

Executive Committee and Board of Directors

Executive Committee

President:

Thakur P. Dhakal, P.E.

Vice President:

Sanjaya Gajurel, Ph.D.

General Secretary:

Surya Thapa, P.E.

Joint Secretary:

Madan Baral, P.E., PMP

Information Secretary:

Srijana Khatiwada Sharma, MS IT

Treasurer:

Mangal Maharjan

Immediate Past President:

Uendra Karna, D.Eng, P.E.

Members-at-Large:

Om Dahal, Ph.D., P.E. (IN)

Manoj Karkee, Ph.D. (WA)

Narayan Pokhrel, P.Eng. (Canada)

Nipesh Pradhananga, Ph.D., P.E. (FL)

Roshan Prasain, P.E. (CO)

Board of Directors (BOD):

Thakur P. Dhakal, P.E. (VA) -Chair

Ananta Baidya, P.E. (CA)

Madan Baral, P.E., PMP (IL)

Rabin Bhattarai, Ph.D. (IL)

Om Dahal, Ph.D. P.E. (IN)

Purna Dahal, P.E. (VA)

Sanjaya Gajurel, Ph.D. (OH)

Jagannath Ghimire, P.E. (TX)

Bijay Giri, Ph.D. (MI)

Sukh Gurung, Ph.D., P.E. (NY)

Kaushal Jha, Ph.D. (TX)

Raju Joshee PMP (MD)

Manoj Karkee, Ph.D. (WA)

Govinda Karki, Ph.D., P.E. (NM)

Uendra Karna, D.Eng, P.E. (NJ)

Pradeep Khanal (CA)

Prakash Khanal, P.E. (MD)

Mangal D. Maharjan (MD)

Prakash B. Malla, Ph.D., F. TAPI (GA)

Dilli Neupane, P.E. (VA)

Jiman L. Ninglekhu, Ph.D. (PA)

Chhabi Pandey (OH)

Narayan Pokhrel, P.Eng. (Canada)

Nipesh Pradhananga, Ph.D., P.E. (FL)

Roshan Prasain, P.E. (CO)

Srijana Khatiwada Sharma, MS IT (GA)

Rajendra K. Shrestha, Ph.D., (TX)

Deshraj Sonyok, Ph. D. (VA)

Surya Thapa, P.E. (OH)

American Society of Nepalese Engineers (ASNEngr) - a non-profit organization with IRS 501(c)(3) tax-exempt status - aims at providing a platform for Nepalese, and their friends, in engineering and closely related scientific and technical areas to come together, exchange ideas, and support each other for their and the larger society's common good. The Society also strives at promoting engineering and technological advancement in Nepal.

BOD's Zoom Meeting

Date: March 21, 2021

Time: 9:00 PM- 11:00 PM (EST-USA)

