

INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI

MINUTES OF THE 3RD MEETING OF THE STUDENTS' SENATE HELD ON 10TH SEPTEMBER 2015

The 3rd Meeting of the Students' Senate (2015-16) was held on Thursday, 10/09/2015 in the New SAC Conference Room. It was called to order by the Chairman, Students' Senate at 6:45 P.M. The following members were present:

- | | |
|-------------------------|------------------------------------|
| • Bhavin Mandalaywala | Vice President, SGC |
| • Paawan Talwar | General Secretary, Technical Board |
| • Chaitanya Sangani | General Secretary, Cultural Board |
| • Mohammed Zilani | General Secretary, Welfare Board |
| • A Sai Sushanth | General Secretary, Sports Board |
| • Pragya Chansoriya | Girls Senator |
| • Himakshi Barsiwal | Girls Senator |
| • Bhavana Lakhinena | Girls Senator |
| • Arunabha Banerjee | PG Senator |
| • B. Kiran Naik | PG Senator |
| • Rintu Borah | PG Senator |
| • Bhabesh Mahanta | PG Senator |
| • Sunil Chowdhury | PG Senator |
| • Siddharth Khadiya | UG Senator |
| • JMS Rohith | UG Senator |
| • Pooja Kumari | UG Senator |
| • Nikhila Rayalachevuru | UG Senator |
| • Akepogu Prince | UG Senator |
| • Sai Dinesh Dacharaju | UG Senator |
| • Nilesh Raj | UG Senator |

The attendance record of the senate members is:

- Total: 22
- Present: 20
- Absent: 2

- Absent with permission:
 - Saumya Prasad
 - D.S.Rishi
- Absent without permission:

The agenda for the day was taken up as given below:

Item No. 1: Follow up action of the decisions of the 2nd meeting of the Students' Senate, IIT Guwahati held on 11/08/2015 and 19/08/2015 (for adjourned agenda)

The following points were noted with regard to the decisions of the 2nd senate meeting held on 19/08/2015.

- Responses from Senate Committees:
 - **New SAC Committee:** A report was submitted on the allotted work
 - **Steering Committee:** The minutes for the 2nd Senate Meeting were drafted and presented to the Dean of Student Affairs for proofreading and approval. The New Gymkhana Website will contain regularly updated minutes after each senate meeting.
 - **Maintenance Committee:** One official meeting with the Social Services Club was held to discuss upon the agenda. One executive from the Senate is mandatory to be present in the meetings with Hostel Maintenance Secretaries. The information regarding such meetings should be channelized through official mails.
 - **Gymkhana Election Committee:** A meeting was held and a report is expected to be submitted by 15th October 2015. The first draft of which should be ready by the end of September 2015.
- Report on the GMIS Policy is pending and needs to be submitted by Mohammed Zilani.
- The new official website of Students' Gymkhana Council is ready and will be updated soon after removal of some technical glitches.
- The proposal on the agenda regarding the use of lab equipment by students of other departments was submitted to the Steering Committee by Arunabha Banerjee.
- No report was submitted for Item No. 23 of previous meeting related to road laying between core 3 and core 4. The maintenance and infrastructure committee was asked to submit a report to the steering committee by 20/09/2015.

The senate **RESOLVED** that the actions taken on the decisions of the 2nd meeting of the Students' Senate held on 11/08/2015 and 19/08/2015, other than the ones mentioned above, be **NOTED** as reported.

Item No. 2: Agenda related to Opening of Canteen & Stationery Shop in Married Scholars' Hostel

Arunabha Banerjee put this issue in front of senate due to demands of few boarders of Married Scholars' Hostel. It was discussed in the meeting that there are kitchens available in the MSH and hence that would result in non-profitability to the vendor.

SS/03/01/2015: The Students' Senate **APPROVED** the proposal in case a vendor is ready for the same, for which the General Secretary MSH will be also consulted.

A separate proposal for the opening up of a Stationery Shop in the New SAC was proposed. The New SAC committee will have to look after it.

Item No. 3: Agenda related to the handing over of parcels to the Security Guards

B. Kiran Naik raised the point regarding the refusal of accepting parcels of students by the hostel security guards. It became a matter of concern as the Senior Security Officer has mentioned a few instances where students blame the security guards for broken seals and damages to the products received in the parcel. A proposal for a separate "Dispatch Cell" is to be submitted by B. Kiran Naik to the steering committee.

