

**MEETING OF THE EXECUTIVE COMMITTEE  
ALUMNI ASSOCIATION – H.B.T.I. KANPUR**

**Saturday, The 13<sup>th</sup> August 2016**

**Minutes**

The 21<sup>st</sup> meeting of Executive Committee, Alumni Association, H.B.T.I., Kanpur was held at 5:30 P.M. on 13<sup>rd</sup> Aug 2016 at the Conference Room, FARE LABS PRIVATE LIMITED, L17/3, IFFCO CHOWK, M.G. Road, GURGAON. The following members were present :-

(1) Shri K.M. Agarwal	President
(2) Shri Munish Jain	Immediate Past President
(3) Prof. R.P. Singh	Founder Patron, Permanent Invitee
(4) Shri Vivek Mishra	Secretary
(5) Shri P.K. Rajput	Member, Exec. Committee
(6) Shri Balram Upadhyay	Member, Exec. Committee
(7) Shri Dwijendra Mathur	Member, Exec. Committee, President, Gurgaon Chapter
(8) Shri Pravin Kumar Goyal	Spl. Invitee
(9) Prof. R.K. Trivedi	Spl. Invitee, Kanpur Chapter
(10) Sh. C.S. Joshi	Spl. Invitee, Gurgaon Chapter
(11) Shri Sushil Kumar	Spl. Invitee
(12) Shri Radha Kant Jaiswal	Spl. Invitee
(13) Shri Mayank Jain	Spl. Invitee
(14) Shri Yogesh Kumar Goel	Spl. Invitee over Teleconference from USA

**Minutes of the meeting are as follows :-**

**Point No. (A) To confirm the Minutes of the last A.G.M. and the last E.C.M. held at H.B.T.I. Kanpur on the 29<sup>th</sup> Nov 2015.**

Minutes of the last 9<sup>th</sup> A.G.M. and the 20<sup>th</sup> ECM were presented by the Secretary, Mr Vivek Mishra. The Executive approved Minutes of 9<sup>th</sup> A.G.M. for presentation in the next A.G.M. while the Minutes of 20<sup>th</sup> Executive Committee held on 29<sup>th</sup> Nov 2015 were read out and discussed. Prof. R.P. Singh proposed confirmation of the Minutes and the proposal was seconded by Mr Munish Jain. Minutes were unanimously confirmed. The Executive also discussed on the Action taken report and expressed satisfaction on the action taken in respect of the decisions of the Executive Committee. The progress of work is re-iterated in the following paragraphs :

- (1) Creation of Utilities Complex at H.B.T.I. Kanpur- The work related to creation of Separate Gents and Ladies Toilets in the form of Utilities Complex near the Institute Cafeteria was started in the Month of Mar 2016 and is nearing completion. The Members of the Executive expressed full satisfaction with the progress of work and expressed heartfelt gratitude to the Management of Central U.P. Gas Limited, Kanpur for having funded the initiative under their Corporate Social Responsibility Budget.