Location: Join Zoom Meeting

Meeting ID: 837 1252 5005 & Passcode: 116533

One tap mobile: +13126266799,,83712525005#,,,,*116533#

Via Phone: +1 312 626 6799

Attendance: Check "P" for Presence "A" for Absent, and "AN" for Absent by Notice

Board of Directors		Committee Chair (C) and Vice Chair (VC)*			
Thakur Dhakal (VA) -Chair	P	Award & Grant	C	Shyam Sharma (CA)	AN
Ananta Baidya (CA)	P			--	
Madan Baral (IL)	P	Bylaws	C	Ramesh B. Malla (CT)	P
Rabin Bhattarai (IL)	P			--	
Om Dahal (IN)	P	Fund Raising Finance	C	Santosh Dhakal, P.E. (MD)	P
Purna Dahal (VA)	P			--	
Sanjaya Gajurel (OH)	AN	Liaison	C	Kul Acharya (MD)	A
Jagannath Ghimire (TX)	P			--	
Bijay Giri (MI)	P	Magazine	C	Jiwan Ninglekhu (PA)	
Sukh Gurung (NY)	P			--	
Kaushal Jha (TX)	P	Membership Review	C	Deependra Pokharel (VA)	A
Raju Joshee (MD)	P			--	
Manoj Karkee (WA)	NA	Nepal Liaison	C	Ananta Baidya (CA)	
Govinda Karki (NM)	P			--	
Uendra Karna (NJ)	P	Newsletter	C	Purna Dahal (VA)	
Pradeep Khanal (CA)	A			--	
Prakash Khanal (VA)	A	Outreach & Membership	C	Bishnu Phuyal	P
Mangal Maharjan (MD)	P			--	
Prakash Malla (GA)	P	Student	C	Bishal Khadka (VA)	P
Dilli Neupane (VA)	A			--	
Jiwan Ninglekhu (PA)	P	Technical	C	Nipesh Pradhananga (FL)	
Chhabi Pandey (OH)	P			--	
Narayan Pokhrel (Canada)	P	Website & Database	C	Ajaya Dhakal (TX)	P
Nipesh Pradhananga (FL)	A			--	
Roshan Prasain (CO)	P	Chapters Chair (C) and Vice Chair (VC)*			
Srijana Khatiwada Sharma (GA)	P	Chicago	C	Madan Baral	
Rajendra K. Shrestha (TX)	P		VC	Prasanna Subedi	A
Deshraj Sonyok (VA)	A	Houston	C	Subash Poudel	AN
Surya Thapa (OH)	P		VC	Pradeep Gautam	A
Total: 22/29		Washington DC	C	Sandeep Pykurel	A
			VC	Sagar Khadka	P
Guest	Ananda Paudel, Vice Chair of ASNEngr's Technical Committee		Shyam Sharma, Chair of ASNEngr's Award & Grand Committee		
Note: * These Attendees are invited guests for this meeting and they do not have voting rights for the agenda approval process. However, as an attendee, he/she can put their opinion during discussion.					

Meeting Draft Agenda

- 1. Meeting call to order by Thakur Dhakal 9:05**
- 2. Meeting attendees introduction/roll call by Surya Thapa**
- 3. Committee Update by Committee Chair**

Awards, Grants, and Scholarships Committee - Shyam Sharma (OR)

J. Ghimire updated that the committee has 6 members so far. The committee had a kickoff meeting via zoom conferencing last week. Merit Award application form is revised and ready to be sent. Merit Award and GSRF announcement will be made by the first week of April

Bylaws Amendment and Membership Standard Committee-Ramesh B. Malla (CT)

R. Malla updated that members are yet to join the Bylaws amendment committee, and invited BODs to join the committee. The committee will start the amendment process soon.

Fundraising and Financial Oversight Committee - Santosh Dhakal (MD): S. Dhakal updated that D Neupane joined the committee. This committee is coordinating with Awards, Grants, and Scholarships and a technical committee to establish/setup the "ASNEngr Research and Development Collaboration fund".

Liaison Committee - Kul Mani Acharya (MD): None

Magazine Committee-Jiwan Ninglekhu (PA): J. Ninglekhu updated that the committee has five members so far. It is working to publish Intersection Magazine and Dr. Rajendra Shrestha is going to contribute \$500 of ConocoPhillips Volunteer Grant for Intersection Magazine Publication.

Membership Review Committee-Deependra Pokharel (VA): None

Nepal Liaison Committee -Ananta Baidya (CA): A Baidya updated that the committee has received interest from 6 members so far.

Newsletter Committee-Purna Dahal (VA): P. Dahal announced that the NewsLetter Volume 12 is scheduled to be published by the end of June 2021. He asked members to join the committee.

Outreach and Membership Recruitment Committee-Bishnu Phuyal (IL): B. Phuyal update that the committee is working on following three items:

1. Evaluating the current fee structure and will provide recommendation to the Executive Committee within a month.
2. Preparing Standard Operating Procedures (SOP) for membership recruitment, review, processing, and approval, and provide recommendations
3. Reviewing the existing ASNEngr's bylaws and address any issue related with membership.

