

# INDIAN INSTITUTE OF TECHNOLOGY KANPUR

**Minutes of the IAC Meeting held on  
5th February 2015 at 1600 hrs. in FB212**

## **Members Present:**

Drs. Indranil Manna, A. K. Chaturvedi, Achla Raina, Manindra Agrawal, Neeraj Misra, A. R. Harish, Onkar Dikshit, NN Kishore, Sanjay Mittal, S. Ganesh, V. Shankar, J. Bera, Rajesh Srivastava, Sumit Ganguly, Satyaki Roy, S P Das, Surajit Sinha, Rahul Varman, Y. N. Mohapatra, P. K. Panigrahi, Avinash Singh, Gouthama, Ajai Jain, V. D. Srivastava, Mr. Munish Malik, Mr. Anurag Sahay.

The Chairman welcomed all the members present and called the meeting to order.

## **Item 1: Confirmation of Minutes of previous IAC Meeting**

The Minutes of the IAC Meeting held on January 6, 2015 were confirmed.

## **Item 2: IITK Branding.**

There is a need to have uniformity across the institute in the use and display of institute logo, name of the institute, department, IDPs or CoEs. Prof. Satyaki Roy, Head, Design Programme, organized a student competition for the design of institute letterhead, visiting cards, name plate, file folders, wall papers, rubberstamp and seals, envelopes, CD cover, name tags, book marks, notepad and corresponding templates for the same in online formats such as powerpoint. Students were given time from mid-November 2015 till December 31, 2015 to submit their designs. A committee consisting of Prof S. Sinha, Prof. Satyaki Roy and Mr. D. Tripathi evaluated the submissions. There were 22 entries. Prof. Satyaki Roy presented the designs of the winning entry, by Mr. Sanjeev Kumar, MDes. student.

Director suggested that feedback be taken from faculty members on the proposed design. Prof. Roy will circulate the same to Heads of all departments/IDPs.

A branding manual has been written by Mr. Dharendra Tripathi. The following is a suggested timetable for the same.

Feb 20: Feedback to be received.

Feb 28: Finalization.

Report to be presented at the next IAC meeting.

**Item 3: Ethics Cell.**

An ethics cell has been constituted. Prof. SSK Iyer is the chair of the committee and AR-DORD is the Member-Secretary of the committee. The committee will author a document that details the academic ethics policy of the institute.

**Item 4: Convocation.**

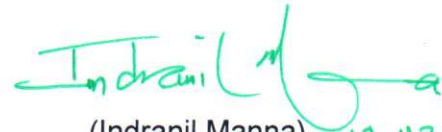
The DOAA, Prof. Neeraj Misra gave an update on the progress towards convocation.

- a. Invitations have been sent to Alumni and BOG members.
- b. On 23-2-15: Entry is from 9am.
- c. About 500 degrees are to be conferred, and about 300 graduating students are expected to attend.
- d. Convocation will be webcast live on YouTube. Prof. Satyaki Roy had tested this earlier.

The Meeting ended with a vote of thanks to the Chair.



(Sumit Ganguly)  
Convener



(Indranil Manna) 12.03  
Chairman