- (2) Airconditioning of the Institute Cafeteria- The Work related to Airconditioning of the Institute Cafeteria was promptly taken up the enthusiastic 1981 Batch of Harcourtians in Mar 2016 under the leadership of Hr J.S. Saluja. Nine 1.5 Tr Split Airconditioners have been Installed. Electricity has been obtained directly from the Sub Station which is more than 150 M away from the Cafeteria. The 1981 Batch has gone a step further and adequate No. of Tables (12) and Chairs (72) have been provided by them for comfortable seating arrangement. The Members of the Executive expressed full satisfaction with the progress of work and expressed heartfelt gratitude to the 1981 Batch for having paved the way for Society Outreach Projects to be taken up by other Harcourtians.
- (3) Computerization of Student Record at H.B.T.I. Kanpur- The HBTI Administration had been informed about the decision of our Executive with a request that the DATA COMPUTERIZATION work may be completed by the Association within the Academic Office but the Institute Administration has not yet acceded to our request, hence no progress has been made. The Executive has decided that a reminder may be given to the Director, H.B.T.I. Kanpur. It is noteworthy that the Data Plug In module has already been developed by us.
- (4) Implementation of E.R.P. in the Administrative and Academic Offices of the Institute. The HBTI Administration has been informed about the decision of our Executive with a request that the E.R.P. Implementation work may be completed within the different concerned Departments of the Institute. Director HBTI formed a Committee in which the Secy. Alumni Association was also nominated as a member but final decision has not yet been taken hence there has been no significant progress in the work. The Executive has decided that a reminder may be given to the Director, H.B.T.I. Kanpur. It is noteworthy that Prototype of E.R.P. has already been developed in consultation with the Dean (Academic), HBTI, Kanpur.
- (5) Significant progress has been made in improving the Website and Data Compilation/ Warehousing work.
- (6) H.B.T.I. Diary published and distributed by the Kanpur Chapter- Alumni Association- H.B.T.I. Kanpur. The Executive expressed full satisfaction and congratulated the Kanpur Chapter for this initiative.

**Point No. (B) To approve the Minutes of Meeting of all Sub Committees held since the last E.C.M. held on the 29<sup>th</sup> Nov 2015.**

Minutes of the II<sup>nd</sup> Meeting of Administrative Affairs & Legal Issues Sub Committee, also held on the 29<sup>th</sup> Nov 2015 at HBTI Kanpur were presented by the Secretary, Mr Vivek Mishra. Mr Pramod Rajput proposed confirmation of the Minutes and the proposal was seconded by Mr Balram Kumar Upadhyay. Minutes were unanimously confirmed. The Executive also discussed on the Action taken report and expressed satisfaction on the action taken in respect of the decisions of Administrative Affairs and Legal Issues Sub Committee.

**Point No. (C) To discuss on the need for amendment in the Bye Laws of the Association. To re-iterate and re-affirm the Aims and Objectives of the Association including the Modus- Operandi for furthering the reach of Association, both qualitatively as well as quantitatively.**

The issue of need for amendment in the Bye Laws of the Association was discussed at length by Members of the Executive Committee. While it is prudent to state that we have a good constitution and an elaborate Memorandum of Understanding / Articles of Association for governance of the Central Body/ Chapters of the Association; certain amendments seem to have become essential in light of the ever changing dynamics of our social framework.

While the essence of our very existence revolves round the strengthening of our Alma Mater- It's Human Resources, Infrastructure and Networking; Modus operandi of achieving the predetermined objectives may change from time to time. By a unanimous decision a Constitution Review Committee is formed which consists of the following members :

Shri Dwijendra Mathur	Gurgaon	Chairman
Shri Radha Kant Jaiswal	New Delhi	Member (Technical Aspects)
Shri Mayank Jain	New Delhi	Member (Financial & Legal Aspects)

Mr Vivek Mishra, Secretary of the Association shall be an Ex- officio member of the Constitution Review Committee. The Chairman Constitution Review Committee was requested to hand over the report ASAP but not later than 15<sup>th</sup> Oct 2016. The points of specific reference shall be communicated to the Members of Constitution Review Committee.

**Point No. (D) To discuss and finalize tangible plans/ tasks to be adopted by the Association towards improvement in Infrastructure/ Academics/ Training/ Placement/ Co- curricular and Social Activities at our Alma Mater.**

The issue was discussed at length in the Meeting and members were unanimous in their opinion that there is tremendous scope for the Institute and its Alumni to work together for improvement in the overall outfit of the Institution. Several plans were put forward and it was decided that Alumni should focus attention on a few activities to begin with, details are as under :