Student Committee-Bishal Khadka (VA): B. Khadka updated that the 3 more new members joined the committee. The committee had a kickoff meeting via zoom conferencing on March 20, 2021. The meeting decided to launch a student data collection project in a week.

Technical Committee-Nipesh Pradhananga (FL)/A. Paudel (CO): A Paudel updated that the committee has more than 20 members and has been meeting frequently. Three initiatives are on hand

1. ASNEngr Web Series: this program focuses on engaging students, professionals from USA, professionals and experts from Nepal, USA and around the globe. The program will be conducted online via webinar or conferencing platforms on a regular basis. All the board members are requested to participate in the program.
2. ANEng Engineering Student Advising Program: Guideline is ready and approved by EXCOM, we will discuss details on agenda #8 later.
3. ASNEngr Research and Development Collaboration: Guideline is ready and approved by EXCOM, we will discuss details on agenda #9 later.

Website and Database Committee-Ajaya Dhakal (TX): None

4. Chapter Update by Chapter Chair

Greater Chicago-Madan Baral (IL): M. Baral updated that they had a meeting on March 21, 2021 7PM. Membership renewal and new members joining from the Chicago area is encouraging.

Greater Washington DC- Sagar Khadka (VA): S. Khadka updated that the chapter is working on following initiatives

1. PDH hours (web) series restart soon (may be in Month)
2. DC Chapter is coordinating with M Maharjan and T Dhakal to a initiate a technical talk program (Podcast with Professional)
3. Shubha Adhikari is working to form the "Women Engineers forum".

Greater Houston - Subash Paudel (TX): None

5. Approval for January 17, 2021 BOD Meeting Minutes (**Attachment A**)

R. Shrestha moved the motion for approval of the January 17, 2021 BOD minutes and U. Karna seconded the motion. The motion passed unanimously with minor correction on last sentence of item # 7 to read as follows (Attachment A):

The motion was discussed and tabled.

6. 14th Annual Conference in onsite or web

Tentative schedule August/September. Nomination request sent by Thakur Dhakal on March 21, 2021. Deadline to file for nomination is March 31, 2021.

7. Advisory Council Formation

- Ambika P. Adhikari, Dr. Des., AICP, LEED AP, PMP, (Currently Fellow Life Member of the Society, Past: Former Chair of Nepal Liaison Committee, Board of Directors), Principal Planner at City of Tempe, AZ, USA,
- Bimal Devkota, P.E.(Currently Senior Life Member, Past: Board of Directors)
Chief, Transportation Engineering and Construction Division, City of Baltimore
- Bimal Karki, MSCE, P.E, (Currently, Fellow Life Member, Past: Founding Vice President of the Society)
- Kanhaiya Kayastha, P.E., S.E., F.ASCE, F.ASNEngr, (Currently Fellow Life member, Past: Board of Directors, Vice Chair-Technical Committee)
- Binod Tiwari, Ph.D., P.E., (Currently Fellow Life member, Past: General Secretary, Board of Directors), Associate Vice President for Research and Sponsored Project and Chief Research Officer (CRO) at California State University, Fullerton (CSUF), Professor of Civil and Environmental Engineering

U. Karna moved the motion for above listed Advisory Council members to approve as presented by T. Dhakal. N. Pokhrel seconded the motion. The motion was approved unanimously.

8. ANEngr Engineering Student Advising Program Guidelines (Attachment B)

N. Pokhrel moved the motion for approval of the guideline as presented and O. Dahal seconded the motion. The motion was approved unanimously.

9. ASNEngr Research and Development Collaboration Guidelines (Attachment C)

The motion was moved by A. Baidya and seconded by M. Maharjan to approve the ASNEngr Research and Development Collaboration Guidelines with minor revision on the last paragraph of the first page to read as follows:

Applicants can request either one or both, technical and financial support. Technical support will be provided by our members with appropriate expertise in the related field voluntarily. The grant award would be provided to applicants who are currently working on or would like to start research projects that align with the ASNEngr Research Agenda or any relevant topics. The level of funding is subject to the availability of funds allocated by the Society. Preference will be given to collaborative research that involves any combination of faculty, engineer, and student. Appropriate expenses in the order of importance are research or development equipment, software licenses, conference registration, field travel, membership, database & journal subscriptions, consumables, and stipends, etc.

