

## Final Recommendations of the Golden jubilee Time Capsule Committee

21<sup>st</sup> January 2010

**Members:** Prof. S P Mehrotra, Prof. Ashwini Kumar, Prof. Ashok Mittal, Prof. Rajat Moona, Dr A K Agarwal, Prof. Manindra Agarwal and Mr Phool Chand Gond

1. It was decided that the information to be kept in the time capsule will be in the form of **pen drives, microfiche as well as CD-R**. Microfiches can be used for storing still images and documents. It was suggested that all the information in electronic form has to be stored in duplicate storage mediums. The information about the format and drivers has to go as the content of the time capsule as well.
2. It was suggested that the location of the time capsule be **close to auditorium** and it should be closer to the walls where there will be no possibility of construction in future. The depth of the time capsule can be two meters deeper than the foundation but above the water table. The civil construction for lowering the time capsule has to be undertaken by IWD. The monumental stone has to be prepared well in advance. (Action Item: SE, IWD)
3. Some of the possible contents of the time capsule can be
  - a. Oral interview record of the interviews conducted by Mr. Sunil Shanbag (CD-R as well as pen drive format) (Available with Prof. Ashok Mittal)
  - b. Copies of the IITK movies of 1984 (“Beyond the space”: if it can be traced) and 2009. (Mass email to all + Faculty + Alumni for the possibility of tracing the video cassette) (Action item: Dr. Satyaki Roy)
  - c. Photographs in digital form (Major events and major landmarks have to be focused). Selected photographs can also be in paper form (Coloured Laser Printout on Acid-Free Paper) for the major landmarks such as Nehru-Kennedy, Prof. Kelkar (Founder director), photographs depicting, how the institute has evolved. (Action Item: Prof. Ashwani Kumar)
  - d. Annual reports in digital form (Golden Jubilee annual report: Both DRPG and DORD Reports) (First, twenty fifth and fiftieth annual reports in digital format to also go) (Action Item: DORD and DRPG)
  - e. Copy of Statutes, Ordinances and Acts of IIT Kanpur in microfiche as well as digital format (Action Item: Registrar).

- f. Student compilations for the history book in digital form (Action Item: Prof. S P Mehrotra)
  - g. Typical weekly menu of a student hostel mess in digital form (Action Item: Student Gymkhana President)
  - h. Some information regarding non-academic activities of the student life in digital form. (Action Item: Student Gymkhana President)
  - i. Institute Blazer crest (Action Item: Prof. Arbind Lal)
  - j. Institute seal (Physical form), golden jubilee logo, silver jubilee logo, engraved on silver/ copper (Action Item: Registrar)
  - k. Note on significance of Black crow and stone monument near library (in digital format) (Action Item: Prof. A K Mittal)
  - l. Minutes of first/ hundredth senate meeting/ board meeting in digital form (Action Item: Registrar)
  - m. List of R&D Projects undertaken by the institute thus far in digital form (Action Item: DORD)
  - n. R&D chapter from the institute history book in digital form (Action Item: Prof. S P Mehrotra)
  - o. Academic program chapter (Both UG and PG) from the institute history book in digital form (Action Item: Prof. S P Mehrotra)
4. Copy of courses of study booklet in microfiche (Action Item DOAA)
  5. Copy of BTech/ MTech/ PhD, and all other degree certificates (Action Item: DOAA, to be reprinted on acid-free paper)
  6. Replica of president gold medal (Action Item: DOSA)
  7. Aerial map of the institute in digital form (Action Item: Prof. Onkar Dixit)
  8. Information on Birds of the campus in digital form. (Action Item: Prof. TV Prabhakar)
  9. The replica of scroll signed by Mr. Narayana Murthy during the golden jubilee inauguration to be printed on a silk cloth.
  10. It is recommended that the contents of the time capsule should be completely non-personal. Also it was desired that all sections of the community (such as students, faculty, and staff) should be represented.

The following media format and devices are to be used and kept in the time capsule.

- i. CD-R (Movies, Pictures, Documents, Reports and Sound Files: Movies to be stored in the master format used by professional film makers. It is expected that this format will survive the longest). All the CDs have to be in duplicate. All pictures to be stored in uncompressed bitmap format.
- ii. CD Player with Digital Video Output to be kept alongside with all the information about the input power supply. Prof. Rajat Moona will investigate the feasibility of such a CD player with diameter less than 6 inches.
- iii. The feasibility of keeping a netbook (with all the data) to be explored by Prof. Rajat Moona.
- iv. The digitization and conversion to microfiche format be carried out by the Library staff.
- v. The filling of the time capsule has to be done using helium as an inert gas.

Prof. S P Mehrotra

Prof. Ashwani Kumar

Prof. A K Mittal

Prof. Rajat Moona

Prof. Manindra Agrawal

Dr A K Agarwal

Mr Phool Chand Gond