

# SPECIAL SECTION MANAGING COMMITTEE (SMC) MEETING

Meeting No. **05/2020-24** of ISTE GUJARAT SECTION

**PLACE: Online (Google Meet: <https://meet.google.com/nkb-gbck-mmy>)**

**DATE: 20/04/2022, Wednesday**

**TIME: 09.00 PM ONWARD**

## **: Agenda:**

Welcome address by the Chairman, ISTE Gujarat Section	
<b>Item 1</b>	1.1 Discussion on the Proposal received (Dt. 18/04/2022) for hosting 25 <sup>th</sup> ISTE Gujarat State Annual Faculty Convention at the B. V. M. Engineering College, Vallabh Vidyanagar 1.2 Proposal by Dr R. D. Patel regarding clustering of 34 <sup>th</sup> I E (India) Sardar Patel Memorial Lecture with proposed State Convention 1.3 Discussion and approval on spending of the combined event as above
<b>Item 2</b>	2.1 Any other matter with the permission of the Chair 2.2 Vote of thanks and adjournment of the meeting
<b>Date: 19-04-2022</b>	
 <b>Hon. Secretary cum Treasurer, ISTE Gujarat Section</b>	

**Minutes of 4<sup>th</sup> Meeting of Section Management Committee, ISTE Gujarat Section**  
**Venue: Conference Room, Commissioner of Technical Education, Karmyogi Bhavan, Sector-10,**  
**Gandhinagar, Gujarat**

**Dt. 11.12.2021                      SATURDAY                      12.00 PM – 2.30 PM**

<b>Present in the meeting:</b>	<b>Special Invitee:</b>
Dr. Sachin P. Parikh, Chairman Dr. Bhasker V. Bhatt, Hon. Secretary cum Treasurer Dr. K. M. Makwana, EC Member Dr. Sanjay K. Dave, EC Member Dr. R. D. Patel, EC Member Prof. Alefiya I. Kachwala, SMC Member	Dr. G. D. Acharya, Principal, Atmiya Institute Rtd. Prof. Sunil Bakhru, LM-ISTE (Online)

**Welcome address:** Dr. Sachin Parikh, Chairman, ISTE Gujarat Section welcomed all present members in the 4<sup>th</sup> SMC Meeting of ISTE Gujarat Section held first time in-person for the term of 2020-2024. He appreciated for all to remain present in the previous meeting and providing inputs and efforts. He expressed a feeling of being happy to have another SMC meeting in the year 2021. He also regretted for a delay in the meeting due to ongoing pandemic situation. He urged to make follow up actions by SMC – EC Members at various institutes for initialization of ISTE Chapters that included GP-Junagadh, GEC-Rajkot, AVPTI-Rajkot and GP-Rajkot.

<b>ITEM Number with AGENDA</b>	<b>DISCUSSION/ RESOLUTION</b>	<b>EXPECTATION/ ACTION STATUS</b>
<b>Item 1</b> Approval on the Minutes of the SMC Meeting (3 <sup>rd</sup> meeting of 2020-2024) held online using Google Meet Platform, on Dt. 26/06/2021.	<b>No comments have been received from any of the members.</b> The Minutes were placed before the Section Management Committee for confirmation & approval and the same has been approved unanimously.	No action needed.
<b>Item 2</b> <b>Section activity agenda by ISTE Gujarat Section:</b>		
<b>2.1</b> Discussion on action taken by ISTE Protocol committee	<ul style="list-style-type: none"> <li>Discussions held related to tasks performed by a sub-committee – ISTE Protocol, chaired by Prof. K. M. Bhavsar. As a result, practices and protocols for ISTE Chapters are mentioned on the website of ISTE Gujarat Section for the following by all chapters across the state conducting events for ISTE.</li> </ul>	<ul style="list-style-type: none"> <li>No action needed.</li> </ul>
<b>2.2</b> Action status by SMC-EC members regarding approaching colleges/ industries for availing ISTE-IM Status	<ul style="list-style-type: none"> <li>The matter was discussed among the SMC members. Member institutes may initiate tie-ups with industries. Industries to be motivated for more interaction with institutions.</li> </ul>	<ul style="list-style-type: none"> <li><b>Resolved:</b> ISTE Gujarat State Section will recognize by award/ certificate to an industry recommended by State convention host institute. Committee empowered the Section Chairman to finalize with Convention Host institute.</li> <li><b>Industry- Institute- Interaction</b></li> </ul>

