



कार्यालय छात्र मामलों के डीन  
OFFICE OF THE DEAN OF STUDENT AFFAIRS  
बिरला प्रौद्योगिकी संस्थान , मेसरा , राँची – ८३५२१५  
BIRLA INSTITUTE OF TECHNOLOGY, MESRA, RANCHI, 835 215, INDIA  
(डीम्ड विश्वविद्यालय/Deemed University u /s 3 of UGC Act 1956)

## Meeting with Faculty Advisors and Presidents of Clubs and Societies

### Minutes of Meeting

1. A video is to be prepared for the induction program showcasing the activities undertaken by clubs and societies in BIT Mesra.
  - 1.1. Regarding this Photographic Society has circulated a mail amongst all clubs to prepare a video of their respective club activities and achievements.
  - 1.2. Photographic Society and News and Publication Society will be responsible for the compilation of the contents of the videos into one single video of 40-45 minutes duration.
  - 1.3. The clubs and societies must highlight why students should join their club and what are the learning outcomes that the club aims to provide in the video which should be of around 1-1.5 minutes in length.
2. Clubs and Societies should adhere to the instructions/guidelines present on the institute website while documenting their club activities, seeking approval and submission of the completion report.
3. All clubs and societies must have their own websites wherein they showcase all relevant information regarding their club activities, achievements, events, executive body, etc for the general public to see.
  - 3.1. The webmaster of BIT can guide us forward in getting the bitmesra domain website for all clubs.
4. It has been observed that some clubs and societies have not submitted the event completion report. This should be looked into and it is mandatory for all clubs and societies to submit the documents as soon as possible after the event culminates.
5. Student bodies are also instructed to invite their respective faculty advisors to speak a few words to the participants and motivate them during the online events.
6. Clubs and Societies must also send invitation links for the online events to Associate Dean of Students Affairs - Student Activities, Dr. K.Sridhar Patnaik.
7. Clubs and Societies must collaborate amongst themselves to conduct 30 hours of workshops (non credit courses). They must collect appropriate participation and attendance data as this is essential for the submission of NIRF documentation.
  - 7.1. The finance club can guide other clubs regarding this endeavour.
8. Regarding budget, clubs and societies should avoid getting sponsorship (from outside organizations) worth less than Rs. 25000 (as mentioned in the SOP). However, sponsorship in the form of goodies is acceptable.
  - 8.1. Clubs and Societies must submit proper documentation regarding their finances so that bills can be cleared timely from the accounts office.



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Meeting attended by the following:

1	Prof.Anand Kr. Sinha,DoSA
2	K.Sridhar Patnaik,ADoSA
3	Rajeev Kumar,FA,UBA,Leo
4	Richa Pandey,FA,Robolution
5	Anand Prasad Sinha, FA,Finance
6	Paritosh Mahata,FA,Firebolt Racing
7	Priyank Kumar,FA,Aerospace
8	Priyank Saxena,FA,PSoc
9	Naresh Kumar,FA,EPAC
10	Ritu Agrawal,FA,Dance
11	Aftab Alam,FA,Aveon
12	Vijay Nath,FA,NAPS
13	Sukalyan Chakraborty,FA,SAC
14	Mrinal Pathak,FA,Music
15	Sumit Srivastava,FA,ACM
16	Vijaya Laxmi,FA,IEEE
17	Apurv Ashish,FA,FAS
18	SHARWADI SHATANK,EDC
19	TANMAY SINHA,IET
20	TANYA KUMARI,UBA
21	ARJUN RAJ,Aerospace
22	HIMANSHU SINGH,Dramatics
23	VIJAY KUMAR BHAGCHANDANI,Team Srijan
24	UMANG SRIVASTAVA,Firebolt Racing
25	SHAILENDRA KUMAR,
26	SRISHTI BINWANI,Leo
27	TANMAY GUPTA,PSoC
28	TANAY GOEL,Fin Club



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29	ANKUR DUBEY,ACM
30	NANDINI DASGUPTA,
31	ASHI SINHA,DanceClub
32	UJJAWAL JHA,
33	VISHAL GORAI,IETE
34	HIMANSHU SHEKHAR,NAPS
35	KUSHAL SRIVASTAVA,IEEE
36	DHYAN HEMBROM,EPAC,
37	ISHMAN KAUR,Rotaract
38	MANAS KUMAR,LitSoc
39	SHARANYA JHA,UNESQUO
40	ARPIT ,
41	ATVIK SINGH
42	MUSKAN GUPTA
43	AYUSH KUMAR

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6/8/21