Co-Curricular and Academic Interaction Council

Indian Institute of Technology Delhi

Minutes of the General Body Meeting (GBM)

2025–26

Date : 24 March, 2026
Time : 15:00-17:00
Venue : Senate Room

Attendees

Faculty

- Prof. Rangan Banerjee, Director, IIT Delhi (Chairperson)
- Prof. Dhanya C. T., Dean (Academics)
- Prof. B. K. Panigrahi, Dean (Student Affairs)
- Prof. Supreet Singh Bahga, Associate Dean, Academics (PG Research)
- Prof. Shilpi Sharma, Associate Dean, Academics (Outreach & New Initiatives)
- Prof. S. Pradyumna, Associate Dean (Student Events)
- Faculty Advisors / Presidents of Co-curricular Bodies (as present)

Student Representatives

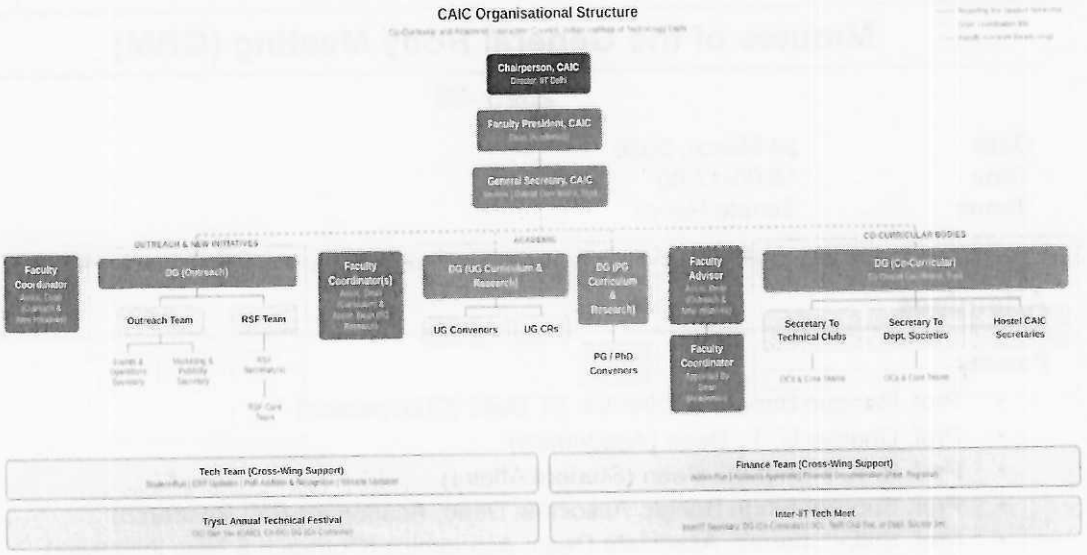
- CAIC General Secretary and Deputy General Secretaries
- UG and PG Conveners
- Secretaries to all Technical Clubs and Departmental Societies
- Overall Coordinators of all Technical Clubs and Departmental Societies
- Outreach Secretary
- Other elected and nominated CAIC representatives (as present)

Agenda Item 1 - Proposed Structural Reorganisation of CAIC

Presentation

The Deputy General Secretary (Co-curricular & Outreach) presented the rationale, objectives, and details of the proposed structural reorganisation of CAIC.

Proposed New Structure



Under the Chairperson and Faculty President:

- A **Student General Secretary** with direct oversight of the DG (UG) and DG (PG).
- The DG Co-curricular and DG Outreach positions are split from the existing combined role, enabling semi-autonomous functioning.
- The DG Co-curricular and the DG Outreach can independently review and decide on budget management, bill signing, day-to-day activities, and inter-IIT contingent decisions within their respective domains.
- Faculty Advisors are redefined: the Associate Dean (Outreach & New Initiatives) will serve as Faculty Coordinator for DG Outreach and as Faculty Advisor for DG Co-Curricular (positioned above the appointed Faculty Coordinator); a faculty member appointed by the Dean (Academics) will serve as Faculty Coordinator for DG Co-Curricular; and Associate Deans (Curriculum) and (PG Research) will coordinate the Academic Board.
- Four support teams are established:
  (i) Tech Infrastructure Team (extension of Dev Club's Products vertical),
  (ii) Finance and Admin Team,
  (iii) Tryst (OC: General Secretary, Co-OC: DG Co-curricular; additional Co-OCs at the discretion of the GS and Chairperson), and
  (iv) Inter-IIT Tech Meet Contingent (for core team InterIIT Tech):
  <u>Contingent Leader:</u> Nominated by a panel consisting of the Dean Academics, Associate Dean (Outreach and New Initiatives), with special invitees like previous Contingent Leader, Deputy Contingent Leaders, and Secretary, if not graduated, independent of the DG Co-curricular and Club/Society Secretaries. General Secretary, DG Co-curricular, and any other significant contributor from last InterIIT team available on campus may also be invited.

