

SECTION MANAGING COMMITTEE (SMC) MEETING

Meeting No. **06/2020-24** of ISTE GUJARAT SECTION

PLACE: Conference Room, BVM Engineering College, Vallabh Vidyanagar

DATE: **29/04/2022, Friday**

TIME: **01.30 PM ONWARD**

: Agenda:

Welcome address by the Chairman, ISTE Gujarat Section	
Item 1	Approval on the Minutes of the SMC Meeting (4 th and 5 th meetings of 2020-2024) held at DTE, Gandhinagar and online using Google Meet Platform, on Dt. 11/12/2021 and Dt. 26/06/2021 respectively. [Minutes attached for further approval] [Annexure-1 and Annexure-2].
Item 2	Section activity agenda by ISTE Gujarat Section: 2.1 Action status by SMC-EC members regarding approaching colleges/industries for availing ISTE-IM Status 2.2 Planning for ISTE State Annual Students' and Faculty Conventions 2022 2.3 Discussion related to AGM 2020 2.4 Status of ISTE Gujarat Section Account (share from student chapters) 2.5 Status Update by Dr K M Makwana, EC Member regarding "2-days Conference of Principals of Diploma Institutes in Gujarat"
Item 3	3.1 Any other matter with the permission of the Chair 3.2 Vote of thanks and adjournment of the meeting
 Hon. Secretary cum Treasurer, ISTE Gujarat Section	

**Minutes of 5th (Special) Section Management Committee Meeting,
ISTE Gujarat Section**

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

Dt. 20.04.2022

WEDNESDAY

09.00 PM – 10.15 PM

Present in the meeting:	Special Invitee:
Dr. Sachin P. Parikh, Chairman Dr. Bhasker V. Bhatt, Hon. Secretary cum Treasurer Dr. Jayesh Shah, EC Member Dr. Sanjay K. Dave, EC Member Dr. R. D. Patel, EC Member Dr. Asutosh Patel, SMC Member Prof. Shilpa Kathad Khuman, SMC Member	Dr. Jagdish M. Rathod, deputed as event coordinator by Principal, BVM Engineering College

Welcome address: *Dr. Sachin Parikh*, Chairman, ISTE Gujarat Section welcomed all present members in the 5th Special SMC Meeting of ISTE Gujarat Section held online for the term of 2020-2024. He appreciated for all to remain present in the meeting and briefed about calling of the special SMC meeting. He regretted for a delay for the receipt of proposal to conduct ISTE State Annual Faculty Convention however, he informed about his personal efforts in putting efforts in past one and half months and necessary actions to overcome with pending convention. A request he made to *Dr. I. N. Patel*, Principal, BVM Engineering College, Vallabh Vidyanagar to take lead towards hosting a convention award ceremony while his visit to Vallabh Vidyanagar in presence of *Dr. K. M. Makwana*, *Dr. S. K. Dave*, *Dr. R. D. Patel*. A formal proposal from the Principal, BVM Engineering College was received at section on 18th April 2022 with a proposed date of event on 29th April 2022 (**Appendix-1**). Later, on 20th April 2022, a meeting of *Dr. B. V. Bhatt* and *Dr. R. D. Patel* was held at office of Principal, BVM Engineering College towards discussions regarding the said convention award event.

ITEM Number with AGENDA	DISCUSSION/ RESOLUTION
Item 1 – 1.1 Discussion on the Proposal received (Dt. 18/04/2022) for hosting 25 th ISTE Gujarat State Annual Faculty Convention at the B. V. M. Engineering College, Vallabh Vidyanagar	<p>a) Considering long due event and overcoming the long due award ceremony, it was resolved unanimously to host Convention as Award Ceremony without rounds of paper presentations. The event title approved by all members for the proposed event would be – “25th ISTE GUJARAT STATE CONVENTION AWARDS CEREMONY 2020”. During deliberations 50th ISTE ANNUAL CONVENTION AWARD FUNCTION held in Mumbai on 5th October 2021 was mentioned towards consideration of conducting pending award ceremony.</p> <p>b) It was resolved to approach and invite <i>Dr. Pratapsinh K. Desai</i>, National President, ISTE in the event and honor awards in his gracious presence along with extension of invitation to <i>Dr. Vijay Vaidya</i>, Executive Secretary, ISTE.</p> <p>c) It was unanimously resolved that the event would be held during 10.30 am till 12.00 pm on 29th April 2022 at BVM Engineering College, Vallabh Vidyanagar in presence of dignitaries.</p>
Item 1 – 1.2	a) The proposal was accepted following discussions among

