



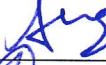

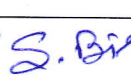


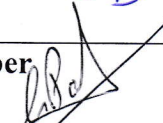
## Minutes of the OBC committee

A meeting was held on 10<sup>th</sup> August, 2020 at the Conference Room of GNIT. The following agenda were discussed:

Agenda:

1. Discussion related activities of the committee
2. Database preparation for newly admitted OBC students
3. Awareness of different scholarship schemes

**Members Present:**

Sl. No.	Name	Designation	OBC Committee Designation
1	Prof (Dr.) Santanu Kr. Sen	Principal	Chairman 
2	Mrs. Bapita Roy	H.O.D., AEIE Dept.	Convener 
3	Dr. Adhish Kumar Chakrabarty	Registrar	Member 
4	Dr. Sucharita Chakrabarti	HOD, ASHU Dept.	Member 
5	Mrs. Suparna Biswas	Asst Prof., ECE Dept	Member 
6	Mr. Pijush Chandra	Office Admin	Member 
7	Ms. Sumana Bhattacharjee	Office Admin	Member 
8	Mr. Kallol Paul	Account Officer	Member 

**Agenda 1:** Discussion about the related activities of the committee

The Convenor discussed about the functions and related activities of the committee such as:

- i. The Cell may conduct regular remedial coaching classes on life skills, personality development, writing assignments and making presentations.
- ii. The Cell also is expected to organize interactive sessions and informal meetings with students to attend to their personal, social and academic problems. to support to the weaker students to

provide special inputs in areas where the students experience difficulties

**Agenda 2: Database preparation for newly admitted OBC students**

All the Mentors are requested to prepare the database of newly admitted OBC students in all streams within one week.

**Agenda 3: Awareness of different scholarship schemes**

The Convenor suggested to all the Departments to conduct the awareness program for different Scholarship schemes for OBC students

The meeting ended with vote of thanks.

With Regards,  
Mrs. Bapita Roy,  
Convenor, OBC Committee  
H.O.D., AEIE