- (a) To strengthen the bond with the Faculty in position, specially the Faculty Members who have graduated from H.B.T.I. Kanpur. It was decided that the Director may please be requested to appoint the Dean (Alumni Affairs), which has already been approved by the Board of Governor's, H.B.T.I. Kanpur. Similarly a Member from the Association should be nominated for co-ordinating the activities within the Institute. The President was authorized to nominate the Alumni member responsible for Institute affairs.
- (b) Overall Personality development of the Students at H.B.T.I.- The members opined that there is tremendous wealth in terms of Human Resources within the Alumni fraternity and a team should therefore be formed to focus on **Personality Development Programs**, Department wise and Alumni should interact with Students on a regular basis.
- (c) Assistance in Training and Placement- Members of the Executive were unanimous for strengthening T & P department at H.B.T.I. Kanpur. The Secretary was entrusted the responsibility of interacting with the Faculty Incharge – Trg. & Placement and explore the

avenues of co-operation. The members expressed their concurrence on the need of a professional job portal for attracting employers and to put it in perspective.

- (d) Identification of multiple number of small projects (Avenues of co-operation, in the Institute) and put them on the website of Alumni Association for group's of Alumni to adopt and implement them.
- (e) To interact with the Council of Student Activities and the National Service Scheme for enhancement in Techno/ Cultural and Social Activities for and by the Students of the Institute.

**Point No. (E) To discuss and finalize Plans for furthering reach of the Association as a Social Organization for the benefit of wider family of Harcourtians.**

To strengthen the Association by enhancing the reach. Increasing the strength in terms of Numbers and tangible efforts of members of the Association. Formation of Chapters, Exchange of Ideas, Achievements of Harcourtians' and their family members. To publish the accomplishments on the Website. To identify programs which will be mutually beneficial for the Institution and the members of Alumni Association. The members were requested to send in their valuable suggestions to be taken up in the next meeting of the Executive Committee.

**Point No (F) To discuss the modalities of organizing the Annual Alumni Convention during the last weekend of Nov 2016 including the nomination of Organizing Secretary and Convener of Reception Committee for bringing in the Chief Minister or Governor of U.P. (Or any other dignitary whom the Executive wishes to finalize) as the Chief Guest.**

The issue of organizing the 12<sup>th</sup> International Meet of Harcourtians, during the last weekend of Nov 2016 was discussed in detail. It was decided that the Organizing Secretary and Convener of Reception Committee shall be decided by consensus before the next Executive Committee meeting. The Budget for organizing the event was discussed. The Members opined that students of Final Year at H.B.T.I. Kanpur should also be invited for the Annual Alumni Convention and all out efforts should be made to integrate them with the aims and objectives of the association. The president was authorized to take the final decision with respect to nomination of organizing secretary for the 12<sup>th</sup> International Alumni Meet of Harcourtians at H.B.T.I., Nov 2016.

**Point No. (G) To discuss on strategic plans for a great Centenary Year 2021.**

The members were enthusiastic about holding year long celebrations during the Centenary Year of the Institution in 2021. Discussions were held in the meeting and consensus evolved around holding a separate session of the Executive with a single point Agenda of "H.B.T.I. Centenary Celebrations 2021". Members were requested to think over the organization of the mega event and put forth their valuable suggestions in the next meeting of the Executive Committee. Prof. R.P. Singh suggested that a separate Centenary Calendar should be made for organization of department wise activities where the accomplishments of H.B.T.I. and the wider fraternity of Harcourtians should be showcased.

