

Minutes of Meeting

PEC Pakistan Development Committee (PPDC) – Regional Outreach

AGENDA: Engineering Capstone Expo (ECE-2022) – Sindh

VENUE: Pakistan Engineering Council Regional Office, Karachi.

DATE: 19th May'2022 – Thursday

TIME: 1100 Hours

Present:

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| 1. Engr. Mir Masood Rashid | Convener (PPDC) |
| 2. Engr. Prof. Dr. Khadija Qureshi | Chief Organizer - (ECE-Sindh) |
| 3. Engr. Dr. Rashid Mustafa Korai | Special Invitee |
| 4. Engr. Prof. Dr. Mansoor Ahmed Baloch | Special Invitee - (Via Zoom) |
| 5. Engr. Dr. Muhammad Shuaib Shaikh | Special Invitee |
| 6. Engr. Dr. Muhammad Yasir Khan | Special Invitee |
| 7. Engr. Dr. Masroor Ahmed Abro | Special Invitee |
| 8. Engr. Dr. Kashif Hussain Mangi | Special Invitee |
| 9. Engr. Zulfiqar Ali Solangi | Special Invitee |
| 10. Engr. Ghulam Azam | Special Invitee - (Via Zoom) |
| 11. Engr. Naveed Ali Koondhar | Special Invitee |
| 12. Engr. Prof. Dr. M. Amir Qureshi | Special Invitee - (Via Zoom) |
| 13. Prof. Dr. Ahmad Hussain | Special Invitee |
| 14. Engr. Prof. Dr. Ahmed Ali Shah | Special Invitee - (Via Zoom) |
| 15. Engr. Afaq Ali Siddiqui | Member PPDC |

Representatives from PEC RoK:

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| 1. Engr. Ali Zafar | Deputy Registrar
(Organizing Secretary ECE-2022) |
| 2. Engr. Farhat Qudsee | Assistant Registrar, PEC |
| 3. Mr. Muhammad Umair | Junior Executive, PEC |

Regrets:

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| 1. Engr. Dr. Rashid Hussain Abro | Special Invitee |
| 2. Engr. Dr. Imran Nazir Unar | Special Invitee |
| 3. Engr. Prof. Dr. Faheem Akbar | Special Invitee |

Proceedings of the Meeting:

A meeting was organized by Engr. Mir Masood Ahmed Rashid, Convener PEC Pakistan Development Committee and Engr. Prof. Dr. Khadija Qureshi, Chief Organizer of Engineering Capstone Expo (ECE-2022) Organizing Committee Sindh at PEC Regional Office, Karachi to discuss and way-out of the smooth and fruitful conduction of the events towards Engineering Capstone Expo (2022).

Meeting started with the recitation from the Holy Quran by Engr. Afaq Ali Siddiqui. After that the meeting proceeded as per the following agenda.

Engr. Mir Masood Ahmed Rashid, Convener of PPDC called the meeting to order and announced the quorum of the committee meeting. Thereafter, the Convener requested all the members to give their brief introduction before proceeding to the main discussion and agenda. All of the members formally introduced themselves and shared their ideas / way forward.

Engr. Mir Masood Ahmed Rashid expressed his gratitude and highlighted that this Committee has been formed at provincial level by taking learned members from academia and industry to bring the collective wisdom. He offered his full support to the Provincial Committee.

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Engr. Mir Masood Rashid informed the participant about the theme of the event and highlighted the efforts of the PEC towards recognitions of Final Year Design Projects (FYDPs). He further stated that such types of events not only motivate the students and faculty but also contribute towards community. He also stressed for making the efforts so as to get the recognition and regard/respect to engineers and engineering profession in the society. He also emphasized on the significance of Final Year Design Projects at graduate level and accentuated that universities should bound their students for FYDPs and make the design project as the integral part of the curriculum. He also shared the future steps of PEC to include the FYDPs as the parameter in the accreditation of the universities and PEC planned to archive every presented project in its E-Library which would be available to view for everyone.

He also elaborated that via this committee exhibitions for FYDPs would be arranged every year in collaboration with the universities and besides this exhibition conference sessions would also be planned to organize for presentation of papers and thesis.

He stressed to focus on such projects which would address the real time and current industrial and societal/ social issues and problems. He requested all the members and University representatives to share their student's project with the PEC. PEC would scrutinize the projects and the selected projects which would fall under the prescribed criteria would be financed by PEC.

