IEEE Student Branch MNIT Jaipur STB 31461

12th March 2024 ExeCom Meeting Minutes

VENUE: Committee Room EED, MNIT Jaipur
TIME: 2:00 P.M. to 3:00 P.M.
ExeCom Core Meeting: 1st
Prepared By: Dheeraj Verma (IEEE MNIT SB Secretary)
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Attendees:

Name	Position	Name	Position
Yashvi Mudgal	Chair	Dheeraj Verma	Secretary
Manisha Kumari Meena	Treasurer	Anupam Agarwal	Web master

Opening Remarks:

The meeting commenced with the Chair expressing gratitude to the core ExeCom committee members for their ongoing contributions and dedication to the MNIT IEEE Student Branch.

Discussion on Enhancing ExeCom:

1. The Chair initiated a dialogue on strategies for incorporating more active members and volunteers into the IEEE Student Branch to foster growth and enhance operational efficiency.
2. The importance of engaging enthusiastic participants from various academic backgrounds was highlighted to enrich the branch's diversity and creative output.

Recruitment Plan:

1. A consensus was reached on the development of a structured recruitment plan aimed at attracting committed individuals to the ExeCom and various committees.
2. The Secretary, under the Chair's guidance, was authorized to oversee the recruitment process.

Application Process:

It was decided that interested candidates should apply through a Google Form, detailing their motivations, experiences, and contributions they envision bringing to the IEEE Student Branch.

Evaluation and Selection:

1. The committee debated the selection process, opting for a review of resumes as the primary method for shortlisting candidates.
2. However, the necessity for interviews will be assessed based on the volume and quality of applications received. This approach allows for a more nuanced understanding of the candidates' capabilities and fit for the branch.

Reporting and Onboarding:

1. The Secretary is tasked with compiling a report on the recruitment outcomes, including a list of shortlisted candidates, to be presented to the Chair promptly after the application deadline.
2. An onboarding session for new members will be organized to acquaint them with the IEEE Student Branch's vision, mission, and ongoing projects, ensuring a smooth transition into their roles.

Closing Remarks:

1. The Chair concluded the meeting by reiterating the significance of expanding the team with dedicated individuals. The Chair emphasized the potential impact of fresh ideas and energy on the branch's initiatives and the broader IEEE community.
2. Additionally, the Chair highlighted the importance of planning events for the upcoming week or days, urging the committee to brainstorm and propose innovative event ideas that would engage and benefit the branch's membership.

Next Meeting: Schedule Will be inform later via mail/messages.