  <u>Two Deputy Contingent Leaders:</u>
  – One selected from among the Club/Society Secretaries
  – One nominated by the panel listed for Contingent Leader

  <u>Secretary position:</u> DG Co-curricular

Discussion and Decisions

- It was emphasised that structural clarity must be accompanied by clearly defined roles, powers, and responsibilities for each position. The GS confirmed that a detailed powers and responsibilities document had been prepared and shared (attached).
- The Dean (Academics) raised the issue of **first-year UG representation**: nominated representatives for first-year students are to be introduced - one per each of the 19 UG programmes - selected through a simple, quick process involving the relevant HODs and faculty within the first month. They will serve as Points of Contact for feedback collection and Class Committee Meetings (CCMs). (**Action:** Dy. Gen. Secy., UG)
- For second-year students, ECA (Extracurricular Activity) representatives are already present.
- **DG Outreach** will continue as a **nominated position** for the current tenure, as was the case for the past two years, to allow the team to build a legacy. The position may transition to an elected one from the next year onwards. This will be decided in a year's time.
- The responsibilities of UG and PG Conveners must explicitly include collecting student feedback, conducting and minuting CCMs, and escalating academic issues to the DG or faculty coordinators. A **calendar of activities** covering at least half the tenure must be submitted by all three wings before the start of the academic session. (**Action:** Dy. Gen. Secy., UG & PG along with UG & PG Conveners)
- All clubs and societies must submit an annual activity report at the end of their tenure and plan events in advance before the next tenure begins to enable better budget planning and space allocation.
- It was requested that major CAIC activities be included in the official **Academic Calendar**, and that a **CAIC orientation session** be scheduled during the Institute orientation for incoming UG and PG students. (**Action:** Gen. Secy. CAIC)

Resolution: The proposed structural reorganisation of CAIC was ratified by the General Body.

Agenda Item 2 - Election Process Post-Reorganisation

Presentation

The election framework was revised to align with the updated three-wing structure: Outreach & New Initiatives (ONI), Academic, and Co-curricular.

Key Points

- **Hostel-level elections:** Hostel CAIC Secretaries shall be elected during hostel elections in accordance with BHM rules and regulations. (**Action:** Gen. Secy., CAIC)
- **Functional and representative positions** (UG/PG Conveners, Club/Society/Departmental Secretaries) shall be elected before the election of the General Secretary and DG positions.
- **New elected positions** introduced: DG Co-curricular and Hostel CAIC Secretaries. All other positions retain their existing election procedures as mentioned in the CAIC Constitution unless explicitly amended.
- For the **current tenure**, Hostel CAIC Secretaries and DG Co-curricular will be **nominated positions**. From next year onwards, they will be elected.
- Approximately **79 elected positions** exist in CAIC (69 conveners + around 10 others). Data on women's representation in elected positions relative to the student population will be compiled and reviewed, with the intent of amending rules to ensure equitable representation. (**Action:** Representative UG & PG Conveners)

- A **two-term cap** on holding any single position was confirmed to be documented for each role.
- For the DG Co-curricular electorate, voting will be by incoming and outgoing OCs as well as incoming and outgoing Hostel CAIC Secretaries.
- Students who were a part of InterIIT Tech Contingent in past can also apply for DG Co-curricular till the time it is a nominated position.

Resolution: The revised election process was ratified by the General Body.

Agenda Item 3 - Introduction of Hostel CAIC Secretary

Rationale

A Hostel CAIC Secretary is proposed to formalise and strengthen the link between CAIC and individual hostels. Many hostels already have an informal technical secretary; this proposal creates a compulsory, formal position with a direct reporting line to CAIC.