Item No. 4: Agenda related to Colour Coded Dustbins in the Campus

Siddharth Khadiya raised the point that there should be different coloured dustbins for the ease of segregation of waste like biodegradable, non-degradable like plastics etc. Prakriti Club and NSS will be involved in the completion of this task. Also, the use of Trash Bags for ease of disposal of Organic waste was suggested by JMS Rohith.

SS/03/02/2015: The Students' Senate **APPROVED** the proposal and the Vice President will look upon this in the next HAB meeting.

Item No. 5: Agenda related to Project Portal

Nilesh Raj suggested having a portal for keeping records of all sorts of technical, non-technical, academic, industrial and consultancy projects taken up by each department. The same portal can be used to float different inter-disciplinary projects which many students find difficult to know about.

SS/03/03/2015: The Students' Senate **APPROVED** the proposal and **DIRECETD** Nilesh Raj to discuss the same with the Students' Academics Board to form a team for the completion of the task

by forming a web operations team and communicating with all the current Branch Representatives of the sophomore year to contribute for the content. It was further noted that no lab projects will be displayed on the portal.

Item No. 6: Agenda related to the Publication & Campus Media Website

Nilesh Raj raised the concern regarding the need of Publication and a Campus Media Website for the institute. The Students' Senate discussed upon the viability and decided print media is not supported though there is need to have e-Newsletters. The difficulties regarding the same were discussed.

SS/03/04/2015: The Students' Senate **APPROVED** the proposal and **DIRECTED** Nilesh Raj and Chatanya Sangani to employ Event Managers of various boards, Club Secretaries and the LitSoc Secretaries for the above task. If needed, a separate dedicated team can be formed for the same.

Item No. 7: Agenda related to the proposal Maintenance Week

Akepogu Prince suggested to follow a Maintenance week to resolve all the maintenance related issues in each hostel just after the mid semester examination.

SS/03/05/2015: The Students' Senate **APPROVED** the proposal as the same was followed in the previous academic year as well. A report is to be submitted by all the HMC secretaries by 13th October 2015.

Item No. 8: Agenda related to hosting newly released movies in the Main Auditorium

Akepogu Prince raised the point regarding the showcase of newly released movies in the Campus Auditorium.

SS/03/06/2015: General Secretary Cultural Board said that the cultural board is currently working along the same lines and will come up with possible solutions.

Item No. 9: Agenda related to having a separate vehicle facility for the Senate Members

The various needs for a separate vehicle for the senate members were discussed.

SS/03/07/2015: The Students' Senate **DISAGREED** with the proposal on grounds that it is not mandatory and there will be difficulties in distribution of the use.

Formation of Committees:

1. **Hostel Maintenance Committee:** To look after the maintenance of all hostel related issues on a regular basis. Members include: General Secretary HAB, Rintu Borah, JMS Rohith, Akepogu Prince.

Announcements

The Students' Senate directed Siddharth Khadiya under the Review Committee to have a table to keep the status of the work allotted and reports being submitted in between successive meetings.

ANNEXURE

IMPROVEMENT OF EXISTING SYSTEM FOR USAGE OF INSTRUMENTS OF OTHER DEPARTMENTS

Points to be addressed

- Update departmental website to inform about the instruments available (in working condition) with their full details.
- Publish a schedule online for the coming week mentioning the person-in-charge for the particular instrument with the details of PhD student(s) using that instrument, number of samples being tested along with the time slot.

Problems Faced

- The slot allotment takes a long time (3-4 weeks), depending on the approval of the scientific officers of the respective departments. This hampers the flow of work and the research as certain samples get spoiled over a long time and preparation of fresh samples may take a few days.
- Enough time is not provided to the external students for using the instrument in testing the samples and calibrating the same.
- Certain instruments in some departments have stopped working properly over time due to lack of use. If the availability of the instrument was known, that instrument could have been used by researchers of other departments as per their requirement.

Possible Solutions

- On updating the website, the student could directly find an empty slot for using the instrument or can work in tandem with the students of that particular department, depending on the number of samples. He/ she wouldn't have to wait for a long while and thus proper use of time and resources could be done.
- Provision should be made such that the students supposed to use the instrument should swipe his/her ID card or biometric system should be implemented, so as to keep a track of the students using the particular instrument for that day. This should be done as few students either forget or purposely do not write their names in the register maintained to enlist the names of the students using the instrument.
- There should be sufficient time provided to the external students for using the instruments.

