

## **IPA Archives and Alumni Affairs Sub Committee**

**1. Chair-** Enver Hasanoglu

**Members** -1) Errol Alden 2) Enver Hasanoglu 3) Robert Armstrong 4) Leyla Namarova 5) Naveen Thacker

### **2. Terms of References**

- A. Be sure that the history of IPA continues to be preserved
- B. Establish an archive and determine what material should be maintained in the archive.
- C. Identify individuals who has been active in IPA (Designated Alumni)
- D. Contact the IPA Alumni members on regular basis and establish mechanism(s) to maintain ongoing contact.

### **3. Goals and Principles**

- A. All activities to be conducted in an ethical and respectful manner
- B. Capitalizing on the history of IPA and its importance to the vision of IPA
- C. Consolidate the loyalty and sense of pride of young representatives to IPA
- D. Pay tribute to IPA pioneers and great paediatricians in IPA past

### **4. Activities and Timeline**

1. **Establish Archive-** All the data of IPA will be collected in one archive folder which will be created in google drive /cloud account. The IPA archive folder will be accessible to EC. The IPA archive folder will be maintained in one hard drive also.
2. **Content of Archive** – The following material will be stored in the archive folder in chronological order.

<b>CD Resolution</b>	<b>EC minutes</b>	<b>SC minutes</b>	<b>Statements</b>	<b>Presentations</b>	<b>All published materials</b>
All resolutions	Financial documents	Administrative documents	Photographs	Scanned books /Video's	Books, papers, booklets etc of about 105-years history of IPA including personal data of 8 "phathers-founders" of IPA,

Recruitment of Archivist/responsible person: The person will support IPA India team for the activities.

#### **1. Updating records and documents of IPA past and history**

##### **What needs to the be updated**

- Meetings and resolutions Number
- EC, SC List
- Activities report

- Triannual/Biannual report
  - Reports of subcommittees
  - Reports of TAGs/SAGs
  - Background papers of the CD, EC.SC meetings.
2. **Define Alumni** - The past members of EC, SC, TAGs/SAGs, Speakers to IPA Congress, WHO, UNICEF, IPAF and those who have worked closely with IPA are eligible under alumni network.
  3. **Maintenance and updation of alumni list** on the basis of region till 30 November 2017– Ms. Deity will be responsible for the task.
  4. **Communication platform**-Contact IPA Alumni members on the regular basis and establish a mechanism for regular interaction of the members. The communications tools which will be used are Email list serve, WhatsApp group, Facebook and twitter. Also we can have a short section on IPA website and IPA Newsletter where any alumni can share their experience.
  5. **Identification of Regional Alumni representative** – We need to identify regional representative in respective regions. This resource person can add more alumni members in the network.
  6. **Recognition**- We can honour/pay tribute to the identified, IPA pioneers and great pediatricians in past for their extraordinary efforts in their respective fields.
  7. **Maintain the History:** Already got 3 books regarding IPA history up to 2010. Maintain the IPA history after the year 2010.

To prepare a new book on IPA history and present it on a special Symposium "History of the world Paediatrics" during Panama congress

To compose the form and to collect on this base the information from regional and national societies about their history

## 5. Budget

- A. Budget for support person/archivist
- B. Budget for publishing the updated history& for maintaining the archive.

## 6. Deliverables and Outcomes

- A. IPA Archives is created and maintained
- B. IPA Alumni list is created and maintained
- C. A systematic communication mechanism is maintained IPA Alumni
- D. History of IPA is preserved.