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Proposal by Dr. R. D. Patel regarding clustering of 34 th I. E. (India) VVLC Sardar Patel Memorial Lecture with proposed State Convention	present members, and it was resolved to merge the 34 th I. E. (India) Vallabh Vidyanagar Local Center Memorial Lecture along with ISTE State Convention Award Ceremony 2020 as a technical activity as a joint venture. He also assured for extending financial assistance for the event hosting to best extent possible. Members appreciated the gesture.
Item 1 – 1.3 Discussion and approval on spending of the combined event as above	<p>a) On availing of status and proposal of Dr. B. V. Bhatt, it was unanimously resolved to grant a sanction proceeding from ISTE Gujarat State to host the event for INR 20,000/- extending support to conduct a grand event towards attempting regaining momentum for ISTE Activities within the State (subject to approval in Annual General Meeting prior realization of payment) in along with INR 10,000/- for hosting annual State conventions. The additions spending was granted from forfeited deposit received from proposed host for the Annual State Faculty Convention 2020.</p> <p>b) Considering the event as a special event, it was resolved by members to place forward a request to ISTE Headquarter to avail sanction proceeding earmarked for State Annual Convention Award Ceremony towards partially matching proposed expenditure (Appendix – 1).</p>
Item 2 – 2.1 Any other matter with the permission of the Chair	<p>a) The Annual General Meeting that usually is held during State Annual Faculty Convention to be conducted within next month through online mode availing a notice period of at least 15 days by circulating agenda among ISTE LM associated at Gujarat State.</p> <p>b) <i>Dr. R. D. Patel</i> invited all members to reach Vallabh Vidyanagar at least one day in advance.</p> <p>c) All members bid good wishes for speedy recovery of <i>Prof. K. M. Bhavsar</i> informed of his suffering from summer stroke and <i>Prof. Alefiya Kachwala</i> is hospitalized due to recent accident.</p>
Item 2 – 2.2 Vote of thanks and adjournment of the meeting	<i>Dr. Bhasker V. Bhatt</i> thanked all to remain present and participate in deliberations and decision-making process for the ISTE Gujarat State Section.

Signed the minutes on approval in SMC Meeting



Hon. Secretary cum Treasurer,
ISTE Gujarat Section

Date: 29/04/2022

PROPOSAL TO HOST ISTE ANNUAL STATE FACULTY CONVENTION 2020



INDIAN SOCIETY FOR TECHNICAL EDUCATION
GUJARAT SECTION



FORM FOR PRE-REQUISITE INFORMATION OF THE HOST INSTITUTE WITH CONSENT FOR HOSTING/ORGANISING ISTE STATE/NATIONAL CONVENTION (YEAR)
(Kindly fill up all details in Computer format ONLY)

SR.NO	TYPE OF INFORMATION	CONSENT AND DETAILS OF INFORMATION	REMARKS
1	NAME OF THE INSTITUTE	BIRLA VISHVAKARMA MAHAVIGYALAYA	
	ADDRESS OF THE INSTITUTE	OPP. SASTRI GROUND MOTABAZAR, VALLABHI VIDYANAGAR	
	CONTACT NUMBER (OFFICE) WITH EMAIL ID	02692 230104 principal@bvmengineering.ac.in	
	WEBSITE	https://www.bvmengineering.ac.in/	
2	NAME OF DIRECTOR /PRINCIPAL OF INSTITUTE	PROF (DR) INDRAJIT N PATEL, PRINCIPAL	
	MOBILE NO. & EMAIL ID	9898034464 principal@bvmengineering.ac.in	
	NAME OF CONVENER/COORDINATOR OF THE CONVENTION WITH CONTACT DETAILS	CONVENER : DR INDRAJIT N PATEL (M) 9898034464 COORDINATORS: DR JAGDISH M RATHOD (M) 9428902849 DR MUKESH E SHIMPI (M) 9978090679	
3	INSTITUTIONAL MEMBERSHIP NO. WITH YEAR OF REGISTRATION	IM-080	
	ISTE CHAPTER MEMBERSHIP NO. WITH YEAR OF ESTABLISHMENT/NAME OF CHAIRMAN/SEC AND THEIR CONTACT DETAILS	GJ-002 YEAR: 1990	
	ISTE STUDENTS CHAPTER NO. WITH YEAR OF ESTABLISHMENT/NAME OF FACULTY ADVISOR WITH HIS/HER CONTACT DETAILS	GJ-001 YEAR: 1995	
4	DETAILS ABOUT INFRASTRUCTURE FACILITY/IES		
A	AUDITORIUM (CAPACITY)	YES/NO	YES (340)
B	STAGE FOR DAIS	YES/NO	YES
C	SEATING CAPACITY FOR AUDIANCE IN NUMBERS		340
D	LCD PROJECTOR WITH SCREEN	YES/NO	YES
E	PODIUM WITH SOUND SYSTEM	YES/NO	YES
F	AIR-CONDITIONED/AIR	YES/NO	YES



