
TECHNOZOVA

Location : 6th floor, Lab No 2, DJSCE, Mumbai

Time : 9:30 am

MEETING MINUTES

1. Opening

The meeting was held on 15th November 2022 by the committee Chairperson Ms. Bhargavee Chavarkar. She discussed about the briefing of the co-committee members about the flow of event for the academic year. She also discussed regarding the first flagship event of the committee and the discussion began.

2. Attendee's List

- Bhargavee Chavarkar (Chairperson)
- Ayush Jain (Secretary)
- Akshat Parekh (VCP Finance)
- Khushi Gupta (VCP Marketing)
- Riya Shah (VCP Events)
- Kevin Haria (VCP Publicity)
- Simran Bardhan (VCP Creative)
- Dhruv Gandhi (VCP Editorial)
- Mihir Shinde (VCP Technical)

3. Absentee's List

- No members were absent

4. Activities

- An interactive environment was established among the members of core committee.
- A basic to-do list was discussed according to the role of members.

5. Discussion

□ Co-committee Briefing

- Each VCP was asked to have a separate meeting with their teams and discuss with the co-committee regarding their roles
- It was decided that on weekend a meeting will be held for the entire co committee which will be addressed by the Chairperson.

□ Flagship Event Discussion

- Like every year, it was decided that the flagship event of Technozova will be held even this year during the next months.
- Since, the time for meeting had exceeded so it was decided that a separate meeting for core members will be scheduled soon to discuss in detail regarding the event.

6. Actions

- All the suggestions were Documented for everyone's reference.
- The meeting had been recorded and the link was shared via E-Mail.

7. Adjournment

Chairperson welcomed all the innovative insights from all the core members. The Detailed discussion regarding Flagship Event will be discussed in the upcoming meeting. The meeting was adjourned at 9:15 PM as scheduled.

8. Submitted By

Mr. Ayush Jain (Secretary)

9. Approved By

Ms. Bhargavee Chavarkar (Chairperson)