



# INDIAN SOCIETY FOR TRAINING & DEVELOPMENT (Delhi Chapter)

MINUTES OF THE FIRST MEETING OF ISTD DELHI CHAPTER MANAGING COMMITTEE  
(2020-2022) HELD ON 12-10-2020

## PRESENT

## SPECIAL INVITEE

S/Shri

- |                                 |                                       |
|---------------------------------|---------------------------------------|
| 1. Mukesh Kumar Jain, Chairman  | 1. Shri Y. N. Kaushal, ISTD NC Member |
| 2. D. V. Shastry, Vice Chairman |                                       |
| 3. Ajaya Kumar Sahoo, Secretary |                                       |
| 4. Arpit Suri, Treasurer        |                                       |
| 5. Munish Kumar Gaur, MC Member |                                       |
| 6. Deepak Jain, MC Member       |                                       |
| 7. Ms. D. Sucharita, MC Member  |                                       |

*Excused : Ms. Usha Jain, MC Member*

1.0 Hony. Secretary welcomed all the MC members to the first meeting of the new body.

2.0 The Chairman ISTD Delhi Chapter also welcomed all the MC members and thanked all for making it convenient to attend the meeting physically despite the COVID situation, taking all precautions and maintaining social distancing. He said that the expectations of the members from the new body has increased exponentially and we must strive to match and exceed their expectations. Since online meeting option is now the norm, we can have many more quality webinars from the safety and comfort of our homes.

2.1 We shall try and double enrolment of life members to 200 this year compared to what was achieved last year. Also we shall try and increase Dip-TD student strength from the present 44 to 60-70 in the next batch. For this to happen, the prospective students need to see the value add of the programme to their skillset and career. Simultaneously, we need to enhance the quality of the faculties taking contact classes. A thought was floated as to whether we can revive the ISTD Dip-TD Alumni Association who can, apart from reconnecting with their batch mates, mentor the current and future students in their project work/ internship.

2.2 Digital Newsletter of Delhi Chapter, if published every 2-3 months, will go a long way in informing and connecting the members. ISTD Delhi Chapter website was shown to the members who appreciated the content. There's a need to keep the website upto date periodically through an agency.

3.0 The Agenda items for the meeting were taken up next.

3.1 Agenda Item # 1 : Confirmation of the last MC Meeting held on 14.9.2020

- 3.1.1 Since none of the new MC members, other than Shri Mukesh Kumar Jain and Ms D. Sucharitha, were present in the 14<sup>th</sup> Sep meeting, the present MC cannot confirm the

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minutes of that meeting. It was suggested that the minutes of the 14<sup>th</sup> Sep '20 meeting may be circulated to all the old MC members – both present and excused – for their information and their views sought. Based on this, the matter can be taken up in the next meeting of the new MC.

3.1.2 ISTD Delhi Chapter Office Renovation : The Chairman informed the members that the earlier MC had collected a few quotations for the renovation of Chapter office in Nov 2019. However, as almost a year has elapsed since then and one of the parties has also shown unwillingness, it was decided by MC to constitute a new sub-committee to undertake the work of renovation work of the Chapter office. The sub-committee will consist of the Secretary, Treasurer and Mr Munish Kumar Gaur, MC Member.

3.1.3 The Chairman shared with the MC the estimated expenditure and income of the Conclave and expected that bulk of the estimated income will still accrue to the Chapter despite the Conclave happening online. The actual income and expenditure of the Conclave shall be seen by the Treasurer and Secretary and vetted.

3.2 Agenda Item # 2 : Debriefing of the points discussed in the meeting with the signatories of the Petition dt. 01 Oct 2020

The Chairman informed the MC that he was in receipt of an email from the Director ISTD attaching therewith a Petition received from 10 ISTD Delhi Chapter members in which the members have raised certain issues pertaining to the meeting of the General Body held on 30<sup>th</sup> Sep 2020 and also a few more issues. In this regard, the Chairman informed the MC that he'd invited all the 10 signatories to the petitions for a meeting on 12<sup>th</sup> Oct 2020 and the members declined to attend the meeting. The petition will be dealt with on its merits.

3.3 Agenda Item # 3 : Board resolution for Change of bank signatories of ISTD Delhi Chapter bank accounts

The MC decided that the Treasurer shall send a letter to the banks to change the bank signatories of ISTD Delhi Chapter bank accounts. The MC Resolved that the accounts of the Chapter shall be ordinarily operated jointly by the Treasurer and one of the following office bearers viz. Chairman, Vice Chairman or Secretary of ISTD Delhi Chapter. All financial transactions will be countersigned by the Treasurer within 2 months of their being incurred.

3.4 Agenda Item # 4 : Date of next EGM to appoint auditors and other issues

The MC resolved that another meeting may be called of the General Body of the Chapter. The date of this meeting (which will be held after 14 days' due notice) will be decided in the next meeting of MC in the first week of November 2020.

3.5 Agenda Item # 5 : ISTD Dip-TD classes (81st, 82nd and 83rd batches) and internship/projects (3rd Sem)

Mr Y.N. Kaushal, ISTD National Council member and current head of the Diploma programme briefed the MC members about the 3 batches of Dip-TD programme, viz. 81<sup>st</sup>, 82<sup>nd</sup> and 83<sup>rd</sup> batch. He informed about the COVID situation has affected the programme schedule so much so that the semester exams could be completed only towards end of Aug 2020. The classes for the 83<sup>rd</sup> batch started on 11<sup>th</sup> Oct '20. The online contact classes for the older two batches (81<sup>st</sup> and 82<sup>nd</sup>) will begin shortly. He mentioned about the zoom meeting held on 11<sup>th</sup> Oct with the students of 81<sup>st</sup> batch specifically on the issue of Internship/Project. The Director ISTD, Chairman and Secretary of Delhi Chapter also attended the zoom meeting and most of the queries and concerns of the students were addressed.

3.5.1 The MC constituted a **Student Services Committee** to address the issues of the Dip-TD batches including their internship/project under the leadership of the Vice Chairman, Delhi Chapter. Another member of the Committee shall be the Hony. Secretary of the Chapter. The Committee may co-opt other eminent members of Delhi Chapter into the Committee subject to their consent and availability.

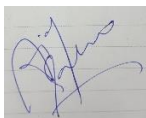
#### 3.6 Agenda Item # 6 : Other Items

3.6.1 The Chairman informed the MC that one Mr Alok Agarwal has been rendering IT services to the Delhi Chapter on ad hoc basis. Now that most of the transactions, meeting and contact classes will be on remote mode, we need to formalize the association of Mr Alok Agarwal by giving him a fixed monthly honorarium of Rs 6000/- The MC approved this proposal.

3.6.2 There is a need to continue the weekly/fortnightly webinars on various topics which were being held previously. The MC put on record its appreciation of the contribution of Mrs Pritima Kaushal, NC member and decided to request Mrs Kaushal to continue her good work in this area. Similarly, the MC also resolved to request Dr GP Rao to continue to curate and conduct webinar series with eminent speakers. These resolutions will be reviewed after two months.

3.6.3 It was resolved that the process of proper handing over - taking over of documents/records and the accounts between the new Hony. Secretary and Treasurer with the erstwhile incumbents be expedited.

4.0 The meeting ended with thanks to the Chair.



(AJAYA KUMAR SAHOO)  
HONY. SECRETARY

New Delhi  
19-10-2020