

MoM

Meeting Title : RSF Meet 26		
Minutes:60	Meeting Date: 21/03/2018	Meeting Time: 5.00 PM

Meeting Location	2001 Class Room
Meeting Called by	Anirban Bhowal
Meeting Headed by	Vimal K. S. Yadav and Anirban Bhowal
Main Agenda	RSD'2018 planning, Amit Talk and 27 March Event
Attendees	5 (Anirban, Rahul, Vimal, Vivek, Deepak)
Absent	10 (Satyajit, Darpan, Debajit, Pavan, Vineeta, Manoranjan, Pralay, Kaushik, Tilendra, Atanu)
Note Taker	Vimal Yadav

Conclusions:

1. A tentative schedule for RSD 2018 is:

Event	Timing	Venue
Inauguration and a brief speech by HoD	10.00 AM -10.30 AM	EEE Seminar Room (SR), Vineeta as Anchor
Invited Talk Prof. P.G.Yammiyavar	10.30 AM -11.15 AM	SR, Vineeta as anchor
Tea Break	11.15 AM-11.30 AM	SR Corridor
Oral/Poster Presentations by EEE RS	11.30 AM -1.30 PM	SR and EEE Office Area (Rahul/Vimal as Anchor)
Lunch Break	1.30-2.00 PM	Respective Hostels
Webpage Workshop	2.00-4.45 PM	SR
High Tea Break	4.45-5.00 PM	SR Corridor
Open Mind	5.00-6.00 PM	SR
Panel Discussion	6.00-7.00 PM	SR (Vivek as Anchor)
Cultural and Valedictory	7.00-8.00 PM	SR (Rahul/Vineeta as Anchor)

2. Painting/Photography event:
 - (a) Last date to extend till 27 March 2018.
 - (b) Debajit and Darpan to apply for 20 poster stands
 - (c) Painting and photography display venue: EEE department ground corridor
 - (d) First and runner up award in both events
 - (e) Need of at least 2 volunteers

3. Webpage:
 - (a) Refundable amount of INR 100 to be taken
 - (b) Poster to be finalized by satyjeet
 - (c) 40 number of participants on first come first service basis
4. 2 min. video of all RSF EEE past events to be made by Manoranjan
5. RSD certificates to be made by Vineeta
6. G-doc for open mind questions to be floated by Vivek, Vimal and Vineeta before 25th March 2018.