

Title of Meeting :	Alumni Meeting -2
Venue :	GGSIPU Campus, Dwarka, Delhi
Date & Time :	23.10.2016

Attendees:

Alumni Council Members	Students
Vineet Bakshi	Azain Ahmed
Munish Sharma	Anshul Dhaliwal
Sudhanshu Nauriyal	

Circulation:

USCT Faculty members			
USCT Elected Council Members			
USCT notice board			

Agenda Points:

Item No.	Subject
1.	2 nd meeting for the elected governing council(2016-18)

Alumni Council for 2016-18			
S.No.	Designation	Name/ Email id/ Mobile nos.	Present Employer
1	Chairperson	Ms. Snigdha Mahant/ sanigdha@rediffmail.com / 9871458079	Asso. Prof./USCT/GGSIPU
2	President	Mr. Vineet bakshi/ vineetbakshi.jj@gmail.com / 9818527328	Corporate Strategy & BD- Engineers India, Delhi
3	Vice President	Dr. Munish Sharma/ munish.usct@gmail.com / 7042876066	R&D, Honeywell India Technology Center (HITC), Gurgaon
4	Secretary	Mr. Shobhit Tyagi / tyagis@mattheyasia.com / 9560276262	Asst. Manager, Manufacturing Excellence, ECT Asia, Johnson Matthey
5	Treasurer	Mr. Neeraj Seth/ sail.neerajseth@gmail.com / 9968605789	Dy. Manager(Personnel)-ITB and Medical Section, Steel Authority of India Limited
6	Executive member-1	Dr. Dhiraj Garg/ dhirajkumargarg@gmail.com / 7042277968	Associate Professor, Shiv Nadar University
7		Ms. Shreya Sood/ shreya@theblubeans.com / 9811093350	Strategist, The Blue Beans

8	Mr. Sudhanshu Nauriyal/ sudhanshu.nauriyal@gmail.com/ 9811831959, 9871798993	Consulting Engineer, Dekra Insight
9	Mr. Arjun Singh/ tutejaags@indianoil.in/ 8860420887, 9073923129	Sales Executive, Marketing Division, West Bengal State Office, IOCL
10	Mr Uttamesh Narayan/ uttamesh.narayan@gmail.com/ 9212523638	UNITEDLEX
11	Mr Devender Kumar Barik/ devender.kumarbarik@dekra.com/ 7503535919	Consulting Engineer, Dekra Insight

Minutes of Meeting:

Minute No.	Minutes	Action by / Date
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S.No.	Concern	Action By/ Date	Remarks
1	Top priority is to put up Notice of office bearers and record notes of discussion on the USCT Student Notice Board.	Students (Ms. Srishti, Mr. Azain, Ms. Prabsimran, Mr. Anshul/ 26 th Oct	
1.1	Upload Notice of office bearers on the circular section of the IPU main website.		
2	Updation of the USCT website and enhancing visibility on the social media and digital world.	Students (Ms. Srishti, Mr. Azain, Ms. Prabsimran, Mr. Anshul, Ms. Nikita, Ms. Isha)/ 25 th Nov	
2.1	USCT website to be updated.		
2.2	Student achievement section to be added.		
3	It was opined that there was a need to include students from second year students so that they	Students (Ms. Srishti, Ms. Prabsimran, Mr.	

3.1	are acquainted with the working of the association Inclusion of biochemical engineering students	Azain)/ 10 th Nov	
4	An open letter to be drafted which will be mailed to all alumni.	P- Governing Council/ 15 th NOV	
5 5.1	Formation of fourteen mailing groups on google for every batch of alumni starting from 2003 batch. Items to be mailed to alumni groups 1. Open Letter 2. Record notes of discussion 3. T&P brochure of USCT 4. Google Form 5. Facebook link of USCT Alumni Association page	Students (Mr. Anshul, Ms. Nikita) to create the mailing groups 10 th Nov	
6	Going forward, only progress updates to be shared with the alumni on quarterly basis.	Governing Council	
7 7.1 7.2	Newsletter for USCT alumni(Alumni Express) was a very good initiative by the previous governing council. However, It was decided to modify the structure to have a good mix of students & alumni feed. Brainstorming by the team on structure of newsletter was held. As deliberated, the newsletter structure to be modified & updated Alumni newsletter to be published on a quarterly basis. Suggestions are invited for naming the Alumni newsletter	Feedback on the structure/ design of the proposed newsletter will be invited by the VP- Governing council post updation by 20 th Nov'16.	Release of 1 st Almuni newsletter by 1 st week of Dec'16
8.	It was opined that funds are required for Alumni Association expenses.	Governing Council to take it up with faculty.	

9	It was opined that a domain name ipu.ac.in is required for alumni association email id to show sincerity and intent.	Ms. Prabsimran/ 15 th Nov '16	
10.	A post of Vice President to be constituted with defined roles and responsibilities by amending the constitution of Alumni Association	Governing Council to take it up with the Chairman	
11.	It was opined that ID Cards to be issued to Governing Council Members for university access.	Governing Council to take it up with faculty.	
12.	Views invited by all Governing council members and faculty as follows: 1. Revising membership fee to Rs. 2500 2. Membership cards for governing council members.	Governing council to discuss this with faculty	
13.	Merchandising of USCT to be done through T-shirt, sweatshirts, caps, etc. to make the brand popular.	SS/PK to coordinate this .	

**USCT Alumni Governing Council
26th Oct'16**