

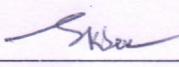
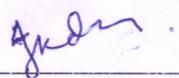
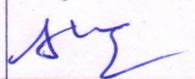
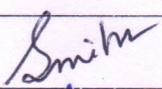
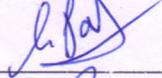
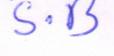
Minutes of the SC & ST committee

A meeting was held on 25th July, 2018 at the Conference Room of GNIT. The following agenda were discussed:

Agenda:

1. Discussion about the functions and related activities of the committee
2. Database preparation for newly admitted SC & ST students
3. Suggestions

Members Present:

Sl. No.	Name	Designation	SC& ST Committee Designation	Signature
1	Prof (Dr.) Santanu Kr. Sen	Principal	Chairman	
2	Dr. J. K. Das	HOD, EE Dept.	Convener	
3	Mr. Adhish Kumar Chakrabarty	Registrar	Member	
4	Dr. Sucharita Chakraborti	HOD, ASHU Dept.	Member	
5	Mr. Sourish Mitra	Assistant Professor, CSE Dept	Member	
6	Mr. Pijush Chandra	Office Admin	Member	
7	Mr. Kallol Paul	Account Officer	Member	
8	Ms. Sumana Bhattacharjee	Office Admin	Member	

Agenda 1: Discussion about the functions and related activities of the committee

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

- i. to support to the weaker students
- ii. to organize some special training programs

- iii. to conduct regular remedial coaching classes on life skills, personality development, writing assignments and making presentations.

Agenda 2: Database preparation for newly admitted SC & ST students

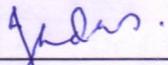
- All the Mentors are requested to prepare the database of newly admitted SC & ST students in all streams within one week. They are also requested to maintain all the required data.

Agenda 3: Suggestion:

The Chairman suggested to the SC & ST committee to continue their activities and responsibilities as they are doing nicely during previous years.

The meeting ended with vote of thanks.

With Regards,



Dr. J. K. Das,
Convenor, SC & ST Committee
H.O.D., EE