TECNIA INSTITUTE OF ADVANCED STUDIES
GRADE "A" INSTITUTE
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Ref. No: TIAS/BCA/TC/374/9   Date: 15/04/2023

Department of information Communication and technology
Technical Club
Session: 2022-23

Annual Meeting Notice

This is to inform to all concerned that the "Annual Club" meeting of Technical club is scheduled on 20/03/2023 at 3pm under the chairmanship of Dr. Deepak Sonker and Ms. Geeta rani (Nodal Officer, Technical club). The following agendas will be discussed:
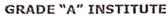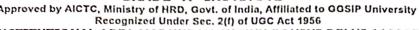
Meeting Agenda for Technical Club:-

1. Discussion of Technical Club activities will be conducted in Academic session 2022-22 for even semester.
2. Discussion on Technical Club volunteers.
3. Discussion and finalization on activities.
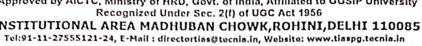4. Discussion on events in Technical club manual.

Nodal Officer

Ms.Geeta rani

Department of Information Communication and Technology
Technical Club Meeting
Session: 2022-23

Ref. No: TIAS/BCA/TC/374/10   Date: 21/03/2023

Minutes of the Meeting

In pursuance of "Technical Club Meeting" scheduled on 20 March, 2023 was held at 3.00 am in conference room under the chairmanship of Dr. Deepak Sonker to discuss and approve the agenda. The meeting started with the welcome of all members. The following members were present & attended the meeting.

(a) **Chairperson:** Dr. Deepak Sonker

(b) **Members:**

	Name	Designation	Contact No.
1	Dr. Deepak Sonker	HOD BCA Department	9711788920
2	Dr. Arti Bajaj	HOD BCA Department	9871035481
3	Ms Geeta rani	Assistant Professor	9818283801
4	Ms Sania kukkar	Assistant Professor	9821713486
5	Ms Arnima Pathak	Assistant Professor	6393991091
6	Ms. Vandana	Assistant Professor	8955254321
7	Mr. Abishek kumar	Assistant Professor	8766789836
8	Mr. Deepak sharma	Assistant Professor	7827517002
9	Ms. Sarita nehra	Assistant Professor	8285670825

Agenda Points:

1) **Discussion of Technical Club activities will be conducted in Academic session 2022-23.**
Discuss and finalize the technical club activities will be conducted in session 2022-23. All members are participate in it and finalize the events will be conducted in coming session 2022-23.
   1) Robot workshop
   2) Cyber security
   3) IOT

2) **Discussion on Technical Club volunteers.**

Discussion on how to choose volunteers for technical club .discussion on rules in manual for finalize the volunteers .All members give their suggestion and then decide volunteers will be taken from each course of institute.

3) **Discussion on events in Technical club manual.**

Technical club Provide a manual in which various events are predefined so all members discuss and finalize the event and

4) **Discussion on core committee members.**
Discussion on core committee members and if any members have any problem or question. Dissemination of information to all the nodal officers for uploading the report of activity within the three days of event conducted at institute website and uploading the photos of the event social media like Twitter, Facebook and instagram

6. Discussion on any other matter with the permission of chairperson.

All the resolutions and minutes are put-up in front of Institutional academic committee for approval.

Ms.Geeta

(Nodal Officer)

CC:

- To Dean, Tecnia Institute of Advanced Studies for kind information
- To Director, Tecnia Institute of Advanced Studies for kind information
- HOD - BCA