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	COOLED AUDIOTRIUM/SEMINAR HALL/S		
G	SEMINAR HALL/S IN NUMBERS WITH LCD PROJECTOR	YES/NO	YES (06)
H	SPACE /LABORATORY/IES FOR EVENTS (MINIMUM FOUR EVENTS)	YES/NO	YES
I	INTERNET FACILITY	YES/NO	YES
J	CLASS ROOMS/LECTURE HALLS (NUMBERS)	YES/NO	YES
K	IN CAMPUS GUEST HOUSE/HOSTEL OR ANY OTHER ACCOMMODATION FACILITY/IES	YES/NO (BE SPECIFIC)	YES
L	CAFETERIA FACILITY WITH ITS CAPACITY FOR LUNCH/BREAKFAST ETC.	YES/NO	YES
M	ANY OTHER INFORMATION TO BE HIGHLIGHTED IN CONNECTION WITH THE PROGRAMME	2- MULTIMEDIA HALLS (WITH CAPACITY OF 90)	
5	ESTIMATES FOR EXPENSES UNDER DIFFERENT BUDGET HEADS		
		ESTIMATED AMOUNT IN RS.	REMARK/S
A	PUBLICATION OF BROCHURES, FLEX BANNERS AND ASSOCIATED EXPENSES	Rs. 7,000=00	
B	HOSPITALITY TO CHIEF GUEST/GUESTS OF HONOUR/ISTE GUJ. OFFICE BEARERS WITH LODGING AND BOARDING(INCLUDING PRIOR AND POST CONVENTION EXPENSES OF ONE DAY IF REQUIRED)	Rs. 20,000=00	
C	MORNING BREAKFAST, LUNCH & POST LUNCH TEA-COFFEE.	Rs. 70,000=00	
D	STATIONARY INCLUDING CERTIFICATE AND MISCELLANEOUS CHARGES	Rs. 8,000=00	
E	EXPENSES TOWARDS MEMENTOS TO THE GUESTS	Rs. 5,000=00	



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	AND AWARDS TO EVENT WINNERS (TO BE SPONSORED BY THE HOST INSTITUTE)	NA	Total: Rs. 1,10,000=00
6	REGISTRATION CUM PARTICIPTION CHARGES TO THE PARTICIPANTS: (BE SPECIFIC FOR REGISTATION AND PARTICIPATION/EVENT CHARGE)		
A	ISTE MEMBER	NIL	
B	NON-ISTE MEMBER	NIL	
C	EVENT CHARGE (SEPERATE) IF DESIRE MAY BE CHARGED.		
D	ANY OTHER SOURCE OF INCOME OR FUND TO BE COLLECTED: IE Vallabh Vidyanagar Local Chapter		

The above furnished information is true and there is no ambiguity in the same for its correctness and existence of the facilities mentioned therein. We hereby give our full consent to host the State Annual Students/Faculty Convention_____ with the assurance to fulfil the terms and conditions laid down by ISTE Gujarat Section.

Prof (Dr) Indrajit N Patel
(Name of Convener)

Place : Vallabh Vidyanagar
Date : 11/04/2022



Prof (Dr) Indrajit N Patel
(Name of Head of Institute)

Note:

- (1) Generally, the State Convention is of a Single day while the National Convention is of 2/3days as per convenience of the host institute.
- (2) The state convention is generally organised before the National convention and the National Convention is generally planned in the month of October/December of the respective year. (National Students Convention in the month of October/November and the Faculty Convention in the month of December).
- (3) The dates for State/National Conventions are to be finalised in consultation with the State Section/ISTE New Delhi as the case may be.
- (4) In state convention, almost 500 and above participants are expected while in case of the national Convention, almost 1000 or more participants are expected.
- (5) The host institute will show the financial liability by presenting tentative expenses against the different budget heads as stated above.
- (6) The Host Institute has to submit a proposal cum a letter of consent showing their interest to host the state convention along with a fully refundable interest free security deposit of Rs. 20000/- (in the form of a DD only) to ISTE Gujarat Section with tentative date and brief about the institute.. The same would be refunded only after successful organisation of the said convention. The Government/Grant-in-aid institute is exempted from the payment of security deposit.