

IEEE/ACM Student Branch

Amity University Rajasthan

Minutes of Meeting

June 22,2022

Google Meet App

9:30 to 10:00 pm

Attendees:

Branch Counselor: Dr. Manju Kaushik

Attendees:

1. Sakshi Kalyani
2. Aakriti Goyal
3. Arya Sahu
4. Diksha Dubey
5. Kevin Giri
6. Manisha Choudhary
7. Prachi Pareek
8. Rupanshi Luthra
9. Shri Ram Bansal
10. Spondon Jyoti Dutta
11. Manish Kumar

Agenda: Discussion for upcoming event and recruitment .

Points of discussion:

1. For the upcoming event we need 2 anchors and 3 rapporteurs . Interested students can give their name to Aakriti .
2. Recruitment process must start by 5 july and should end on 30 july with Final Team Declaration .
3. Make posters for recruitment and From 5th July Publicity will start and for 15 days student branch should be promoted and then from 15th July onwards interviews to be scheduled and 25th July onwards we can have final membership and renewal done .

4. Anjali should handover list of present members of IEEE and ACM with their membership id and other details to Manju ma'am asap .
5. Sakshi will take care for website updates.
6. Aakriti and Prachi will look after social media collectively.
7. Weekly meetings must be conducted .
8. Prachi along with media team will make poster for promotion of upcoming event .
9. Prateek will make the required forms and along with it will take charge of joining link for the upcoming event .
10. All other students have to collectively work in PR

Conclusion:

The meeting was concluded with the exuberance to perform the best and make the IEEE/ACM Branch successful.

Adjournment:

The meeting was adjourned by Sakshi Kalyani.



