

**NAPA 4th Biennial International Scientific Conference (4th-BISC)
Conference Organizing Committee (COC) and Scientific Subcommittee Meeting**

Date: August 23, 2023

Time: 7:15-8:15 PM CST

Zoom link: <https://us02web.zoom.us/j/82629894498>

Attendees:

Lila B. Karki, Pradeep Wagle, Bhim Chaulagain, Sanjok Poudel, Nityananda Khanal, Ramjee Ghimire, Megha N. Parajulee, Prem Bhandari, Bharat Pokhrel, Dev Paudel, Kripa Dhakal, Basudev Sharma Pokhrel, Uma Karki

Meeting Minutes

The Conference Organizing Committee and the Scientific Subcommittee Meeting was held on August 23, 2023, via a conference call from 7:15 PM to 8:15 PM Central Standard Time. The meeting was conducted virtually using the Zoom meeting link.

Agenda:

The primary agenda was to discuss strategies for enhancing the marketing, communication, and dissemination of the call for abstracts for the NAPA 4th Biennial International Scientific Conference.

Decision:

1. The launch of the conference's call for abstracts will be initiated at the earliest, in close collaboration with the IT team. This will encompass the enhancement of the conference website's visual appeal, as well as the exploration of opportunities for creating engaging flyers and brochures to increase the conference marketing and communication efforts.
2. Comprehensive global marketing and communication initiatives for the conference will be set in motion. This outreach will include various sectors including agriculture, forestry, governmental bodies, non-governmental organizations, professional societies, and the private sector. The following individuals have been endorsed to establish connections with different organizations, as mentioned below:

- Nepal Agriculture Research Council - Krishna Timsina
- Agriculture and Forestry University (Agriculture) and affiliates - Mahesh Jaisi
- Agriculture and Forestry University (Forestry) and affiliates - Bharat Pokhrel
- Institute of Agriculture and Animal Sciences (TU) - Pradeep Wagle
- Purvanchal University, GP Koirala College of Agriculture and Research Center - Lila B. Karki
- Far-Eastern University - Pradeep Wagle
- Lumbini Technological University -
- Campus of Live Sciences, Dang – Pradeep Wagle
- Kathmandu University- Bhim Chaulagain
- Ministry of Agriculture and Livestock Development - Pradeep Wagle
- Himalayan College of Agricultural Science and Technology (HICAST) - Ramjee Ghimire
- Nepal Academy of Science and Technology (NAST) - Basudev Sharma Pokherel

- ICIMOD - Basudev Sharma Pokherel
 - Other INGOs/NGOs/Private Sector - Ramjee Ghimire, Basudev Sharma Pokherel, and Nityananda Khanal
 - Forestry Association - Bharat Pokhrel and Omkar Joshi
 - Nepal Veterinary Association- Ramjee Ghimire
 - Nepal Agricultural Federation - Basudev Sharma Pokherel
 - Horticulture Society - Pradeep Wagle
 - Nepalese Student Association in the US/CA - Sanjok Poudel
 - Center for Indigenous Peoples' Research and Development (CIPRED): Basudev Sharma
 - Center for Environmental and Agricultural Policy Research, Extension and Development (CEAPRED): ?
 - Forum for Rural Welfare and Agricultural Reform for Development (FORWARD): Nityananda Khanal
 - AFU PhD program, Articles publication option: Nityananda Khanal
3. Other strategic issues brought to attention:
- Conference marketing and communication approaches, including word of mouth, personal reach out, email blasts, social media, and establishment of a marketing sub-committee.
 - Promoting conference attractions such as DC, Baltimore, and more through flyers.
 - Fundraising efforts, including the preparation of an OECD grant proposal. NN Khanal and Pradeep Wagle working with Collaboration and Resource Building Committee Chair, Buddhi Gyawali
 - Creating a student support package and outlining conference participation benefits through flyers.

Adjourn:

The Chair thanked all attendees for their active participation and valuable contributions to the meeting. The meeting was adjourned at 8:25 PM Central Standard Time.