The motion was approved unanimously.

10. Financial and 2020 tax File Update by Treasurer (M. Maharjan)

ASNEngr Account Summary			
Accounts	1/1/2020	1/1/2021	Current
BOA	\$16,137.00	\$29,536.55	\$28,811.55
Paypal	\$9,126.56	\$2,666.67	\$7,342.87
Total:	\$25,263.56	\$32,203.22	\$35,588.52
Net (±)	\$2,377.13	\$6,939.66	

11. Membership update by Joint Secretary (Mr. Madan Baral)

Membership Summary					
Type of Members	Total	2020		2021	
		New	Upgrade	New	Upgrade
Fellow Life	19				
Senior Life	13		1		
Member Life	8		5		
Fellows	11				
Senior	46		2		
Members	246	22	6		
Student Members	170	32			
Total Members	513	54	14	21	21

12. News/Social Media update by Information Secretary (Ms. Srijana Khatiwada Sharma)

Media-Update		
	Total	Link
Facebook Connections	3,836	https://www.facebook.com/groups/asnengr/
Facebook Group	3,600	https://www.facebook.com/groups/asnengr/
LinkedIn Connections	3,700	https://www.linkedin.com/in/asnengr/
Twitter Followers	40	https://twitter.com/asnengr

13. Old Business**14. New Business**

- T Dhakal updated about Technical Committee initiatives that the Technical committee is working on ASNEngr Web Series and the first one is planning to launch from April.

15. Meeting Adjournment at 10:54 PM (Next Meeting: Tentatively May 23, 2021)

Meeting Minute Scripted by
Surya Thapa, PE, General Secretary
American Society of Nepalese Engineers (ASNEngr)
P.O. Box 1606, Centreville, VA 20122

American Society of Nepalese Engineers (ASNEng)

Engineering Student Advising Program Guidelines

1. Overview

The ASNEng Engineering Student Advising Program is developed to foster engineering education, research, and life-long learning among engineering students. The program intends to promote technological advancement in Nepal by exposing students to engineering problem solving methods that include defining problem, use of standard and best practices, alternative analysis, evaluation criteria and knowledge sharing. Students in engineering schools in Nepal, the U.S.A., Canada, and other countries can participate in this program and receive guidance on their academic projects (e.g., senior design, research thesis and dissertation) from the members of ASNEng.

2. Objectives

The main objective of this program is to help enhance the educational experience of engineering students by providing them professional and research advising at undergraduate and graduate levels in all engineering fields. Specifically, the program aims at the following:

- support students throughout the project phases - identification, planning, execution, and dissemination of the outcome.
- facilitate skill and technology transfer by data sharing, providing access to knowledge base, and expertise to the extent possible.
- guide students in technical subject matters, professional standards, best practices, and ethical conducts.

3. Participants and Interactions

The envisioned participants and their interactions are outlined below.

(i) Advisees, the students who are working on academic projects as a part of their university degrees. (ii) Faculty advisor, the instructor at the respective university who is guiding the advisees in their project. (iii) ASNEng advisor, a professional within or outside the ASNEng's membership (from academia, industry, or other organization) who voluntarily commits for advising. (iv) Program coordinator, a contact person appointed by the participating institutions and ASNEng to administer the program as needed.