Advantages of implementing the solution

- The solutions made to the existing system will make the process more quick and user-friendly with transparency and there won't be any need to depend on the scientific officers' approval, which in turn would save time.

- Researchers can work smoothly despite of any instrument problem in their own departments.
- Further, this will increase more interaction between researchers of other departments as well as make them more responsible while using the instrument.

ADDRESSING THE ISSUE OF BOOK AVAILABILITY FROM LIBRARY

Based on the discussion in the committee the issue at hand was discussed as below:

Reasons for less number of books in library:

- According to the rules of library the ratio of book to students would be 1:5.
- Thefts and improper maintenance of books.

The exact figures cannot be submitted due to the following reasons:

- The number of books shown in Opac website is not exactly the ones present in library.
- The records are little old and there was loss of books in between.

Solutions:

- Our library has a vast source of E-books which can easily replace normal books. Increasing the use of e-books than the normal ones reducing the loss of books and feasibility. E-books once downloaded can be shared freely, no need of maintenance, easy updates.

Methods:

- Sending mails and posting on Facebook groups regarding the availability of E books, explaining junta the need of a digital library.

PROJECT PORTAL

1. An online portal maintaining all the technical & inter-disciplinary projects undergoing in each and every department to bring transparency and exposure to participating students who expect to take up projects but lack the information & resources.
2. The portal will serve as an “one-stop” website to get all the info regarding the project vacancies, topics, fundings etc.
3. Discussion can be made upon whether to make it “intranet” or “internet” link.
4. A dedicated team of 4-5 members will be required who will co-ordinate with the various Branch Representatives

PUBLICATIONS

1. The G-Sentinel has been very inactive since a long time.
2. Discussion to be made regarding the difficulties to form a new PSC like committee to look after the publication stuff for the institute.
3. Large pools of talented freshers go unnoticed or get involved into other channels due to delay in the information being rolled out.
4. Separate team formation to look after publication

CAMPUS MEDIA WEBSITE

1. A campus media website has always been discussed upon, like – Insight IITB & Vox Populi IITK.
2. A separate committee under Cultural Board can be framed to look after this
3. Involvement of freshers from various clubs like coding, Anchorenza etc as a recognized technical project from SGC can be discussed upon.
4. To bring the participation of students, perks and remunerations should be decided upon by the Senate/ or the separate committee being formed.

BUSES TO RAILWAY STATION AT THE END OF VACATIONS

This Proposal is regarding the arrangement of Bus Facility to the Railway Station at the end of vacations in a similar way as the arrangements are made at the beginning of those vacations.

PROBLEMS BEING FACED:

1. City buses are already being parked in Pan Bazar which is just a stone's throw from the railway station. Most of the students availing the City Bus service at such times are those arriving from the railway station itself; but just because buses are not being sent there, they have to carry their luggage all the way from the Railway Station to Pan Bazar.
2. At times when there is a delay in the arrival of trains and it becomes too late, the city bus service provided by the institute is not available. At such times some students find it unsafe to travel by taxis/cabs.

POSSIBLE SOLUTIONS:

1. A Google Doc is already being filled by students at the commencement of vacations in which they provide the details of their departure for the provision of buses to the railway station. A column can be added to this doc where they can provide the details of their arrival at the end of vacations.
2. These buses can be sent to the Railway Station just for 2 days prior to the registration date as most of the students arrive on these days.
3. The buses can be sent at a time when a large number of students arrive.

WASTE DISPOSAL BINS OF DIFFERENT COLOUR FOR DIFFERENT TYPES OF WASTE

POINT TO BE DISCUSSED

To introduce the use of different coloured dustbins for throwing different types of waste.

PROBLEM BEING ADDRESSED

With the present system of dustbins, the items which can be recycled or are biodegradable, are thrown in the dustbin along with items which can't be recycled. This causes the wastage of a lot of useful biodegradable waste as well as recyclable waste.

SOLUTIONS

This problem can be addressed by the using dustbins of different colour for different kinds of waste. For example: Green coloured dustbins for biodegradable waste, Blue for recyclable waste and Red for general waste.