

Minutes of EC Meeting held on 24-04-2015 at IOCL, SMC, New Delhi

EC meeting of ISAS-Delhi Chapter was held on 24-04-2015 at SMC, IOCL, Sadiq Nagar, New Delhi. Following members attended the meeting:

1. Dr. J.L. Sharma, Vice-Chairman
2. Dr. J. Christopher, Secretary
3. Dr. G.S. Kapur, Jt Secretary
4. Mr. V. Kagdiyal, Treasurer
5. Dr. A.P. Singh, Jt. Treasurer
6. Dr. M.S. Alam, Member
7. Dr. Nitin Kohli, Member
8. Dr. Prabhat K. Gupta, Member
9. Dr. Sunil Garg, Member
10. Dr. Ram Singh, Member
11. Dr. V. Bansal, Member
12. Ms. Shalini Gupta, Member
13. Mr. V.K. Sharma, Member
14. Dr. Rupesh Kumar (Guest)

The agenda was already circulated to the members by e-mail. In the absence of B. Basu, Chairman of ISAS-DC, Dr. J.L. Sharma, Vice-chairman was requested to the chair and conduct the proceedings. The outcome of the meeting is given below:

- Secretary briefed the members about various activities conducted by ISAS-DC during the period June 2012 to March 2015. Total six programmes were conducted which include three 1-day seminars, one 2-day workshop and two 2-days National symposiums. Secretary thanked all the EC members for their support & help during this period to conduct these programmes. Efforts of Dr. Peerzada, Kashmir University were also acknowledged.
- Treasurer presented the un-audited report of 4th NSAS held at Jamia Hamdard in Feb, 2015. Based on un-audited report, ISAS-DC could save Rs. 5-6 lacs. It was decided to keep about 4 Lacs in Fixed deposit. Accommodation amount paid by delegates from DU for 4th NSAS will be refunded.
- EC acknowledged the efforts of Dr. Kapur for arranging sponsorship from various sources including Indian Oil.
- Travel allowance (TA) for attending EC meetings has been fixed in the range of Rs. 500 (Minimum) to Rs. 1000/- (Maximum) by ISAS-DC. No TA will be provided for attending local conferences / seminars / Workshops. However, if EC member has been given with some specific responsibility, then TA will be provided by ISAS-DC as above. For attending the outstation programmes. EC members will be given II AC fare or equivalent amount as per existing norms plus local travel as above.
- EC gave the consent to continue with Mr. Rajeev Jain, Sector-16, Faridabad as auditor for 2014-15.

- Regarding identification of probable speakers for delivering lectures in various programs being organised on the requests of colleges for their students/faculty, it was decided that a data base of probable speakers for specific subjects will be prepared by Secretary and Dr. M.S. Alam jointly. A format shall be developed and send to EC members for seeking suggestions, so that a pool of 4-5 speakers against each of the major topics/subject area could be prepared. However, Chairman along with Secretary shall be authorised to decide the speakers for a particular program.
- Selection of Institute / Industry / Venue for conducting workshop / seminar / Symposia will be decided in EC meeting. In case of shortage of time & if EC meeting is not possible, Secretary will send the venue details of the proposal received from probable Institutes, including estimated income vs expenditure statement and contribution by the host institute etc, to all EC members for their consent. If no reply received within 2 days, it will be considered as consent..
- The issue of membership data base updation raised by one of the EC members Mr B.S. Agarwal via email was discussed. Secretary requested all the EC members to help update the data base in terms of email ids particularly to Dr Rupesh Kumar to update Delhi University data base on priority, to which Dr Rupesh Kumar readily agreed to do the same.
- It was decided to conduct Election for the chapter during May – June 2015 and the tentative schedule was also discussed.
- EC approved to create additional posts (One Vice Chairman & One Jt. Secretary) due to more activities & work load. Two members will be co-opted as per existing norms.
- EC approved the names of Dr. M.I.S. Sastry, DGM (Nano) and Dr. S. Sinha Ray, CRM (TPF) as the Returning Officer to conduct the Election for the next term 2015- 2017. Official letter will be sent for seeking their consent.
- It was decided to conduct GBM before the election and the venue was identified as Faridabad. Dr. Bansal & Mr. Kagdiyal will find out suitable venue for conducting GBM by 30th April, 2015 so that GBM can be conducted as early as possible. It was proposed to arrange one hour lecture before GBM from a sponsor if possible.

In the end, Secretary thanked Chair person for conducting the session and resolving all the issues amicably.

Dr. Nitin Kohli, who is superannuating from service on 30th Sept, 2015, was felicitated with Bouquet and memento by ISAS-DC.

**Secretary
ISAS-Delhi Chapter**