

IEEE Student Branch MNIT Jaipur STB 31461

23 October 2020 ExeCom Meeting Minutes

Online: Microsoft Team

TIME: 2:00 P.M. to 3:00 P.M.

ExeCom Meeting: 8th

Prepared By: Udit Pratap Singh Tanwar, IEEE MNIT Student Branch Secretary

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Attendees:

Name	Position	Society
Poonam Devi	Chair	IEEE SB MNIT Jaipur
Udit Pratap Singh	Secretary	IEEE SB MNIT Jaipur
Lalit Agrawal	Webmaster	IEEE SB MNIT Jaipur
Amit Kumar Sharma	Treasure, Chair	IEEE SB MNIT Jaipur, IEEE Photonic Society Student Branch Chapter MNIT Jaipur
Kamal Kishor Choure	Chair	IEEE Sensor Council Student Branch Chapter MNIT Jaipur
Dimpal Janu	Vice Chair	IEEE Sensor Council Student Branch Chapter MNIT Jaipur
Rahul Pandey	Secretary	IEEE Sensor Council Student Branch Chapter MNIT Jaipur
Sachin Chauhan	Treasurer	IEEE Sensor Council Student Branch Chapter MNIT Jaipur
Bipin Kumar Saw	Member	IEEE Photonic Society Student Branch Chapter MNIT Jaipur
Pankaj Binda	Member	IEEE SB MNIT Jaipur

1. Poonam Devi greeted all the student branch MNIT volunteers and representatives of each society or council attending ExeCom meeting.
2. Poonam Devi briefed the three agendas of the meeting: A common event should be planned and conducted including all different societies of IEEE as a whole, roles and responsibilities of all members in any society, and updating student branch time to time.
3. Poonam Devi on the first agenda asked suggestions from the attendees.
4. A discussion began between the members. Suggestions for the events that came were group discussion on trending topics, coding competition, aptitude rounds, etc. keeping in mind all potential target participants.

5. Poonam Devi concluded by asking everyone to come up with the proper blueprint of their suggestions for the event to be conducted as soon as possible and telling that all societies will be working as a team for this event to make it a success.
6. Poonam Devi on the second agenda described various roles and responsibilities of every designation of any society namely, chair, vice-chair, secretary, treasurer and webmaster.
7. Bipin Kumar Saw told the perks of being an IEEE member and asked Udit as well as Lalit to deliver this information to their batchmates of B.Tech. So that IEEE student branch team can grow more in quantity and quality both.
8. Poonam Devi at last requested everyone to submit reports of the events conducted by the all societies/council. Furthermore, stating clearly to everyone to be more professional while preparing reports from now onwards.

Next Meeting: 2nd November, 2020