The Institution of Engineers (India)

AN ISO 9001 : 2015 CERTIFIED ORGANISATION
(ESTABLISHED 1920, INCORPORATED BY ROYAL CHARTER 1935)
8 Gokhale Road, Kolkata-700 020

A Century of Service to the Nation

MEMB/AISC/RCOL/M-15   21 Nov 2024

The Principal/Head of the Institution
All Engineering Colleges/Polytechnics

Dear Sir/Madam.

Sub: Invitation of proposals for organizing Regional Conclaves of Students' Chapters of

The Institution of Engineers (India)

The Institution of Engineers (India) organizes Regional Conclaves every year in four different regions of the country. The Conclaves are region-wise (north/south/east/west) events of Engineering College/Polytechnic Students' Chapters comprising of different technical activities such as paper presentations. guest lectures by eminent personalities, panel discussions, technical exhibitions, model competitions etc on a contemporary theme. The Conclaves aim at enrichment of technical knowledge and professional growth through mutual interaction amongst the Students, faculties of Engineering College/Polytechnics.

As decided by All India Students' Committee of IEI, we invite the proposals are invited from our various Students' Chapters of IEI to organize Regional conclaves on the following themes:

01. Innovative Solutions for Healthcare
02. Power. Control. Energy and Intelligent Transportation Technologies
03. IT enabled Management for Social Change
04. Internet of Things (IoT) application in Infrastructure

The guidelines for organizing such events are enclosed in **Annexure I**.

Please forward your proposal for conducting the conclave addressed to:

The Deputy Director (Membership)
The Institution of Engineers (India)
8, Gokhale Road
Kolkata – 700020
Email studentchapter@ieindia.org/ dd.membership@ieindia.org
Ph No 033-40106224/251

The proposal should reach in the prescribed format enclosed in **Annexure II** to the above said address on or before 10 December 2024.

With regards.

Yours sincerely.

Deputy Director (Membership)

Guidelines for Regional Conclave
by Students' Chapter of
The Institution of Engineers (India)

Regional Conclave is the region-wise Convention of **Engineering College/Polytechnic Students' Chapters** of the Institution. This event is organized in four regions, namely northern, eastern, southern and western regions of the country. The Conclave is organized annually in each region held on a contemporary theme and hosted by one of the Students' Chapter of IEI.

1. Objective

The Conclaves aim at enrichment of technical knowledge and professional growth through mutual interaction amongst the students, faculties of Engineering College/Polytechnics and All India Students' Committee Members.

2. Nomenclature

The conclave must be designated in the following style:-

> *Second Regional Conclave of Students' Chapters of The Institution of Engineers (India)*
> *for Eastern Region*
>
> Theme - "............"
>
> *or*
>
> *Second Regional Conclave of Students' Chapters of The Institution of Engineers (India)*
> *for Northern Region*
>
> Theme - "............"

3. Planning

3.1 The Engineering College/ Polytechnic desiring to hold the Conclave may submit the proposal **before three months of the event** in the approved format given in the prescribed format (MS Word file)

3.2 The Chief Guest(s), Guest(s) of Honor (maximum two), list of technical activities and invited speakers needs to be finalized before one month of the event.

Renowned Experts, Professors, Industry Professionals including Professional Engineers (PE) / International Professional Engineers (IntPE) of IEI may be invited to act as speakers/ panelists in the event.

3.3 For organizing the Conclave through virtual mode, the flyer and invitation card (both for inauguration and valedictory sessions) of the events will be designed and provided by the HQr in consultation with the Chapter.

3.4 For organizing the Conclave in physical mode, the standard template of information brochure will be provided to the Chapter. After finalization of the brochure, the printed copies will be prepared by the Chapter and 20 copies to be dispatched to IEI HQr for records. The standard template of invitation card for inauguration and valedictory session will be designed and provided by IEI HQr in consultation with the Chapter.

4. Responsibility

4.1 The event will be organized by an Engineering College/Polytechnic Students' Chapter of IEI

4.2 All the Regional Conclaves are to be conducted with the collaboration of State/Local Centers of IEI, under whose jurisdiction the organizing Students' Chapter lies.

4.3 All technical support and publicity of the event will be provided by IEI.

5. Programme Outline

First Day

5.1 Inaugural Session

5.1.1. Welcome address by Principal/ Director/ Vice-Chancellor of the organizing Institute/ Advisor of the organizing Students' Chapter

5.1.2. Address by President, IEI (if present)

5.1.3. Address by Chairman, AISC

5.1.4. Address by Chairman, State/Local Centre of IEI

5.1.5. Address by Guest(s) of Honour

5.1.6. Inaugural address by Chief Guest (s)

5.1.7. Vote of thanks by Hony Secretary of Host Centre / Organising Secretary of the conclave

5.2 Technical Session

5.2.1. **Guest Lectures**
Guest lecturers may be invited from different eminent personalities (from academic, industry and policy-makers) to enrich the students and faculties

5.2.2. **Paper Presentation by Students**
Students will present selected papers on pre-defined topics based on the theme of the conclave.

5.2.3. **Panel Discussion**
A panel discussion will be organized which may include experts from both academy and industry.

Second Day

5.2.4. **Exhibition**
Exhibitions may be organized showcasing recent innovative technologies and R&D projects carried out by the students with the aim of helping the budding engineers broaden their vision for development of new scientific research.

Poster presentations may also be organized in parallel sessions, if desire.

5.2.5. **Model Competition**
A Model Competition will be organized among the students like designing of manually controlled robot or coding problems or solve basic science, mental aptitude, and practical life problems etc.

5.3 Valedictory Session

5.3.1. Welcome address by Principal of the organizing Institute/ Advisor of the organizing Students' Chapter

5.3.2. Address by Chairman, State/Local Centre of IEI

5.3.3. Prize Distribution

5.3.4. Reporting by rapporteur(s) of paper presentation session

5.3.5. Address by Chief Guest (s)

5.3.6. Vote of thanks by Hony Secretary of Host Centre / Organising Secretary of the Conclave

6. Conclave Document/ Report

The organizing Chapter in consultation with the State/ Local Centre of IEI will send a detailed report of the Regional Conclave in the prescribed format within 20 days of culmination of the event.

Registered participants who will attend the event all along (duly certified by the Organizing Secretary of the Conclave) will be provided e-certificate signed by Chairman, AISC and Director/Principal/ Vice Chancellor of the organizing institute, if it is organized through virtual mode.

In case the Chapter organizes Conclave in physical mode, the printed copies of certificates will be provided by the concerned Chapter in the same format as mentioned above.

The Institution of Engineers (India)

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8 GOKHALE ROAD, KOLKATA – 700 020

PROPOSAL FOR REGIONAL CONCLAVE OF STUDENTS' CHAPTER

Name of the Institute (BLOCK LETTERS):	
Region:	
Theme:	
Date:	
Write-up on the Theme (200 words):	

Speakers: **Designation:** **Organization:**	**Themes:**
Speakers: **Designation:** **Organization:**	**Themes:**

_____   _____   _____

Signature of the Advisor   Signature of Principal/Dean   Chairman/ Honorary Secretary of IEI State/ Local Centre

Note: (a) Please avoid conducting Regional Conclaves in the statutory days i.e., on March 04, March 22, May 17, June 05, Sept 09, Sept 15, Oct 03, Oct 14 and Dec 14.

(b) Please avoid conducting Regional Conclaves on the dates of Indian Engineering Congress and National Conventions