



Minutes of the Seventh Executive Council Meeting of IIPSAA (October 1, 2013)

Eight meeting of IIPSAA Executive Council was conducted on October 1, 2013 at 5.30 p.m. in the NFHS Committee Room. The following members were present for the meeting.

1. **Prof. P. Arokiasamy** : President
Department of Development Studies
International Institute for Population Sciences
Deonar - Mumbai - 400088
2. **Dr. K.C. Das** : General Secretary
Department of Migration and Urban Studies
International Institute for Population Sciences
Deonar - Mumbai - 400088
3. **Dr. Chandrasekher** : Vice President
Department of
International Institute for Population Sciences
Deonar - Mumbai – 400088
4. **Dr. Aparajita Chatopadhyay** : Member
Department of Development Studies
International Institute for Population Sciences
Deonar - Mumbai - 400088
5. **Dr. Manoja Alagarajan** : Treasurer
Department of Development Studies
International Institute for Population Sciences
Deonar - Mumbai - 400088
6. **Mr. Prakash H. Fulpagare** : Secretariat
Department of Extra Mural Studies & Distance Education
International Institute for Population Sciences
Deonar - Mumbai - 400088

Mr. Vipul Pandey was also present as representative of **Student Volunteer Committee**.

After reviewing the seventh meeting decisions and action taken, the following agenda items were discussed in the eighth meeting.

Agenda Item No. 1: Review of the progress of IIPSAA and proposing Vote of thanks by President

The progress of last two months was narrated by the President as stated below:

- Fifty-two IIPS Alumni registered themselves as IIPSAA members (43 lifetime and 9 Student Members) and total ₹ 2,28,000/- fund was generated from the IIPSAA membership during the period. The IIPSAA membership has increased to 95 from 43 in the month of April 2013.
- ₹3,30,000/- from the accumulated fund in the IIPSAA account was converted into fix deposit on 23rd July 2013 in the State Bank of India, Deonar Branch and there is a balance funds of Rs.73,663/- in the IIPSAA account till October 2013.
- A Lecture Series and Workshop in Population Dynamics (LSWPD)-II was conducted during July 15-19, 2013 In at IIPS for the Ph.D. students. Dr. Arni Srinivas Rao, Associate Professor, Department of Epidemiology and Biostatistics, Georgia Regents University, USA, Dr. Chander Shekhar, and Dr. Laxmi Kant Dwivedi, Department of Mathematical Demography and Statistics, IIPS, Mumbai were the resource persons for the workshop.
- Seventeen IIPSAA members (8 faculty members and 9 Ph.D. students) out of 46 IIPS Alumni participated in the IUSSP international Conference at Busan, Republic of Korea during August 27-30 2013.
- On behalf of the Association, the President also proposed vote of thanks to the IIPSAA Members, non-members alumni, Members of Students Volunteer Committee and Members of EC, who extended excellent cooperation during pre conference preparatory work and also supported at IIPSAA stall during conference.

Agenda Item No. 2: Generation of fund from UNFPA

In order to organize useful workshops to strengthen the research skills of the M.Phil/Ph.D. students, project staff & IIPS Alumni's, it was decided that to prepare a generous proposal of 5-6 workshops and seek the funding from UNFPA.

Agenda Item No. 3: Briefing about auditing, IT filing, TAN card etc.

After approval of the Managing Committee, the audit work is given to M/s Sunil Adavade & Co., Chartered Accountants (CA), Chembur. The Auditor has informed all the auditing work will be completed by 30th September and subsequently the IT returns will be filed. Once the IT returns are filed, the processing of income tax exemption certificate will be claimed.

However the following queries were raised by the Auditor.

1. Production of the receipt of IIPSAA registration expenditure
2. To carry forward ₹ 15,122/- of “Association of the Alumni and Teachers of the International Institute for Populations Sciences- AATIIPS” transferred in to IIPS Alumni Association - IIPSAA (₹ 9,150/- as membership fee paid by 38 alumni members to the (old association) in 1992 and ₹ 5,972/- bank interest earned on the membership.

After completing the above formalities, application for **Tax Deduction Certificate** and application for **Foreign Contribution Regulation Act (FCRA)** will be sent to the concern authorities.

The members decided that registration expenses receipt will be procured from the legal Adviser Mr. Patel who assisted in entire procedure of IIPSAA Registration.

