

December 6, 2013 PanIIT USA Board Meeting Minutes:

ATTENDEES

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|-------------------|----------------------|------------------------------|----------------|
| • Chairman: | Praful Kulkarni | | |
| • President: | Siddhartha Chowdhary | Campus Representative | |
| • Vice President | Arjun Sen | • Madras: | Bob Nathan |
| • DA Rep: | Sundi Sundaresh | • Kanpur: | Ashok Gupta |
| • DA Rep: | Suresh Shenoy | • Bombay: | Sandeep Pandya |
| • Past President: | Gunjan Bagla | • Kharagpur | Roy daSilva |
| | | • Roorkee | Anoop Verma |
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| | | Invitees | |
| | | • Chairman Elect: | Shailesh Mehta |
| | | • Global Chair: | Umang Gupta |
| | | • Chapter Liaison Elect: | Gyan Saxena |
| | | • PanIIT Awards Team | Priyank Saxena |

MINUTES:

- **CHAIRMAN PRAFUL KULKARNI WELCOMED THE TEAM AND SUMMARIZED THE BOARD'S ACCOMPLISHMENTS FOR THE PAST ONE YEAR**

Praful thanked all board members and executive committee members and wished the team well in their journey ahead. He emphasized that IIT has made progress on several fronts this year. That includes passionately contested election for the presidency and a successful communication plan. The progress was slow in some areas as consensus building was required. The process of succession of leadership was also a success.

- **UMANG GUPTA GAVE UPDATE ON THE GLOBAL PANIIT**

Umang Gupta gave an update on the Global PanIIT issues and shared with the board the details of the reorganization the PanIIT India board is going through. He emphasized that that all board members should be aligned on mission and goals of PanIIT USA, as defined by the by-laws. He strongly recommended an orientation plan for new board members.

- **SUNDI SUNDARESH PRESENTED HIS RECOMMENDATION ON HOW THE BOARD SHOULD OPERATE IN 2014.**

Sundi Sundaresh recommended that Board should adopt the following three guidelines to operate more effectively.

- 1) Unscheduled items distract from the primary agenda. We can
 - a) table it and have subset of Board discuss it later and come back with recommendations to the Board;
 - b) set up 'open mike' time at every meeting for anyone to bring up issues
 - c) notify Chair ahead of time for item to be placed on agenda
 - d) Chair/President keeps meeting on track
- 2) Board dynamics get disrupted by observers.
 - a) suggest that we have no substitutions
 - b) observers don't speak
 - c) hold meeting as long as there is quorum of voting members

3) We get bogged down in micro-management. Board should

- a) focus on program initiatives, budgets and timeline of deliverables and review progress against KPIs at meetings
- b) empower the program team to work the details and line-item budgets

- **SURESH SHENOY PRESENTED HIS RECOMMENDATION ON PANIIT CONFERENCE ROADMAPS**

Suresh Shenoy (DA Rep and Chair of Past Conference Chairs) talked about the PanIIT Conference roadmap and made the following recommendations:

- a) PanIIT Conference must focus on promoting its core mission: Branding, Alumni Services, Advocacy and 'Giving Back'
- b) Branding is becoming more important as 16 new IITs come on stream including BHU and each IIT doing their own thing to establish their brand...PanIIT challenges are to create and build upon the 'umbrella brand' and not to create 'brand confusion'
- c) Important elements of branding must be enforced by board mandates on the conference committee such as PanIIT logo and PanIIT Board approved initiatives such as PiTech, WHEELS etc...the conferences are the best venue to raise awareness of these existing initiatives. New initiatives must be board approved and not led by conference committees (such as STEEL). There has been a Laissez-faire approach to organizing PanIIT Conferences with an arm's length attitude by the PanIIT Board. Board members must assist in fund raising, DA involvement, program design and so forth.
- d) To increase local participation and engagement at a broader level it was proposed to conduct regional conference in the 'in-between' years of the larger 'global conference' such as the one in Houston. The next regional conference is being held in Toronto.
- e) The Toronto organizing committee was advised to temper their expectations for donors, sponsors and attendance and must approach the event as a regional event with regional participation rather than broad global outreach.
- f) As the number of events increases, we must beware of donor and sponsor burnout and hence PanIIT must consider strategic alliances and long term partnerships with traditional sponsors such as Google, Microsoft, State Bank of India, ICICI, Merrill Lynch and others.

- **SID CHOWDHARY SUMMARIZED THE PAST TWO YEARS OF ACCOMPLISHMENTS**

Sid Chowdhary highlighted the past two year accomplishments of the board and the executive committee under his leadership. He also published a detailed President's Report on an open email to the general body. The report is attached to the minutes for future records.

