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**MINUTES OF THE 4TH(2010-2011) MEETING OF THE PUBLICATIONS
COMMITTEE HELD ON SATURDAY, THE 09TH JULY 2011, AT IETE HQ.**

THE following were present:

Dr Surendra Pal	Co-Chairman
Shri H O Agrawal	
Prof B P Sinha	
Shri Nuli Namassivaya	
Shri P S Sundaram	
Prof (Dr) J W Bakal	
Shri V Appakukty	
Shri TVS Ramamurthy	Co-opted
Dr V Gunasekhar Reddy	Co-opted
Shri R K Singh	Spl Invitee

Secretariat:

Shri Gurmukh Singh	Dy Managing Editor
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The following regretted their inability to attend:

Shri K S Prakash Rao	Chairman
Dr S K Aggarwal	
Prof (Dr) M G Sharma	
Prof M Jagadesh Kumar	EIC (TR)
Prof S K Koul	EIC (JR)
Prof Ranjan Bose	EIC (JE)
Shri T V Partha Saradhi	Co-opted
Shri R V Datar	Spl Invitee

**ITEM-1 CONFIRMATION OF THE MINUTES OF THE 3RD(2010-2011)
MEETING OF THE PUBLICATIONS COMMITTEE HELD ON 15TH APR
2011, AT HOTEL FORTUNE PARK J P CELESTIAL, BENGALURU.**

1.1 As no comments were received, the minutes were confirmed.

ITEM-2 PUBLISHING SCHEDULE OF IETE PUBLICATIONS

2.1 Current publishing schedule of the three IETE Journals and IETE Newsletter was placed before the Committee. The committee discussed the schedule of various IETE Publications and instructed HQ to put efforts to bring the IETE Journal of Research also at par with IETE Technical Review. The Committee further suggested that if any author does not respond

within three months, his article could be considered to be withdrawn and continue with next article in the list.

2.2 This was for the information of the Governing Council.

ITEM-3 ADVERTISEMENTS FOR IETE JOURNALS AND NEWSLETTER

3.1 The Committee noted the efforts of the ARP Section in respect of writing e-mails/letters to Principals of various Engineering Colleges for release of advertisements in IETE Journals on discounted rates.

3.2 The Committee recommended that this discount facility should also be extended to Organizational Members of IETE. After further deliberations on this issue, it was also recommended that a 200 words write-up on the profile of new Organizational Members should be printed in IETE Newsletter.

3.3 This was for the approval of the Governing Council.

ITEM-4 ONLINE MANAGEMENT SYSTEM

4.1 The guiding document on publishing of JR & TR and providing OMMS & website development for all the three Journals received from M/s Taylor & Francis Books India Pvt Ltd, New Delhi was discussed by the Committee. The Committee members suggested the IETE Secretariat to obtain budgetary proposal and study it vis-a-vis the already existing MoU with M/s Medknow and apprise the Committee about the outcome in the next meeting.

4.2 This was for the information of the Governing Council.

ITEM-5 MoU WITH M/S MEDKNOW PUBLICATIONS & MEDIA PVT LTD

5.1 The final draft of MoU sent by M/s Medknow Publications and Media Pvt Ltd with two modifications: One regarding training of the staff and the other regarding 10% increase in the rates after one year due to change in the cost of the paper, printing & salaries was placed before the members of the Committee. The Committee discussed the modified MoU in details and recommended the approval of Rs.1,03,750/- for printing of JR & TR including website development & providing OMMS for all the three Journals with a maximum increase in the rates by 10% after one year from the date of finalization of the MoU. The final MoU would be signed locally on two original documents, one for IETE and another for the company, M/s Medknow Publications and Media Pvt Ltd., Mumbai.

5.2 This was for the approval of the Governing Council.

ITEM-6 MEETING OF EICs OF IETE JOURNALS WITH PRESIDENT, IETE

6.1 A meeting of the EICs of IETE Journals along with Chairman Publications, Shri K S Prakash Rao and Special Invitee, Prof S C Dutta Roy was

held on 18 Jun 2011 with the President, IETE to find solutions for constraints in publication of IETE Journals and also to discuss areas of improvements. Copies of the minutes of EICs meeting were circulated amongst the Publications Committee members. Committee felt that the progress on action points of the Minutes be discussed in the next meeting.

6.2 This was for the information of the Governing Council.

ITEM-7 INVITATION OF QUOTATIONS FOR PRINTING OF IETE NEWSLETTER

7.1 On the expiry of the existing contract with M/s Grover Printing Press for printing of IETE Newsletter on 30 Apr 2011, quotations for printing of the IETE Newsletter were invited, processed and a new printing order has been released. The Committee noted that the new contract for printing of IETE Newsletter would be effective from May-Jun 2011 issue. The Committee also suggested that the IETE Secretariat should send a copy of the IETE Newsletter to CSIR, DST, State Govt IT, Educations and Industry Departments and Chairman, ISRO also.

7.2 This was for the approval of the Governing Council.

ITEM-8 ADDITIONAL POINT

8.1 Reduction of Expenditure on Postage - Mailing of IETE Newsletter

8.1.1 The Committee discussed regarding the expenditure involved in mailing of IETE Newsletter and recommended that to save the expenditure on postage for dispatching the Newsletter, the number of printed pages of the Newsletter may be reduced to 8 from existing 16 pages and bring out the issue on monthly or fortnightly basis. The Committee further suggested IETE HQ to examine the issue with respect to cost and modalities.

8.1.2 This was for the approval of the Governing Council.

VOTE OF THANKS

9. The meeting ended with a vote of thanks to the Chair.

Ref: IETE/J-266/4th (2010-11)/PUBS

Date: July 2011

(S R Aggarwal)
SECRETARY GENERAL

Distribution:

Chairman and Members of the Publications Committee
President, IETE and Members of the Council

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