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		award to be institutionalized by ISTE Gujarat Section for awarding best institute and industry interaction nomination received through format prepared by a sub-committee to be appointed in future.
2.3 Proposals for Zonal Coordinator appointment	<ul style="list-style-type: none"> <li>• Discussion held regarding appointing zonal coordinators with proposed delegation of roles and responsibilities.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Resolved:</b> Committee authorized Dr Bhasker V. Bhatt to identify and appoint zonal coordinators in each of five zones in favour of best working of section.</li> </ul>
2.4 Status of State-award nominations	<ul style="list-style-type: none"> <li>• Committee was informed about nominations received and work in progress by the sub-committee appointed for the task of scrutinizing state award nominations.</li> <li>• Best Student award entries are very limited.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Resolved:</b> To re-initiate the process of inviting nominations from Student Chapters for recommendations till 15<sup>th</sup> January 2022 for felicitation in upcoming State Students Convention 2020.</li> </ul>
2.5 Status of ISTE Gujarat Section Account (share from student chapters)	<ul style="list-style-type: none"> <li>• Discussion held regarding state share from student chapters being deposited to ISTE ND.</li> </ul>	<ul style="list-style-type: none"> <li>• State Section office to write a letter to ISTE ND in the regards requesting for an appropriate mention of procedure to be followed by Student Chapters on ISTE Website (for new and existing chapters both).</li> <li>• EC members shall follow up with ISTE ND.</li> </ul>
2.6 Status of proposed awards in previous meeting	<ul style="list-style-type: none"> <li>• Matter discussed and revealed a limitation in banking operations due to bank account located in Vadodara.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Resolution:</b> The banking branch of ISTE Gujarat Section to be relocated to Vallabh Vidyanagar. Also, if needed, the bank be changed from nationalized to private banks provided the same is permitted. Committee empowered Chairman and Secretary to do that is most appropriate and suitable for smooth function of the section.</li> </ul>
2.7 Proposal for ISTE Gujarat SMC Members Meeting with Faculty and Student Chapter officers of IM	<ul style="list-style-type: none"> <li>• Discussion held to organize first of such an interactive round at upcoming State Student Convention at Rajkot.</li> </ul>	<ul style="list-style-type: none"> <li>• IM and Chapters to be informed with circulation of brochure of State Student Convention for meeting.</li> </ul>
2.8 Proposal by Prof. (Rtd). Sunil Bakhru on "Developing a robust mechanism to achieve active industry-academia collaboration"	<ul style="list-style-type: none"> <li>• Proposal from Prof. Sunil Bakhru was listened by the committee and appreciated the efforts of Prof. Bakhru.</li> </ul>	<ul style="list-style-type: none"> <li>• Committee approved the request of Prof. Bakhru for issuance of a recommendation letter from ISTE Gujarat Section</li> </ul>

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		<p>addressing IM institutes to cooperate Prof. Bakhru in his efforts.</p> <ul style="list-style-type: none"> <li>• Section to issue a letter in this regard at the earliest.</li> </ul>
<p>2.9 Proposal by Dr K M Makwana, EC Member regarding “2-days Conference of Principals of Diploma Institutes in Gujarat”</p>	<ul style="list-style-type: none"> <li>• The committee was informed of the proposal idea by Dr K M Makwana, and discussions held for organizing the event under the banner of ISTE Gujarat Section – topics for conference were discussed.</li> <li>• In past, ISTE Gujarat Section has organized events that are self-sponsored avoiding financial burden on the section.</li> </ul>	<ul style="list-style-type: none"> <li>• Committee empowered Dr K M Makwana to proceed further to plan the event being self-financed through host institute (ISTE Gujarat Section will not financially support) however, other partners may be added for organizing the event involving Principals of Diploma college in Gujarat.</li> </ul>
<p><b>Item 3</b> <b>State level annual conventions</b></p>		
<p>3.1 Review of preparations of ISTE Gujarat State Annual Students' Convention to be organized jointly by Atmiya Institute of Technology, Rajkot – presentation by representative</p>	<ul style="list-style-type: none"> <li>• Discussions held regarding list of competitions, accommodation of participants, participation fees, brochure design, inauguration - valedictory session guests and agenda, concerns related to severity due to Omicron (COVID), outstation students to be taken care during convention.</li> </ul>	<ul style="list-style-type: none"> <li>• Detailing of aspects are under preparation by the host institute. Dr Acharya to keep updated State Section office in due course of time with approved proposed date of Convention on 27<sup>th</sup> February 2022.</li> <li>• State Section to request ISTE ND for approval of delayed hosting and re-issuance of Sanction letter to the host through State Section office.</li> </ul>
<p>3.2 Discussion related to withdrawal of organizing ISTE Gujarat State Annual Faculty Convention HJDIT, Kera</p>	<ul style="list-style-type: none"> <li>• Discussions held for searching a host institute for organization of State Annual Faculty Convention 2020. Process to be reinitialized if no institute is identified in near future to host the event.</li> </ul>	<ul style="list-style-type: none"> <li>• ISTE ND to be informed/ updated regarding the same. Proposal for issuance of Sanction letter to be made to ISTE ND as soon the host institute proposal is received.</li> <li>• The Committee empowered Dr Bhasker V Bhatt and Dr K M Makwana to identify host institute for State Annual Faculty Convention 2020.</li> </ul>
<p><b>Item 4</b></p>		
<p>4.1 Any other matter with the permission of the Chair</p>	<ul style="list-style-type: none"> <li>• Dr Bhasker proposed for and discussions held related to request CTE and other offices to ensure stringent following of unified academic calendar across state in specific disciplines.</li> </ul>	<ul style="list-style-type: none"> <li>• Hon. Chairman shall take up the initiatives at State level offices of Gandhinagar.</li> </ul>

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	Differences in academic calendars are making it difficult for organizing events as well attending the events by faculty members.	
	<ul style="list-style-type: none"> <li>A proposal email letter received from Civil Engineering Department, SVNIT requesting academic partnership of ISTE Gujarat State for a conference to be held during 17-18 December 2021.</li> </ul>	<ul style="list-style-type: none"> <li>Committee approved for the request made however, without involvement of any financial support for organizing the event. The ISTE will act as a technical partner, promoter of the event. Communication to be made by Section office in the regards.</li> </ul>
4.2 Vote of thanks and adjournment of the meeting	Dr. Sachin Parikh thanked all for sparing their time and actively participating in the meeting.	<ul style="list-style-type: none"> <li>No action needed.</li> </ul>

Signed the minutes on approval in SMC Meeting



Hon. Secretary cum Treasurer,  
ISTE Gujarat Section

Date: 29/04/2022