All participants must be in agreement to this guideline and any conflict of interests must be declared before entering the agreement. The project work will be performed at the advisees' respective educational facilities. The extent of advising will be strictly limited to academic/educational and practicing/professional aspects of the engineering projects at hand. All parties involved should keep their commitments and operate in a professional manner. Every effort should be made to protect proprietary or confidential information of the respective affiliated organizations. The ASNEng advisors will be personally responsible for any opinion they express during the interaction throughout the program. Any concerns should be immediately

ASNEng Research and Development Collaboration Guidelines

Overview

American Society of Nepalese Engineers (ASNEng) Education and Research Sub-committee (ER Subcommittee) seeks to promote research activity in the areas of Science, Engineering, and Technology in Nepal. We are pleased to announce a research and development collaboration initiative that covers broader technical issues and is responsive to the practical need driving change in the developmental approach and entrepreneurship in Nepal. As a part of this program, ASNEng members can collaborate with faculty, engineers, and students in various capacities within their expertise. Collaboration enhances knowledge sharing and fosters professional growth of all parties involved. The members can contribute to ASNEng's initiatives or participate in the programs organized by other organizations. ASNEng can provide or accept research and development grants of any kind, and sign an agreement with other organizations to perform such collaboration. ASNEng can include a monetary grant that can help alleviate some financial burden incurred during the research activities, which hopefully will expand creating momentum for greater participation and prepare for the larger opportunities in the future.

The main objectives of the program are as follows:

- foster research and development activities
- provide research and development collaboration opportunities, and access to students, faculty, and engineers
- strengthen technical research program and knowledge transfer in Nepal
- assist in developing research topics and methodologies that can lead to a larger research project

The Research and Development Grant

In alignment with the above-listed objectives, ER Subcommittee announces a research and collaboration grant open to anyone conducting engineering research or developmental work pertaining to Nepal either from academia or industry. However, research work needs to be conducted under the supervision of a faculty member or the society's active member following the latest methods, tools, and techniques. We value collaboration with personally accountable individuals contributing to the greater good. Projects can be of any size - large or small, including but not limited to senior capstone projects, thesis, dissertation, pedagogies, or independent studies in any field of engineering and computer science.

Applicants can request either one or both, technical and financial support. Technical support will be provided by our members with appropriate expertise in the related field voluntarily. The grant award would be provided to applicants who are currently working on or would like to start research projects that align with the ASNEng Research Agenda or any relevant topics. The level of funding is subject to the availability of funds allocated by the Society. Preference will be given to collaborative research that involves any combination of faculty, engineer, and student. Appropriate expenses in the order of importance are research or development equipment, software licenses, conference registration, field travel, membership, database & journal subscriptions, consumables, and stipends, etc.

Award recipients are expected to submit a final report and present their findings at the ASNEng Annual Conference and publish in a peer-reviewed engineering journal. ASNEng may assign a sponsor to collaborate in the research work and administer the grant.

Application Process

Call for a grant will be posted on ASNEng's website. The applicants need to prepare their research proposals in a prescribed format. In addition to the research proposal, applicants need to submit a research plan that includes a schedule, budget, and a brief CV of all participants highlighting their relevant qualifications. The applicants shall also list any external grants that they currently have, or plan to submit. A statement of future plans after the completion of this research along with other funding sources that are planned to be pursued (name, due dates, amount, the status of preparation) should also be included.

Proposals will be reviewed by the ASNEng ER Subcommittee composed of membership both from academia and industry. After screening the applications, the ER subcommittee may ask the qualified applicants to present to a panel before making a final selection. Award recipients will be notified of the selection decision by *May 15, 2021*. If selected, the applicants are agreeing to:

- sign an agreement with ASNEng representing their organization regarding the scope of work to be undertaken.
- submit a revised detailed work schedule to the ER subcommittee by *June 1, 2021*
- participate in kick-off and other meetings, and submit periodic progress reports; the first report is due on *September 1, 2021*, and others every three months after that
- submit a final report to the ER Subcommittee by *May 1, 2022* (or as agreed upon during the grant approval) and publish at least one article in a peer-reviewed engineering journal
- authorize ASNEng to post the report on the ASNEng website

All applicants are encouraged to share their proposals at the 2021 ASNEng Annual Conference if possible. Winning proposals will receive complimentary registration to the conference.

Proposal Deadline

Monday, May 1, 2021, 11:59 PM U.S. Eastern Time. If you have any questions, please contact ASNEng Education and Research Subcommittee.