The Committee members took the unanimous decision that a resolution will be made to covert the amount of ₹ 9,150/- paid as membership for earlier AATIIPS and ₹ 5,972/- bank interest earned on it into the donation to the IIPSAA with the following justifications.

- Old association AATIIPS has been converted into IIPS Alumni Association (IIPSAA) registered in 2011.
- Fourteen AATIIPS members became IIPSAA life members by paying membership fee of ₹ 5000/- each.
- Four members are not surviving
- Contribution amount was less (₹ 525/- as life member and ₹ 75/- as ordinary member).
- Remaining AATIIPS members are likely to become life members of IIPSAA.

Agenda Item No. 4: Fixation of time duration for banking and e-mail updating

Registration of new membership is not a regular phenomenon; therefore going to bank for depositing cash or cheque just for one or two members is difficult.

Similarly the System Manager has suggested that e-mail addresses of new members can be updated periodically as there is lot of pressure on computer staff.

It was decided that the bank visit can be made twice in a month and email addresses can be given to the System Manager for upgrading the group mail one in a month. However, if more number of alumni registers as IIPSAA members (minimum 10) instead waiting for a month period the e-mail addresses can be given to the System Manager for immediate action.

Agenda Item No. 5: Plantation in the Institute Campus

There is lot of renovation work going on at present in the Institute campus. In view of this, it is proposed that some plantation work can be undertaken by IIPSAA to facilitate beautification of the Institute campus.

The committee members suggested that the plantation work can be taken up by IIPSAA after renovation work because it may affect on the maintenance of the plantation due to disturbance of renovation work going on in the campus.

Agenda Item No. 6: Discussion on second e-newsletter to be brought out

It was discussed in the meeting that the second e-newsletter is to be brought out in the month of October 2013. The Editor Dr. Aparajita Chattopadhyay has completed major part of editing task. Still some documentations he it be provided to the Editor. The Members of Student Volunteer Committee are also helping the editor for completing the task. Further requirements, clarifications may be placed before the Executive Committee.

The requisite details of IIPSAA were also given to the Editor Dr. Aparajita Chattopadhyay by IIPSAA secretariat.

Agenda Item No. 7: Any other item to be discussed

The following additional points were discussed by the members.

1. Preservation of IIPSAA Corpus Fund

The Managing Committee also discussed about the accumulated of IIPSAA Corpus Fund and it was suggested by the members that once the Corpus fund reaches to Rs.10 lacks, it will be kept in the fix deposit for long period and will not be touched by the EC members present and even the members new committee which will be elected after the formal election.

The IIPSAA activities will be conducted from the available funds such as donations and members ship fees without disturbing the corpus fund once it is kept in the fix deposit.

2. Preparation of IIPSAA Souvenir/Mementos

In order to facilitate the distinguish guests visiting at the Institute and also serving as Resource Persons for conducting workshops through IIPSAA for the alumni and IIPSAA members, it was suggested by some of the members that these distinguished persons can be felicitated giving the IIPSAA memento.

It was also suggested that all the IIPSAA members may also be given small mementos from IIPSAA such as small paper weight, pen, IIPSAA new year calendar etc.

It was suggested by the members that the responsibility of designing and finalizing mementos can be given to Dr. Aparajita Chattopadhyay, Editor of the IIPSAA e-journal and EC members.

3. There was a suggestion from the members that once the seed money of Rs.1.5 lacks are received from the Institute the following initiatives can be taken by the IIPSAA.

- a. Awarding one scholarship each for national and international conference/seminar to the IIPSAA members once in a year especially to the research scholars to encourage their efforts in research.
- b. To sponsor one IIPSAA Gold and Silver medal to the toppers of any of the courses run by IIPS after consultation with Director and Sr. Professor so that the Agenda of IIPSAA Gold and Silver medal can be put up in the forthcoming EC and AC meetings of the Institute.

The meeting ended with the vote of thanks given by the IIPSAA President, Prof. P. Arokiasamy.

1. Prof. P. Arokiasamy	: President	_____
2. Dr. K.C. Das	: General Secretary	_____
3. Dr. Chandrasekher	: Vice President	_____
4. Dr. Aparajita Chatopadhyay	: Member	_____
5. Dr. Manoja Alagarajan	: Treasurer	_____
6. Mr. Prakash H. Fulpagare	: Special Invitee	_____
7. Mr. Vipul Pandey	: Member/representative Student Volunteer Committee	_____