

MINUTES OF MEETING

Ref.: GLBGI/WMDC/2022/003

Date: 30/04/2022

An online review meeting of Website Maintenance & Development Committee (WMDC) was held on **28.04.2022** at 3:30 PM.

The following attended the meeting –

		<i>Designation in the Committee</i>
1. Dr. Neeta Awasthy	Director	Chairperson
2. Mr. Vipin Dhiman	Registrar	Convener
3. Dr. Nakshatresh Kaushik	Head-MoS	Executive Member
4. Mr. Nishant Kumar	Head-CE	Executive Member
5. Ar. Tania Bera	Head-Architecture	Executive Member
6. Dr. Bholey Singh	Coordinator, Anti-Ragging Comm.	Member
7. Dr. Shika Govil	Coordinator, Women Cell	Member
8. Ms. Saunam Saraswat	On behalf of Coordinator, UBA Cell	Member
9. Mr. Vivek Bhardwaj,	Programmer & Analyst	Technical Member

The following excused for the meeting –

1. Dr. Rama Kant	Head - CSE	Executive Member
2. Mr. Nitin Kumar Sahu	Head - ECE	Executive Member
3. Mr. Udayvir Singh	Head-ME	Executive Member
4. Dr. Mandhir Verma	Coordinator- IQAC	Member
5. Mr. Neeraj Garg,	Sr. Manager – T&P Cell	Member
6. Mr. Ashish Agrawal	Deptt Nominee	Member
7. Mr. Gaurav Kumar	Deptt Nominee	Member
8. Ms. Stuti Gautam	Deptt Nominee	Member
9. Mr. Sanjiv Agrawal	Controller of Examinations	Member
10. Mr. Sanjiv Singh	Alumni Association	Member

Item No. 1 : Welcome and agenda discussion

The Convener welcomed the Chair and other members in the meeting and briefed the agenda as mentioned below –

- Review of previous meeting.
- To see work progress and new developments at college website.
- Placement updates including Start Placements.
- Action Taken Reports of various Clubs/Committees.

Item No. 2 : Review of previous meeting

The previous Minutes of Meeting held on 04/03/2022 was presented, read and disused with the members present. Also apprised all with the status of the point 04 and 07 of previous MoM.



Item No. 3 : Work progress and new developments

An update of the events/activity (took place in the campus after the last meeting) were checked and found mostly updated. Gratitude was expressed to the concerned with a request to maintain in future as well.

Item No. 4 : Action taken reports of Various Clubs/Committee

It was seen that Action Taken Reports (Minutes of Meetings, Activity Reports, etc.) were not updated under the Committee Tab by various Committee Heads. The matter with its necessity was again appraised to all present and requested to get the same done by 30.04.2022 (Saturday).

[Action by: Committee/Clubs Heads]

Item No. 5 : Old Question Papers (University Examinations) to Update

It was informed that the students always refer Old Question Papers of the University Examinations to make them prepared in a better way. Hence, it is decided to make available Old Question Papers at College Website under either Library Tab or Examination Tab.

[Action by: Center Superintendent and Librarian] *by 7-5-22*

Item No. 6 : Regular updation of Notices/Circulars


All HoDs, Committee/Clubs Heads, Section Incharges were requested to get update Notices/Circulars regularly on college website and instruct respective faculty/staff/students to check the college website on regular basis *on every 1st & 3rd Sat. of the month*

[Action by: HoDs, Committee/Club Heads, Section Incharges]

The meeting ended with thank you note.


Vipin Dhiman
Registrar
Convener-WMDC



Approved by

Dr. Neeta Awasthy
Director
Chairperson-WMDC

Encl.:

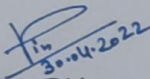
- Snapshot of online meeting.

Circulation through email –


- All Committee Members
- College Website

Snapshot of the Online Meeting of WMDC
held on 27/04/2022 at 3:30 PM




30.04.2022
Vipin Dhiman
Registrar
Convener-WMDC




Dr. Neeta Awasthy
Director
Chairperson-WMDC