra
5. Saurabh Sharma
6. Damnish Kumar
7. Ajay Kumar Shukla
8. Ishant Jain

Regrets:

1. DharamVir
2. Manzil Kohli
3. Prabhat Munshi
4. Nikhil Padhye
5. Vanita Srivastava
6. Asim Prasad
7. Arvind Gupta
8. Mustan Tambawala

Venkatesh and Ashok Gupta extended a warm welcome to all the members present.

Agenda Item 2	Approval of third Board Meeting minutes, held on July 8, 2014
---------------	--

Rajeev Gupta requested 2 week's time for analyzing various options for the forwarding email facility to alumni of the form xyz@iitkalumni.org including offerers from companies like Almashines, gmail, yahoo etc. The minutes of the third meeting were duly approved.

Agenda Item 3	Update on Chapters (Dharam Vir/Manzil/Ashok)
---------------	---

Accreditation Certificates:

Damnish said that the guidelines prepared should be followed by all chapters and offered to talk to Lucknow Chapter office bearers regarding any issues. Once settled, Venkatesh was asked to give certificates to ODC and Lucknow chapters valid for 3 years.

Bangalore Chapter Elections

Venkatesh informed that the Director of IIT Kanpur has given the approval to Prof. Y N Singh for conducting Bangalore Chapter elections. The Board discussed on the eligibility criteria for voting

and in broader sense to define the membership of a chapter. Sudhir Misra said that an alumnus should be a resident in the area of the Chapter for membership which in turn leads to the eligibility of voting and contesting the elections. The guidelines to accreditation of chapter should specify whether an alumnus can become a member of only one chapter or more than one chapter. A suggestion should be made to Dharam Vir to put down this point in the guidelines. Venkatesh said that the election drive should be started by sending a mail to the union of email-ids available in DORA, AA and Bangalore Chapter to register as a voter for Bangalore Chapter elections. Since this is the first time a chapter is seeking for electronic voting, the Board concluded that some guidelines should be formulated for such elections in future. A Chapter should appoint an election officer and announce the Chapter elections, validate the membership, set a schedule for registration and updating information to become a valid voter, prepare the voter list based on the accreditation of the chapter, and carry out other activities of election. Ashok Gupta and Damnish offered to talk to Ashok Das of Bangalore Chapter to start the registration and election drive.

Member 7 of the AA Constitution:

Ashok said that the problem arising due to change of residence of Board members should not be restricted to member 7. A Solution has to be obtained for any member who wants to resign, the constitution has details only for the President. Sudhir brought to the notice of the Board about the resignation of Prof. Binayak Rath and appointment of Prof. Kripa Shanker during 2008-10. He continued saying that if member 7 elected from a certain Chapter moves out of that area, the spirit with which he/she was elected does not serve the purpose and then a by-election should be conducted for that position in the Association depending upon the time left for next Board elections, another option he suggested was the runner up should take over. Ashok said that it is not advisable to keep conducting elections since they are cumbersome. Finally, it was concluded that the Board would decide through referendum and bring out the resolution.

Agenda Item 4	AA website (Venkatesh) Takeover of source code and termination of Maintenance Contract
---------------	--

Venkatesh said that all the modules given as contract to Neo Sypher have been delivered and tested. Any errors found will be corrected by the company. He also listed other modules which are to be developed in-house and there is manpower to do this work. Damnish informed that AlmaConnect has most of the interactive modules missing on AA website. If these modules can be directly linked into AA Website, lot of time and efforts could be saved. AlmaConnect will use linkedin and facebook to generate their own database of IITK alumni. They will do all the services we require from their servers. Most of their clients are educational institutions including IIT Delhi. He said he could negotiate on the costing and prepare a proposal and send it to the board.

Agenda Item 5	Online sale of IITKAA merchandise - MOU with Bluegape Copyright issues while selling on line Termination of Contract with Flipkart
---------------	---

Rajeev Gupta informed that though MOU with Bluegape has been to signed by the concerned persons and has to be passed by the Institute since we are using IITK logo and he would take care to provide all the necessary documents to the Institute.

Agenda Item 6	Should we subscribe to LinkedIn Premium? (Asim)
---------------	--

Damnish informed that there is no need to go for linkedin since this portion will also be taken care of by AlmaConnect if MOU is established.

Agenda Item 7	Progress on E-mail to all alumni of the nature <xyz@iitkalumni.org> (Damnish/Ishant)
---------------	---

Rajeev Gupta requested for some time to collect information for getting this type of account from google.

Agenda Item 8	Update on AA Balance sheet preparation and filing of returns (Rajeev)
---------------	--

Rajeev Gupta informed the Board that that Alumni office has submitted answers all the queries raised by CA. Balance sheet is being prepared and returns will be filed shortly.

Agenda Item 9	VLFM graduates to be inducted in to the database (Venkatesh/Rajeev)
---------------	--

Sudhir explained about the VLFM programme which is being jointly conducted by IIM Calcutta, IIT Madras and IIT Kanpur. The courses are especially designed in such a way that the students spend some time in each of the Institutes. The academic programme is approved by these Institutes and degrees are awarded jointly. Since the VLFM students get degree from IIT Kanpur also, they become eligible for life membership of Alumni Association. Sudhir requested the Office or Secretary to prepare a small writeup on VLFM programme as to how the students are selected, course work is conducted and how the degree is being awarded and submit it to the Board. The faculty incharge of this programme in IIT Kanpur, Prof. Kripa Shanker has agreed to pay the life membership fees of all the VLFM graduates of Rs 2000/- per graduate (as a special case case they are being charged graduating student rates).

Agenda Item 10	Appointment of Office Manager and Re-appointment of other staff members (Venkatesh/Rajeev)
----------------	---

Rajeev Gupta informed that more than 250 applications have been received for the post of Office Manager and have made summary sheet of all the applicants. The process is going on to short list the candidates. Ashok requested after 10 or 15 people have short listed, their resume have to be sent. Sudhir said that the reappointment of current staff members have to be completed at the earliest.

Agenda Item 12	MOU with Delhi Alumni Office, AlmaShines and other platforms to assist AA (Ashok/Manzil/Damnish/Ishant)
----------------	--

Ashok said that the MOU of Delhi Office has been signed. The office requires some documents to open their Bank Accounts and requested Venkatesh to send them as soon as possible. Rajiv wanted clarification regarding item no. 4 of the MOU, that the Delhi office would be operational for 1 year or till such time their investment is recovered. He showed apprehensions after studying the budget and said it is very unlikely that they can recover 75 laks in one year and that

they might ask AA's tax exemption facility for collecting money for Delhi Office. Venkatesh asked for the source of their income. Ashok suggested that either Venkatesh or Rajeev should meet Mr. Binay Jain and P R Swarup for clarifications and come back to the Board if there are objections. Venkatesh said that he will not be able to travel to Delhi but Rajeev said he will be visiting Delhi soon and will meet Jain.

Sudhir said that all MOUs, should have vetting from the institute's legal department even if they are re-do of old MOUs and too many channels for selling the merchandise should be avoided.

The meeting ended at 8.15 pm. The next meeting would be held on 2nd Tuesday of October.

Venkatesh (Secretary, Alumni Association)