**JALPAIGURI GOVERNMENT ENGINEERING COLLEGE**

**JALPAIGURI- 735102, WEST BENGAL, INDIA**

**www.jgec.ac.in**

**Department of Computer Science & Engineering**

**Meeting Minutes**

**Date: 15/12/2017 Time: 04:30 P.M. Venue: EDUSAT, CSE**

**Meeting Ref. ID** – JGEC/NPTEL/17/02

**Meeting Called By**: Dr. Dipak Kumar Kole, HOD, CSE, JGEC

**Agenda of the Meeting:** Determining itinerary.

**Members Present:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| |  |  |  | | --- | --- | --- | | **SL NO** | **NAME** | **YEAR** | | 1 | Soumik Ranjan Dasgupta(C) | 3rd | | 2 | Subhrasankar Chatterjee (AC) | 3rd | | 3 | Protyay Barman | 3rd | | 4 | Haranath Basak | 3rd | | 5 | Anurag Bandopadhyay | 3rd | | 6 | Aniket Dutta | 3rd | | 7 | Anik Ghosh | 3rd | | 8 | Sraboni Mondal | 3rd | | 9 | Swarna Kamal Dhyawala | 3rd | | 10 | Chandra Churh Chatterjee | 2nd | |

**Points Discussed at the Meeting and the Corresponding Decisions taken:**

* The roles were assigned to various members as determined by the previous meeting.
* A roadmap for future course of action was determined which included -
  + Preparing a presentation for campaigning
  + Plans for social media marketing
  + Creating a google form to maintain records
  + Hall ticket collection and certificate collection
  + Distribution of certificates

**Copy To:** 1) All Committee Members

2) HOD, CSE, JGEC

3) Principal, JGEC