Discussion and Decisions (**Action:** Gen. Secy., CAIC)

- This position formalises the existing informal hostel technical secretary role, with a mandatory requirement across all hostels and a formal reporting line to CAIC.
- Any changes affecting hostel governance must be discussed and approved through the **Board of Hall Management (BHM)**, and a proper operational proposal must be documented before implementation.
- The decision of whether nominated hostel secretaries will be eligible to vote in subsequent elections will be taken at the next co-curricular EC meeting.
- A **joint meeting of CAIC and BHM** must be held before the next election cycle to formalise the elected position, integrate the CAIC Trophy with BHM's constitution, and align award structures.
- It was suggested that CAIC conduct at least **2 GBMs per year** to allow for timely mid-tenure amendments and joint discussions with BHM or SAC, as required (**Action:** Gen. Secy., CAIC).

Resolution: The Hostel CAIC Secretary (as a nominated position for the current tenure) was introduced. The elected form of the position will be formalised after a joint CAIC–BHM meeting and a constitutional amendment in due course.

Agenda Item 4 - Introduction of M.S. (Research) Programme Convener

Rationale

M.S. (Research) students currently vote with the PhD electorate, but their programme structure is distinct - it involves coursework alongside a graded project, making it closer to a master's programme. A dedicated CAIC convener for MS(R) will represent these students in CAIC and related academic bodies.

Decisions

- **One convener** for the MS(R) programme will be introduced for the present, with scope to increase the number based on future requirements.

Resolution: The M.S. (Research) Programme Convener position was introduced.

Agenda Item 5 - Proposal for the Formation of a Public Policy Club

Decision

The Public Policy Club will be established as a chapter (not a club) in its first year, in line with the EC decision. The School of Public Policy will fund preliminary events during this phase. The Dean suggested changing the name from "Club" to "Chapter" to prevent future confusion.

Resolution: Ratified.

Agenda Item 6 - Proposal for the Formation of ASM Student Chapter

Decision

The American Society for Microbiology (ASM) student chapter is approved to operate under CAIC as a professional society chapter only. It will not seek promotion to a standard CAIC technical club or departmental society.

The Dean noted that all professional society chapters (IEEE, ACM, ASME, ASM, etc.) should be catalogued collectively under the "Professional Society Chapters" umbrella by the CAIC. (**Action:** Gen. Secy., CAIC)

Agenda Item 7 - Applied Mechanics Society (AMS): Upgradation from Chapter to Departmental Society

Decision

Following a performance report reviewed at the EC meeting, AMS is upgraded from a Chapter to a Departmental Society. Funding will be from the Departmental Development Fund (DDF), not CAIC. AMS is directed to focus more on activities that promote core engineering concepts.

Agenda Item 8 - IIT Delhi – Abu Dhabi Campus Coordinator

Discussion

- The initial proposal placed this coordinator under the DG Outreach. During the discussion, it emerged that the intent of the original proposal was for a **representative from the Abu Dhabi campus** to hold a position of responsibility at the Delhi campus - not for a Delhi campus student to be nominated.
- The Dean observed that as the Abu Dhabi campus grows, a more integrated SAC–CAIC structure may be appropriate there.
- Given the ambiguity, the item was **deferred** for further discussion and clarification with the Abu Dhabi student team.

Resolution: Deferred. To be revisited once the role is clearly defined in consultation with the Abu Dhabi campus student representatives.

Agenda Item 9 - Promotion of Chapters to Clubs

Decision

The following chapters, whose promotion requests were accepted at the EC meeting, were ratified by the General Body:

- **ARIES** (Artificial Intelligence Society) - promoted to Club.
- **BnC** (Business and Consulting Club) - promoted to Club.
- **IGTS** - promoted to Club, with the name changed from Indian Game Theory Society to **IITD Game Theory Society**, retaining the IGTS acronym.

Agenda Item 10 - Introduction of Panel Member Positions in Clubs & Societies

Discussion

- The EC had approved the introduction of **two panel member positions** in all clubs and societies for past coordinators (typically fourth-year students) to provide advisory support to the current OCs while formally recognising their continued contribution.
- The chair noted that the nomenclature should be **uniform** across all clubs and cannot be made club-specific. The panel member **concept implies an advisory, not an executive, role.**
- The upper cap is **two** panel members per club, but appointment is not mandatory—it remains at the discretion of the club OCs.
- The position is not restricted by year; however, in practice, it is expected to be held by final-year students.

Resolution: Two Panel Member positions per club/society were introduced. The naming discussion (Panel Member vs Co-OC) is to be taken up at a subsequent EC meeting.

Agenda Item 11 - SwD and ODI Representatives in CAIC

Proposal

Two representatives—one from the Students with Disabilities (SwD) community and one from the Office of Diversity and Inclusion (ODI)—nominated by the ODI office, will be part of CAIC.