**Point No. (H) Any other point with the permission of the Chair.**

- (i) **Implementation of Society Outreach Projects (With or Without External Funding)** :The Members unanimously decided that all Society Outreach Projects which have been approved by the Executive Committee of the Association shall be put in perspective and implemented by the Association. The Hony. Secretary of the Association shall be authorized and responsible for executing the decisions of Executive Committee/ Association. The quality of work and its execution will be certified and authenticated by the Hony. Secretary before Running/ Advance or Final Payments are released to the Implementation Agency.
- (ii) **Expenditure against Planned Activities of the Association** : The issue of expenditure against planned activities of the association was taken up for discussion. For any project which has been approved by the Executive Committee of the association and where the work is in progress, it has been unanimously decided by the Members that if the Funds from the funding Agency are getting delayed, an amount of up to 10% of Project Cost or Rs 1,00,000 (Rs One lakh only) [Whichever is less] may be paid from the regular account of our Association in order to complete the work expeditiously till the Funds are actually received. The Running Bills have to be authenticated and/ or Certified by the Hony. Secretary for such Running Advance Payments.
- (iii) **The issue of felicitating the Alumni who are Celebrating their 30<sup>th</sup> Year after having graduated from H.B.T.I. Kanpur was discussed.** Members consented that the Alumni celebrating their 30<sup>th</sup> Year since having graduated from H.B.T.I. may also be felicitated along with the Alumni celebrating their 25<sup>th</sup>, 35<sup>th</sup>, 40<sup>th</sup>, 45<sup>th</sup>, 50<sup>th</sup> and 50(+)<sup>th</sup> Year respectively during the Annual Alumni Convention organized during the last weekend of November, every year. This year the Members of 1992, 1987, 1982, 1977, 1972, 1967 and all previous batches shall qualify for felicitation during Alumni Convention being organized in the last weekend of Nov 2016.
- (iv) **The possibility of holding the Annual Cultural Festival "Odyssey" along with the Alumni Convention.** This issue was discussed, the members opined that the program of the Alumni Convention, be chalked out in such a manner that the different programs be attended by maximum number of Alumni present for the association. The possibility of holding the Annual Cultural Festival of HBTI Kanpur, together with the Alumni Convention was also discussed and Prof. R.K. Trivedi was requested to explore the possibility by discussions with the H.B.T.I. Management. The issue shall be taken up for discussion in the next Exevutive Committee Meeting.
- (v) **Acknowledgement of Alumni at GAIL, CUGL, Harcourtiars 1981 Batch and HBTI (Kanpur Chapter)-** The Members put in place their heartfelt gratitude to Dr Ashutosh Karnataka, Director (Projects) GAIL (India) Limited, New Delhi; Dr Anil K. Khandelwal Independent Director (Retd.) GAIL (India) Limited, New Delhi, Mr Rajiv Sikka, Director (Commercial) C.U.G.L., Kanpur and the entire 1981 Batch of Harcourtiars for generous contribution in Modernization of Institute Cafeteria and creation of Utilities Complex at H.B.T.I., Kanpur. The Executive congratulated the Kanpur Chapter for the H.B.T.I. Diary.

### **ADDITIONAL POINTS**

- (1) On Line payment receiving system on HBTI Alumni Website – The issue has already been taken up with the Central Bank of India, HBTI Kanpur Branch and an offer has been sought from them. To be put in place ASAP but not later than 30<sup>th</sup> Sep 2016.
- (2) Income Tax Exemption – Application has already been moved. Removing deficiencies related to documentation. To be put in place and furnished to the Income Tax Authorities. To be put in place and progress report shall be discussed in the next meeting of the Executive Committee. In addition to Income Tax Exemption the members unanimously expressed the need for Registration with the Ministry of External Affairs/ Commerce/ Finance for collection of money from our overseas members. Hr Pramod Rajput and Hr Balram Kumar Upadhyaya, both Members of Executive Committee volunteered to help the Secretariat in getting the job completed as soon as possible.
- (3) Separate Centenary Account- The work is in progress and the separate Alumni Centenary Account shall be established within the next fortnight.
- (4) C.S.R. Fund Committee for H.B.T.U.- The University Act is being prepared by the H.B.T.I. Administration and shall be in force shortly when the Institution finally starts functioning as H.B. Technological University, Kanpur. The members unanimously opined that documentation related to the Alumni Association and its relationship with HBTU (Earlier known as H.B.T.I., Kanpur) be completed as per statutory requirements. The C.S.R. Fund Committee will be established shortly thereafter.

Meeting ended with Thanks to the Chair.

**K.M. AGARWAL**  
**PRESIDENT**

**VIVEK MISHRA**  
**SECRETARY**