



IEEE STUDENT BRANCH, IIT - ALLAHABAD

MINUTES OF MEETING

Meeting Date: September 28 , 2014

The meeting has been conducted on October 28, 2014 regarding the preparation of upcoming leadership workshop on 1st and 2nd November. It was decided to increase the no. of participant for the success of workshop and run the effective membership drive for more IEEE graduate student member. The meeting ends with group photo. It was a very motivational for IEEE-IIITA student branch as many students took part in meeting, as result meeting turned out to be a huge success.

The chair (Mr. Aviansh Kumar Singh) addressed for take part in maximum no. of count and briefed other office bearer and mentor about their responsibility. It was also decided to promote IEEE_IIITA T-Shirt for raising the fund for IIIT-A branch. It was also decided to run a manual registration drive for workshop shop i.e. 29-october-2014 between 11 am to 6 PM at desk of vice chair (Mr. Vijay Bhaskar Semwal). Finally, he answered the all queries of all newly joined students.

The following member took part in meeting:

- (1) Dr. Satish Kumar Singh (Co-ordinator)
- (2) Mr. Avinash Kumar Singh (Student Chair).
- (3) Mr. Vijay Bhaskar Semwal (Student Vice Chair)
- (4) Mr. Shiv Ram Dubey (Secretary)
- (5) Mr. Dheeraj Chitara (Mentor, Publicity)
- (6) Mr. B Venkat (Mentor, Web management)



1 AGENDA

The agenda of the meeting was as follows:

- (a) The preparation of upcoming leadership workshop on 1st and 2nd November.
- (b) Increase the no. of participant for success of workshop
- (c) Update the website in view of upcoming event.
- (d) To make popular and formal establishment of IEEE student branch.
- (e) Run the membership drive for more IEEE graduate student member
- (f) Promote the T-shirt to raise the fund for IEEE student branch.
- (g) Assign the role and responsibility to all office bearer and mentor regarding event.
- (h) Regarding preparation of one day robotics workshop

2 DECISIONS MADE

All the agenda points were discussed in the meeting and following decisions (point by point) are made as follows.

- a) The meeting was briefed by student chair Mr. Avinash Kumar Singh.
- b) It was also decided to run a manual registration drive for workshop shop i.e. 29-october-2014 between 11 am to 6 PM at desk of vice chair (Mr. Vijay Bhaskar Semwal).
- c) Updation of website with new entries.
- d) It was also decided to promote our IEEE_IITA t-Shirt for raising the fund for IITA branch



Dr. S. K. Singh
Cordinator
IEEE Student Branch
IIIT-Allahabad

Mr. Avinash Kumar Singh

Student Branch Chair
IEEE Student Branch
IIIT-Allahabad

Mr. Vijay Bhaskar Semwal

Student Branch Vice Chair
IEEE Student Branch
IIIT-Allahabad

Mr. Shiv Ram Dubey

Secretary
IEEE Student Branch
IIIT-Allahabad

Mr. Vinod Kumar Jatav

Treasurer
IEEE Student Branch
IIIT-Allahabad

IEEE student member IIIT Allahabad





IEEE Student Branch, IIT – Allahabad
Indian Institute Of Information Technology, Allahabad
(A centre of excellence in IT, established by Ministry of HRD, Govt. of India)

