



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

Date: 10th December 2021

MINUTES OF MEETING

1. The number of events listed in the event calendar for the session 2021-22 was 152, out of which permission for only 66 events has been sought from ADOSA-SA, Dr. Sridhar Patnaik even after fund allocation to each club.
 - a. Only 43% of the scheduled events were approved and conducted as per the records.
 - b. The club representatives were asked to list the reason for the non-conduction of the missing events.
 - c. Report submission for the events was also very low with only 37 reports being submitted as of November. Club representatives were asked to make sure that the event reports are submitted immediately after completion of the events.
 - d. Some of the events have been postponed by the club to align their activities with the arrival of the 2k21 batch, to ensure maximum participation.
 - e. The clubs were asked to strictly follow the event calendar.
2. IChE and Robolution had conducted no event thus far, as per the data received by the office of ADOSA-SA. IEEE, IET, Music Club, Dance Club, UBA, NAPS, EPAC and ACM have conducted only one event respectively.
3. IETE, FAS and Leo had conducted four of their listed events.
4. Technical events are very important for the institute as they are associated with the Institute Innovation Council (IIC) as well. The technical clubs should make sure that none of the events is missed or skipped and that all events are properly documented.
5. Students who have taken part in any event or won any competition on an inter-university level are requested to upload the report and the documentation for the same via their respective clubs.
 - a. This data is essential for NBA and NAAC accreditation.



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- b. The students should add the email, screenshot of social media posts, press release or certificates as proof for the inter-university activities.
6. A new annexure has been added for the event approval and event report submission of technical clubs.
 - a. The annexure, along with other forms and certificate formats can be found in the Downloads Section of the Student Affairs tab on the institute webpage.
 - b. Henceforth, all technical events will come under the umbrella of IIC (Institute Innovation Council) and hence these annexures contain the logo of IIC on the top right-hand corner.
7. It has been observed that many clubs and societies have not created independent websites for their clubs.
 - a. All club representatives are requested to look into this and build and host a website for their club as soon as possible where they showcase the various activities undertaken by the club.
 - b. After the creation of the website, the link must be sent to ADOSA-SA, Dr. Sridhar Patnaik, so that their link can be updated on the institute website.
8. All the clubs will be sent a reminder mail for event conduction by the News and Publication Society (NAPS) according to the pre-decided event calendar for the session 2021-22.
9. Professor Vishal H. Shah elaborated on the importance of IIC (Institution innovation Council) and how it is related to Atal Ranking of Institutions on Innovation Achievements (ARIIA) and all other important rankings.
 - a. This directly affects the National Institutional Ranking Framework (NIRF) rankings and hence this needs to be taken seriously by all the club representatives.
 - b. The technical clubs and the clubs related to entrepreneurship and finance should step up and conduct various activities and document them appropriately. The activity reports of technical clubs should include the logo of IIC.
 - c. All the promotion links of social media sites including Instagram, Twitter, LinkedIn and Facebook are required for the event submission for the IIC, so the data must be collected appropriately.
 - d. The report of the event is to be submitted along with the event photographs in a word document only.



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10. The IICHe club has shown no response either from the students or the faculty advisor and is liable to be terminated. It is to be replaced with the newly formed '180 degree' club.
11. Regarding budget, clubs and societies should avoid getting sponsorship (from outside organizations) worth less than Rs. 10,000.
 - a. It should be in the form of online money transactions and no goodies will be allowed.
 - b. Since the transaction will involve the account of BIT Mesra, the student bodies should be aware of the 18% GST tax slab and negotiate with the organization accordingly.
12. There are some 'Value-Added Courses' required for NAAC. The clubs involved in this should note that such courses should be of a minimum of 30 hours. The registrations, attendance and other details should be documented properly for these non-credit courses.

The following attended the meeting

K.SRIDHAR PATNAIK
RAJEEV KUMAR
SUMIT SRIVASTAVA
Dr. Priyank Kumar
APARNA SHAMBHAWI
ANIK SARKAR
Anand Prasad Sinha
ARJUN RAJ
HIMANSHU SHEKHAR
RICHA PANDEY
Akshat Dubey
SHASHWAT CHATURVEDI
RISHI RAJ BARNWAL
Ankur Dubey
Paritosh Mahata (Guest)
Ritu Agrawal
Ashi Sinha
Aftab Alam
Priyank Saxena
Dr. Naresh Kumar

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Kushal Srivastava
Prof. (Dr.) Anand Sinha
Ritu Agrawal
TANMAY SINHA
ATVIK SINGH
VIJAY NATH
SUMIT.MISHRA
SHARANYA JHA
L. N. PATTANAİK
ISHMAN KAUR
MANAS KUMAR
SRISHTI BINWANI
Mrinal Pathak
DHYAN HEMBROM
TANWEERUL HAQUE
ASHISH CHOUHAN
VISHAL H Shah
AYUSH KUMAR
HIMANSHU SINGH
SOMAK DATTA

Jan
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