He welcomed Arjun Sen as the President-elect, Gyan Saxena, Chapter Liaison-Elect and two EC members (Priyank Saxena and Vivek Kishore). He recognized the 2012-13 team with commemorative logo-wear.

- **GUNJAN BANGLA SUMMARIZED THE PAST SIX YEARS OF ACCOMPLISHMENTS**

Gunjan Bagla, outgoing PanIIT USA past-president thanked PanIIT USA for the opportunity to serve on the Board from 2009 – 2013 and provided his observations during his tenure. He wished the current board the best and offered to be available to the current team when available.

- **SHAILESH MEHTA INCOMING CHAIR ADDRESSED THE BOARD**

Shailesh Mehta thanked the group for nominating him the chair and shared his excitement. He also informed the group that he was planning to host a board meeting in person in the Bay Area, end of March 2014.

- **ARJUN SEN INCOMING PRESIDENT ADDRESSED THE BOARD**

Arjun Sen shared with the board an overview of the 2014-15 vision and volunteer names who have committed to work in the executive team.

OUTGOING PRESIDENT'S REPORT

Dawn of a new decade for PanIIT USA at IIT 2013 Global Conference in Houston

My tenure as the President of PanIIT USA, which started at the IIT 2011 Global Conference in NYC (October 2011) ends at the IIT 2013 Global Conference in Houston (December 2013).

During my tenure as the President, I was privileged to work with two of our Distinguished Alumni who served as the PanIIT USA Chairman, Raj Singh and Praful Kulkarni. I was also fortunate to lead an energetic and passionate Executive Committee consisting of Arjun Sen (Vice-President/Secretary and President-Elect), Smita Bagla (Chapter Liaison), Gaurav Agarwal, Priyank Saxena, Sanjay Vankudre, and San Sengupta among others.

Building on the work of my predecessor, Gunjan Bagla (PanIIT USA Past-President) and with the support of the Board, our team has laid the foundation for PanIIT USA to be amongst the best (most respected) global alumni organization. Thanks to Roy da Silva and member of the Bay Area FunDA Club for their inputs to the roadmap for our team.

IIT 2013 celebrates the completion of the first decade of the PanIIT Alumni Movement. During this time, PanIIT USA was focused on enhancing our most important asset, which is the powerful "IIT Alumni Brand." To promote our Brand, PanIIT USA has hosted 5 successful Global Conferences in the USA that featured visionaries the likes of Bill Clinton, Bill Gates, Jack Welch, Jeff Immelt, Larry Summers, Tom Friedman among many others. As a public recognition of the contribution of IIT Alumni, we have been honored by the US House of Representatives (HR 227) and featured on CBS "60 minutes."

To match the success of the first decade and to prepare for the next decade, where 16 IITs and their Alumni comes together under a common umbrella, PanIIT USA is positioned as an inclusive organization that is focused on providing services that benefit our alumni and the IITs; and to undertake initiatives that would allow our alumni to solve the problems that we face in our communities, both here in the US as well as in India.

This is an ambitious plan and my team is very proud to have laid the foundation through the following accomplishments:

- **Defining the Role of PanIIT USA:** PanIIT is the umbrella organization of the Alumni of the IIT system and every IIT alumni, irrespective of their level of engagement, are members of PanIIT. PanIIT's role is to only take on initiatives that individual Campus cannot take on their own and where we can leverage our strength in numbers.
- **Celebrating Alumni Success:** The 3rd IIT Alumni Leadership Awards, recognizing the best and brightest of the IIT Alumni who exemplify excellence in their respective fields, are going to be presented at the IIT 2013 in Houston. Exemplifying how PanIIT initiatives are managed cohesively, jury members representing each IIT campus thoroughly reviewed 100s of very deserving nominations, and came to an unanimous consensus on the 2013 Award winners.
- **Promoting Alumni Success –** In conjunction with celebrating our successful alumni, we have created an Alumni Services roadmap, which identifies how to make our Alumni successful, in the career of their choosing, through the different phases of their life and systematically address their needs through all these stages.
- **Connecting Alumni Electronically –** We have scaled our electronic newsletter and delivered it over 33,000 alumni monthly for the past 16 months. Based on our branding guru, Arjun Sen's "content appeal optimization" studies, our newsletter now is the news-hub of alumni activities, and serves as the single destination any alumni will need to get all content about their individual campus. Similarly, the LinkedIn Plan to develop content, enrollment, and spam control has allowed us to reach a membership of around 24,000.
- **Supporting Alumni Emergency Communications –** Scaling up our electronic communication channels has allowed PanIIT to facilitate emergency communication to alumni with a 40% open rate. PanIIT USA supported critical communications related to Hurricane Sandy, Uttarakhand Relief, Colorado Floods, and Student Emergencies.
- **Connecting Alumni through Conferences –** To maximize the potential of our Conferences, we stood-up a Conference Advisory Board consisting of the past USA Global Conference Chairs. Led by Suresh Shenoy, Monishi Sanyal, Hiten Ghosh, Sanjiv Sahay, Ray Mehra, Anil Bhandari, Gautam Advani, and Kumar Shah – we created a roadmap for Conferences at the Global, Regional, and Chapter level. With majority of our US Alumni living in the East or West Coast, hosting IIT 2013 in the South and in a city (Houston) that has only 7% of IIT alumni population shows this roadmap in action. The successful collaboration between PanIIT USA and the IIT Alumni of Greater Houston (IITAGH) Chapter will serve as the model for future