Note: Dates are placeholders. BOD amendment is highlighted in yellow.

Approved by Executive Committee: February 28, 2021

Approved by Board of Directors with amendment: March 21, 2021

American Society of Nepalese Engineers (ASNEng)

reported to the respective program coordinators, who subsequently shall inform ASNEng Education and Research Subcommittee for resolution.

4. Implementation

ASNEng will call for participation to this program through an announcement posted on its website. The advisees or faculty advisors shall submit an application in response to the announcement. ASNEng will create a roster of advisors and assign them based on their expertise, availability and relevance to the project. A diligent effort will be made to best match the needs. A separate terms and conditions agreement may be established to spell out the detail expectations from each other once the participants are finalized.

During the project work, ASNEng advisors and faculty advisors in Nepal can meet one-to-one to discuss the advisees' needs, progress and performance, as necessary, in addition to the group meetings. The faculty advisors shall be in-charge of the scope, monitor execution, ensure completion of the work on time. All participants will submit an appropriate project completion evaluation form individually in a format provided by ASNEng at the completion of the program. The project team are encouraged to present their work at the ASNEng Annual Conference.

ASNEng advisor must be appropriately credited in the final report, thesis or dissertation. ASNEng should be acknowledged using the language prescribed by ASNEng. ASNEng's name and logo cannot be used or interpreted for any commercial and other for-profit purpose.

American Society of Nepalese Engineers (ASNEng)
P.O. Box 1606, Centreville, VA 20122
EIN: 26-1355857
Charity ID: C15093

**Annual Financial Report
2020**

		ASNEng	DC	Total
Income				
Description	Amount		Amount	Amount
General Donation/Income	\$488.70			\$488.70
2019 Conference Sponsorships	\$300.00			\$300.00
2020 Conference Sponsorships	\$6,502.56			\$6,502.56
COVID-19 Relief Fund	\$1,557.88			\$1,557.88
Jajarkot-Computer Lab	\$247.20			\$247.20
Member Due	\$4,760.61			\$4,760.61
Misc Income	\$25.44		\$313.22	\$338.66
Sub Total	\$ 13,882.39		\$ 313.22	\$ 14,195.61
Expenses				
Description	Amount		Amount	Amount
General Donation - Expenses	\$ -		\$ -	\$0.00
2019 Conference Expenses	\$ (100.00)			(\$100.00)
2020 Conference Expense	\$ (449.30)			(\$449.30)
COVID-19 Relief Fund	\$ (2,700.00)			(\$2,700.00)
Jajarkot-Computer Lab	\$ (1,247.20)			(\$1,247.20)
Member- Expenses	\$ (753.06)			(\$753.06)
Misc Expenses	\$ (1,760.95)		\$ (38.04)	(\$1,798.99)
Sub Total	\$ (7,010.51)		\$ (38.04)	\$ (7,048.55)
Total Saving between 1/1/20 to 12/31/20				
	\$ 6,871.88		\$ 275.18	\$ 7,147.06
12/31/2019 Paypal (from actual account)	\$ 16,137.00			\$ 16,137.00
12/31/2019 Bank of America/Well Fargo (from actual account)	\$ 9,126.56		\$ 6,562.01	\$ 15,688.57
12/31/2020 Total Balance (Caculated)	\$ 32,135.44		\$ 6,837.19	\$ 38,972.63
12/31/2020 Paypal (from actual account)	\$ 2,608.89			\$ 2,608.89
12/31/2020 Bank of America/Well Fargo (from actual account)	\$ 29,526.55		\$ 6,837.19	\$ 36,363.74
12/31/2020 Total Balance - Bank Account & Paypal (Actual)	\$ 32,135.44		\$ 6,837.19	\$ 38,972.63
<i>Actual vs Calculated Difference =</i>		(\$0.00)	\$0.00	(\$0.00)
Prepared By: Mangal Maharjan, Treasurer, ASNEng Date Prepared:1/26/2021				