

August 07, 2012 PanIIT USA Board Meeting Minutes:

ATTENDEES

- Chair: Raj Singh
- President: Sid Chowdhary
- VP/Secretary: Arjun Sen
- Chapter Liaison: Smita Bagla
- DA Representative: Praful Kulkarni
- Past-President: Gunjan Bagla
- IIT Kanpur: Ashok Gupta
- IIT Bombay: Ram Kelkar
- IIT Roorkee: Anoop Verma
- Conference advisory board
 - Monishi Sanyal (2003)
 - Suresh Shenoy (2005)
 - Hiten Ghosh (2005),
 - Ray Mehra (2009)
 - Anil Bhandari (2011)
 - Gautam Advani (2011)
- Linked In Team
 - Priyank Saxena
- Treasurer: Ashok Gupta

The following invitees also attended:

MINUTES:

• **JULY MINUTES**

The July minutes were circulated by Arjun Sen and approved.

• **UPDATE ON CONFERENCE PLAN (AND CONFIRMATION OF 2013 – 2015 CONFERENCE LOCATIONS): Suresh Shenoy**

A Conference Advisory Council was formed with all past Conference Chairs : Monishi Sanyal (2003), Suresh Shenoy (2005), Hiten Ghosh (2005), Sanjiv Sahay (2007), Raj Mehra (2009) Anil Bhandari (2011), Gautam Advani (2011). Suresh Shenoy was selected as the Chair of the Council. The group's objective was:

- Define the primary "Purpose" of the Biennial Global Conferences (GC) in the US
- Define the respective "Roles" of PanIIT USA vs. the Host Chapter in the management of the GC
- Recommend "Location" for 2013 Global Conference, and a Calendar for future US Conferences

The conference advisory board recommends:

- The GC should address the needs of BOTH our External and Internal stakeholders, and the conference should include both serious dialogue as well as networking (entertainment).
- The programming for the GC should focus on showcasing our Thought-Leadership) on the areas that are important to us – Branding, Advocacy, Alumni Service, Giving Back (Nation Building).
- There should be an active commitment from the PanIIT USA leadership and the organization to be more pro-active in fund raising, program planning, managing the finances, helping attract speakers, setting the agenda etc.
- PanIIT USA should be actively (and continuously) engaging with the Sponsors so that they feel that they are "Invested" in PanIIT.
- The GC will be rotated among different regions (South, West, North, East) with each region having till the end of the previous conference to either ACCEPT or PASS their turn. If they PASS, then it goes to the next location.
- Create a Calendar of Regional Events on a rotating basis, with a North American Regional Conference in the years when there is an Indian GC, to provide opportunities to smaller chapters to host PanIIT events.
- The recommended calendar of events was: **<THIS WAS APPROVED BY THE BOARD>**
 - 2013: GC -Houston
 - 2014: RC -Toronto
 - 2015: GC- San Francisco (Bay Area).

The conference advisory board proposes the following next steps:

- Create "Conference Advisory Council" consisting of the Past Conference Chairs. **<THIS WAS APPROVED BY THE BOARD>**

- Upcoming Conference Chair(s) should be included as part of the PanIIT USA Board as soon as the location for the next conference is determined. **<THIS WAS APPROVED BY THE BOARD>**
- Create a Template for organizing a 2000+ person biennial event, which will be refined during the execution of the 2013 conference. **<THIS WAS APPROVED BY THE BOARD>**
- Define an equitable GC profit-sharing model between PanIIT USA, Chapters, and Campus(es) to properly incentivize all parties to contribute to the success of the Global Conferences. **<THIS WAS APPROVED BY THE BOARD>**
- Create the PanIIT USA 501(c)3 foundation to allow PanIIT to centrally manage conference funds. **<THIS WAS APPROVED BY THE BOARD>**

The conference advisory board will advise chapter presidents to hold successful regional events.

- **CHAPTERS PRESENTATION (INCLUDE CAMPUS CELL, SPEAKERS BUREAU, CHAPTER LEADER MEETING ETC.)**

Smita Bagla defined the deliverables and shared progress made in each of the following areas

- Recurring monthly meeting of chapter leaders – pan IIT and individual campus
 - Brainstorm & communicate and assist each other , Good attendance
- Chapter Basic Guidelines
 - Registration – informal / formal , - Identification of main officers , - Calendar of Professional /social events for the year – one professional event
- Chapter leaders – Google group
 - Chapter Repository
 - Inter communication regarding speakers
- Outreach & Assistance
 - Speakers Database
 - Letter defined and distributed for comments
 - Next newsletter to solicit speaker information
- Event /D&O insurance
 - Document defined and distributed for review
 - Registration – 501 c7, 501 c6 or 501 c3
- Website presence –
 - Contact information of chapter leaders
 - Link to chapter website (controlled by chapters)
 - Listing of events
- Chapter Email address for every chapter
 - Newsletter accessibility for every chapter
- Next steps : success event planning documents and strategy sharing
 - 2 big chapter events: PanIIT Midwest , PanIIT So cal

- **PANIIT USA NEWSLETTER UPDATE:**

Arjun Sen shared the vision of the newsletter and progress made.

- **PANIIT USA 2011 DEMOGRAPHICS:**

Arjun Sen shared the 2011 report and asked the board members to forward their recommendations

- **LINKEDIN UPDATE:**

Priyank Saxena and Arjun Sen shared the vision of LinkedIn and reported on progress.

- **EXECUTIVE DIRECTOR UPDATE:** Raj Singh gave us an update and shared the details of short listed candidates.

Different board members recommended individuals, and Raj invited all names to be sent to him asap. A separate call on this was proposed.