Discussion and Decisions (**Action:** ODI or OAE office along with CAIC G. Secy. and Dean Acad.)

- These two representatives will function **across all three wings** of CAIC (Academic, Co-curricular, and Outreach).
- They will attend EC meetings of all three wings and participate in relevant decision-making.
- They will **report directly to the General Secretary** to ensure that concerns can be raised at the highest level without friction.
- They will have full **voting rights** in the elections for the General Secretary and all elected DG positions.
- Their role includes offering context-specific input on inclusion and accessibility, reviewing proposals to ensure alignment with IIT Delhi's DEI (Diversity, Equity, and Inclusion) initiatives, and serving as a liaison between CAIC and ODI.

Open Discussion - Future Working and Evolution of CAIC

Dean (Academics) and Director's Remarks

The Dean (Academics) acknowledged the significant work done by the outreach and academic wings, particularly recent initiatives such as programmes for school students, Fellowships, Research Communication Award, and Research Scholar Forum. She emphasised the need for greater focus on technical clubs, which provide students with hands-on engineering experience.

Key Announcements and Directives

- A **single point of contact** in the academic section has been established for all club finance and administrative requirements (forms, advances, bill clearances), headed by Assistant Registrar Mr. Gursevak.
- Clubs must submit an **annual activity plan and an equipment/consumables list at the start of each financial year (during RBC), and have them** approved by the faculty president.
- A **grant from the endowment fund** has been secured to strengthen club activities. Spending must be planned and justified.
- **One-on-one meetings** between the Dean's office and each club's OC and faculty president have been initiated to understand their vision, fund requirements, and annual plans. (**Action:** DG Co-curricular along with Secretaries)
- A calendar will be prepared that includes all flagship events, major meetings, and other important CAIC activities. (**Action:** Gen. Secy., CAIC)
- The proposal regarding the association of **"NAVCHETNA"**, society of **Centre for Rural Development and Technology (CRDT),** with CAIC received interim approval from the ADONI. It was further decided that the same shall be placed in the next Executive Committee (EC) Meeting / General Body Meeting (GBM) for final approval and formal ratification.

Director's suggestions and actionable items

- Improving **classroom attendance and learning experience**: A committee has been constituted to review attendance policies. (**Action:** Dy. Gen. Secy., UG & PG along with UG & PG Conveners)
- Meaningful **industry integration**: internships and projects aligned with a rapidly changing job market. (**Action:** Clubs and Societies)
- Greater **international exchange**: leveraging existing MOUs; funds have been allocated for this. (**Action:** Gen. Secy., CAIC)
- Creating **digital platforms and apps** to improve the speed and transparency of institute processes. (**Action:** Clubs)
- Two new initiatives: a **Teaching and Learning Centre** and a **Centre for Academic Communication**, both being established shortly.
- Student inputs for the **IIT Delhi 2035 ten-year plan**. (**Action:** Team CAIC)

Attendance Policy Discussion (**Action:** Dy. Gen. Secy., UG & PG along with UG & PG Conveners)

A student suggested rewarding attendance above 75% rather than penalising those below the threshold. The Dean noted that data across different attendance regimes are being collated, and the attendance policy committee welcomes student participation and independent reports.

For PhD students, the attendance policy is left to the academic unit, given the diversity of research environments, fieldwork requirements, and sponsored candidatures.

Acknowledgements

The General Secretary expressed thanks to the Director and Deans for their presence and to all members of CAIC for their contributions during the tenure.

Signatures

Director, IIT Delhi & Chairperson
Prof. Rangan Banerjee

Dean (Academics)
Prof. Dhanya C. T.

Associate Dean, Academics (Outreach & New Initiatives)
Prof. Shilpi Sharma

General Secretary, CAIC
Abhayveer Singh

Annexure

Attached below are the GBM agenda and CAIC restructuring documentation clearly listing roles, responsibilities, and election/nomination procedures for all newly introduced positions.

- GBM Agenda
  https://owncloud.iitd.ac.in/nextcloud/index.php/s/FnaCmxGwR2oY684
- Proposed Structural Reorganisation of CAIC
  https://owncloud.iitd.ac.in/nextcloud/index.php/s/Dq472T4GoExbPRZ
- Election Process Post Reorganisation
  https://owncloud.iitd.ac.in/nextcloud/index.php/s/tQzrz8jkiNELQ45