

Annexure-1**(MINUTES OF SMC MEETING - ITEM 1)**

(DRAFT) Minutes of 1st Meeting of Section Management Committee, ISTE Gujarat Section HELD ONLINE 12.12.2020 SATURDAY 11.00AM ONWARDS		
Present in the meeting:	SMC Members	EC Members
Special invitee: 1) Dr. G. D. Acharya, Principal, Atmiya Institute, Rajkot 2) Dr. Rasila Patel, Vice-principal, HJDIT, Kera	Dr. Sachin P. Parikh, Chairman Prof. Bhasker V. Bhatt, Hon. Sec. cum Tre. Prof. K. Venkateshwarlu (2015-19) Dr. Sanjay K. Dave (2015-19) Dr. G. P. Vadodaria (Co-opt) (2015-19) Prof. J. T. Patel (Co-opt) (2015-19) Prof. Alifiya Kachwala (2020-24) Dr. Asutosh Patel (2020-24) Prof. Hardik Bhatt (2020-24) Mr. Vishal Bhavsar (2020-24) Prof. Shilpa Kathad (2015-19, 2020-24)	Prof. K. M. Bhavsar (2020-24) Dr. R. D. Patel (2020-24) Dr. K. M. Makwana (2020-24) Dr. Sanjay K. Dave (2020-24) Dr. Jayesh A. Shah (2015-19, 2020-24) Dr. Rupesh Vasani (2015-19) Prof. Bharat J. Sheth (2015-19) Dr. I. N. Patel (2015-19)
Prof. K. M. Bhavsar, Chairman, ISTE Gujarat Section welcomed all present members in the 1 st SMC Meeting of ISTE Gujarat Section held for the term of 2020-2024.		

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Item 1 Approval on the Minutes of the SMC (11TH SMC) held at SAL Institute of Technology & Engineering Research- Ahmedabad, on Dt. 26/11/2019 respectively.	No comments have been received from any of the members. The Minutes were placed before the Section Management Committee for confirmation & approval and the same has been approved.	No action needed.
Item 2 To place for the approval :		
2.1 Audited Statement of Accounts for the Financial Year 2019-2020 (year ending on 31st March 2020).	Audited Statement of Accounts for the financial year 2018-19 was placed before the members and discussed. The same was adopted and approved by the members unanimously.	No action needed.
2.2 Appointment of Auditors for the Financial Year 2020-21.	Based on the existing services and performance of Sheetal Samriya & Associates , Vadodara is approved by Section Management Committee as Auditor for the financial year 2020-21.	M/S Sheetal Samriya & Associates - Vadodara, is informed accordingly.
2.3 Resolution to file IT Return for ISTE Gujarat Section.	As read aloud in the meeting, the proposed Resolution was accepted unanimously	M/S Sheetal Samriya & Associates - Vadodara, is informed accordingly.
Item 3 Team ISTE Gujarat Section: 3.1 Handing over of charge from 'ISTE Gujarat Section Chairman 2015-2019' to 'ISTE Gujarat Section Chairman 2020-	Prof. K. M. Bhavsar thanked all the SMC and EC members of term 2015-2019 and officially handed over the charge announcing to Chairman to Dr Sachin P. Parikh. He	No Action needed.

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2024'.	also wished the new team to take initiatives to make ISTE Gujarat Section reach newer heights under the leadership of Dr. S. P. Parikh	
3.2 Acceptance speech and vision by the ISTE Gujarat Section Chairman 2020-2024.	Dr. S. P. Parikh accepted the charge as the Chairman of Section and mentioned about his vision for tasks to accomplish during the term.	Action plans to be formed by SMC members towards proposal to improve the scenario in technical education.
3.3 Appreciation to the Office bearers and Executive Council Members of ISTE Gujarat Section 2015-2019 by acknowledgement of contributions and efforts made.	Prof. K. M. Bhavsar thanked all the SMC and EC members of term 2015-2019 for cooperating in all endeavors of the section including in-house STTPs and International conferences.	No Action needed.
3.4 Welcome to all SMC and EC members for the term 2020-24 and introduction.	Dr. S. P. Parikh welcomed all the SMC and EC members appointed for the term 2020-24. Each one shortly introduced oneself and thoughts of contribution.	No Action needed.
Item 4 Nomination and appointment of Prof. Bhasker Vijaykumar Bhatt as Hon. Secretary cum Treasurer of ISTE Gujarat Section for the term 2020-2024 by the Chairman ISTE Gujarat Section 2020-2024.	Dr. J. A. Shah proposed nomination for appointment of Prof. Bhasker Vijaykumar Bhatt as Hon. Secretary cum Treasurer of ISTE Gujarat Section for the term 2020-24. It was seconded by Prof. Hardik Bhatt and Prof. Shilpa Kathad. Unanimously it was accepted by all.	No Action needed.
Item 5 State level annual conventions: 5.1 Appraisal of condition and review of preparations of Annual ISTE Faculty State Convention and Annual ISTE Students State Convention 2020 under postponement and discuss conditions for Conventions in the year 2021.	Representative members from both institutes discussed about situation and proposed for the conventions of 2020 to be carried forward in year 2021 considering the year 2020 as a null year. All unanimously agreed up on it and sought for requesting ISTE ND for extending the approval of extension of State Conventions.	ISTE ND to be requested for issuance of revised sanction for State Conventions 2021 to both institutes sanctioned for the year 2020.
5.2 Review for pending awards for the AY 2019-20 and AY 2020-2021.	State level awards for the year 2019-20 to be honored in the Conventions of 2021. State level Awards to be considered Null for the year 2020.	Notifications to be sent to ISTE IM institutes along with formats of award nominations by ISTE Gujarat Section office.
Item 6 Section activity agenda by ISTE Gujarat Section		
6.1 Appointment of zonal coordinators.	Matter was discussed and proposal about structuring and identification of role to be worked out by SMC members till next of SMC Meeting.	Proposals to be worked out by SMC members
6.2 Approval of committee report for website of ISTE Gujarat Section.	Report was discussed for matter being pending since about a year. Unanimously it was decided to	Committee comprising EC and SMC members to be formed and

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	form a fresh committee to discuss and propose for approval to the Chairman on creation of Section Website.	submit a report for website creation.
6.3 To make conversation with GTU authority for extension of MoU for GTU sponsored and ISTE approved FDPs for GTU affiliated colleges.	The matter was discussed, and it was thought to meet to Hon'ble VC, GTU and talk about it.	Meeting to be worked out with Hon'ble VC, GTU.
6.4 Procedural follow-up requirements for identification to host STTP by ISTE Gujarat Section.	It was discussed and unanimously decided to make communications with industries in contact network of committee members.	SMC members to make communications and report for proposals in the next of meeting.
Item 7		
7.1 Any other matter with the permission of the Chair	Discussions held about procedure of sanctioning of STTP of national importance by ISTE ND and other events sanction at state level by ISTE Gujarat Section. For Local-level events, no sanction is required however, such event should be promoted showing presence of ISTE.	Chapters to be communicated about it by committee members.
7.2 Vote of thanks and adjournment of the meeting	With a note of thanks, the meeting was adjourned by Dr. Sachin. P. Parikh, Chairman, ISTE Gujarat Section.	No action needed

Signed the minutes on approval in SMC Meeting

B. U. H.
26/01/2021
Hon. Secretary cum Treasurer,
ISTE Gujarat Section