conferences starting with the IIT 2014 North America Conference in Toronto and the IIT 2015 Global Conference in the Bay Area.

- Connection Alumni through Chapters – Under the guidance of Smita Bagla, and supported by Kanwal Rekhi and other Chapter Leaders, we created the “Chapter in a Box” playbook to launch chapters regionally, at universities, and within corporations. PanIIT USA provides standardized support for these Chapters, which includes, event insurance, email addresses, communication channels, and providing seed fund for events.
- Giving Back – PanIIT USA has launched “Giving Back To The Global Community” through the WHEELS Global Foundation. WHEELS symbolizes the areas in critical need of global solutions: Water, Healthcare, Energy, Education, Lifestyles, and Security. These six areas exemplify the type of giving-back initiatives where IITians can band together to find technology-enabled solutions to solve common problems. As a show our commitment to giving back, the IIT 2011 NYC Conference on behalf of PanIIT USA made generous contributions to the Sankara Eye Foundation, Akshay Patra, Dakshana, Karnik Fund, EcoSolutions, and Pratham.
- Partnerships – IITians have made their presence felt across all walks of life globally. Similarly, the true influence of PanIIT is to make a difference, not only in the IIT alumni affairs, but also in matters pertaining to Indian Americans and our communities. Partnerships supported by PanIIT USA include the Confederation of Indian Industry (CII), American Society of Indian Engineers (ASIE), and The Indus Entrepreneurs (TiE).
- Volunteer Recruitment and Recognition – Our work at PanIIT is a labor of love and the joy of camaraderie supported by volunteers, whose efforts directly or indirectly benefits all of our Alumni. At IIT 2013, we recognize some of their contributions through the “PanIIT USA Service” Awards (first launched at IIT 2011 in NYC), along with the inaugural “Spirit of PanIIT” and “IIT 2013 Conference Leadership” recognitions.

The PanIIT movement started with the vision of the Bay Area Campus Presidents and luminaries like Rajat Gupta, Arjun Malhotra, Umang Gupta, along with some of our most successful Distinguished Alumni from all over the USA. We owe a deep sense of gratitude to all of them and the countless volunteers who have contributed to us being where we are today.

A decade later, we are well on our way to fulfilling their vision, and today, PanIIT USA is a professional and sustainable alumni organization with processes and governance at par with the best global alumni organizations.

We take pride in the fact we have achieved this through our volunteers who take time away from their family and jobs, while bearing their own expenses to support PanIIT. We have kept PanIIT USA an inclusive and transparent organization, where any alumni is welcome to participate in any PanIIT USA initiative and board meeting minutes are published on our website. In the process, we have created an environment where volunteers have the autonomy to execute on their initiatives, get recognized for their efforts, and have fun! And as smart IITians themselves, our volunteers deserve nothing less!

With this approach, today the PanIIT USA leadership and executive team consists of energetic representatives from all across the USA, across every campus, and graduates of every decade.

In addition, we have visionary distinguished alumni (Shailesh Mehta, incoming Chairman; along with Sundi Sundaresh, Suresh Shenoy, and Pradeep Khosla); energetic in-coming Executive Committee (Arjun Sen/President, Witty Bindra/Vice-President and Secretary, and Gyan Saxena/ Chapter Liaison) and active engagement from each campus president (Amit Kumar/IIT-D, Anoop Verma/IIT-Roorkee, Ashok Gupta/IIT-K, Bob Nathan/IITM, Kiran Thota/IIT-GHY, Sandeep Pandya/IIT-B, Vas Raman/IIT-KGP, Vish Narayanan/IIT-BHU).

With this solid foundation to start the next-decade, we are launching the “YOUR PANIIT-USA@WORK” alumni outreach and service campaign at IIT 2013 in Houston! I hope that this update and the Houston Conference will inspire you to engage with “Your PanIIT” and join in the fun.

Sincerely,

Siddhartha (Sid) Chowdhary, IIT Kharagpur, 1992

President, Pan IIT USA

CEO, Credence Management Solutions

<http://www.linkedin.com/in/schowdhary>