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**School of CS and IT - Department of Animation**

**Minutes of the Meeting**

**Date: 15-07-2020 Timings: 4.30 pm – 5.00 pm**

**Organized by: Dr. Nachappa (Head – CS & IT)**

**Department: Animation, DFM and Gaming**

**Points Discussed –**

1. Status on Foot steps and Bridge courses for first semester students.
2. Send Faculty daily report to Shradha maa’am.
3. Collect the data for the 6th semester students.
4. Collect the syllabus completion status.
5. Role of coordinators to be defined.
6. Prepare google sheet for the webinars, where in all the information regarding the webinars should be there.
7. Students who wants to change their elective, fix the deadline and don’t entertain after the deadline.

**Meeting Attendees :**

HOD (CS & IT) – Dr. Nachappa

Vanila S, Rini Dey, Bhavana S, Suman Maity, Subhajit Das, Adithya Udupa, Rahul Kushawa, Arun L