

MoM

Meeting Title : RSF Meet 20		
Minutes: 90	Meeting Date: 21/12/2017	Meeting Time: 5.00 PM

Meeting Location	B.Tech Project Lab
Meeting Called by	Dr.D. Sikdar, New Faculty Advisor (FA), RSF EEE
Meeting Headed BY	Dr.D. Sikdar, New Faculty Advisor, RSF EEE
Main Agenda	Planning for events
Attendees	4 (Vimal, Vivek, Pralay, , Satyajit)
Absent	4 (Deepak, Rahul, Vikrant, Anirban, Vineeta, Darpan, Debajit, Manoranjan)
Note Taker	Mr. Vimal K. S. Yadav

Conclusions:

- 1. 3MT in Research Conclave (RC) 2018:** RSF EEE will coordinate 3MT event now at institute level in RC 2018. So, TAs from department are required. Sir suggested to ask for 8 preferred TAs for RSF EEE activities.
- 2. Research Scholar Day (RSD) 2018 in EEE department:**
 - a) Vimal described the rough structure for RSD'18 which will have poster session by research scholar's (RS) of EEE, invited talks, quiz, dinner etc.
 - b) FA, RSF EEE suggestions: 1) Heads of 2-3 Centers of IITG can be asked to give an invited talk to introduce the type, areas and recent trends in the research activities etc. 2) 100 posters (max.) can be accommodated if the conference center of IITG is the venue for the poster session. 3) RS of EEE can be asked to fill a G-doc for attending the dinner of RSD in which they can be asked to give their secondary (personal) email ids in order to keep a record for future alumni database purpose. 4) A video from alumni showing their experience of their journey through Ph.D. to their current employment can be shown in RSD. 5) To award best researcher of the year, we can also ask respective Ph.D. supervisors of the finally selected candidates to mark them out of 10 on the basis of their overall research performance during that year.
- 3. Lab Updation:**
 - a) FA suggestions: 1) Basic information of each RS of EEE can be put on RSF EE website after the permission from HoD. The model will be presented and discussed with HoD sir. Rough Model have a flow as: Lab; Faculties, Students, Staffs associated, Broad area of research of each RS, Skill set for each RS.
- 4. RSF EEE Newsletter:**
 - a) Articles from newly joined faculties in the EEE can be invited on their experience regarding post-docs etc.
 - b) Article from senior professors of the EEE can be invited w.r.t how to write proposal for a research grant etc.
 - c) Articles can be invited from faculties/students of other department/institutes as

well.

5. EEE Seminars:

- a) A person attending a conference abroad can be asked to deliver a talk on how to get visas, what are does/don'ts for a particular conference venue and his overall experience once he returns back.
- b) A model to be discussed with HoD sir to ask the RS of EEE to attend the SOAS/Ph.D. defense seminars happening in EEE as a compulsory process in order to utilize the seminar room facilities at most.

6. RSF EEE Website: A separate section can be added on RSF EEE where information regarding RS and their experience while attending a conference/internship etc. in abroad can be presented. This section can be named as "STUDY AWAY (as per FA suggestion)".