Engr. Prof. Dr. Khadija Qureshi, Chief Organizer of Engineering Capstone Expo (ECE-2022) Organizing Committee Sindh gave a formal presentation regarding the TORs (Terms of References) of the main committee for expo capstone and TNAs (Time and action Plan) for smooth coordination and organization of events (i.e, Capstone Expo). She requested to all the members to give the proposed timeline and venue for the Expo Capstone. She also presented the Constitution of Committees for the organization of ECE-2022. She proposed that following Committees need to be constituted;

1. Steering Committee
2. Technical Committee
3. Program Committee
4. Printing / Publication Committee
5. Local Facilitation Committee
6. Sponsorship & Publicity Committee
7. Finance Committee
8. Entertainment / Food Committee
9. Reception/Registration Committee

Engr. Mir Masood Rashid, informed the members that Expo Capstone would be arranged every year and only selected and relevant projects would be allowed to be presented at Expo Capstone. He also proposed that initial scrutiny / screening of the projects should be done by the Universities / Varsitys themselves.

Engr. Prof. Dr. Ahmed Ali Shah, proposed that instead of giving the screening process to Universities, there should be a central committee comprising of technically sound experts and industry representatives so as to have the projects on merit basis. He discouraged the idea of University quota or nomination based selection of projects in order to have the qualified projects.

Engr. Mir Masood Rashid, advised that this is a process of step by step and continuous learning therefore it is recommended to start this process as proposed earlier and then make it merit based or toughen the criteria afterwards at later steps. The main idea is to provide the platform under the umbrella of PEC at initial level to encourage the idea of promoting Design Projects. The idea is about the provision of opportunities to students.

Engr. Prof. Dr. Amir Qureshi advised to first define the objectives and identify whether it is industrial / commercial or competition based. He also added to inline / synchronize them with the industrial and commercial needs.

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All the members unanimously agreed to arrange the event for two days. The venue of the event is unanimously decided to be at Expo Center, Karachi but also explore and suggest three others suitable venues too by 26th May, 2022, if dates would not be available for the month of September at Expo Karachi. Engr. Ali Zafar (Organizing Secretary) is given the task to coordinate with the Expo Center, Karachi representatives for the available dates for the month of September 2022.

Engr. Prof. Dr. Ahmed Ali Shah, requested to provide the clear guideline regarding the participants whether only the aspirants belonged to the PEC accredited programs could participate or others could participate too.

Engr. Prof. Dr. Khadija Qureshi, elucidated that aspirants belonged to the PEC accredited programs of the Universities could participate only.

Engr. Ali Zafar (Organizing Secretary to Committee) was given the task to formulate the list of all the accredited programs of all the Universities of Sindh Province.

Committee unanimously agreed that Engr. Prof. Dr. Khadija Qureshi, Chief Organizer of Engineering Capstone Expo (ECE-2022) Organizing Committee Sindh would decide and notify the members of the aforementioned committees.

Brief Responsibilities and Composition of the proposed committees is decided to be as under;

Sr#	Committees	Convener	Members	Function of the Committee
1.	Steering Committee	TBD	TBD	Responsible for overall event management
2.	Technical Committee	TBD	TBD	Responsible for project selection
3.	Program Committee	TBD	TBD	Event Management / Organization Reaching out the Industry Invitations and announcements of activities and schedules
4.	Printing / Publication Committee	TBD	TBD	Responsible for the coordination of production of event content
5.	Local Facilitation Committee	TBD	TBD	Looks after production of the venue, stages, halls / rooms, poster easel, IT support
6.	Sponsorship and Publicity Committee	TBD	TBD	Promotes the event through direct liaison with relevant stake, placements of promotional material in various publication calendars, advertisements, news media and social media
7.	Finance Committee	TBD	TBD	Responsible for the financial validity of the event
8.	Entertainment / Food Committee	TBD	TBD	Responsible for overall event setup & meal arrangement
9.	Reception/Registration Committee	TBD	TBD	Responsible for participants management

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Engr. Afaq Ali Siddqui and Engr. Dr. Rashid Mustafa Korai has assigned the task to share the three possible venue availability and date for the Capstone Expo-Sindh by 26th May, 2022.

Every member appreciated the efforts of PEC for the betterment of engineering community and societal problems and ensured their full support.

The meeting ended with the vote of thanks to and from the Convener, PPDC and members of the Committee.



Engr. Ali Zafar
Deputy Registrar
(Organizing Secretary-Sindh)
PEC R/O, Karachi



Engr. Prof. Dr. Khadija Qureshi
Chief Organizer Capstone Expo-2022