CIRCULAR

Date 05/11/2024

Subject: 11ᵗʰ Meeting of E-Governance Committee

Mode of Meeting: Offline

This is to inform that the 11ᵗʰ meeting of the E-Governance Committee has been scheduled on 09/11/2024 at 1:00 P.M. in the EE Seminar Hall.

All the Members are requested to attend the meeting.

The agenda's of this meeting are mentioned below.

Agenda   Particulars

Agenda 1: Confirmation of Minutes of the Meeting held on 06ᵗʰ Jun 2024

Agenda 2: Implementation of StudyBase ERP for General Administration.

Agenda 3: Server room modernization – Cooling, UPS, Firewall.

Agenda 4: Nomination of new member in the committee.

Agenda 5: Any other point to discuss with permission of chair.

Mrs. Sangeeta Gupta
Coordinator

Copy to:
1. Principal
2. IQAC
3. E-Governance Committee Members

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GLOBAL

INSTITUTE OF

TECHNOLOGY

MINUTES OF MEETING OF E-GOVERNANCE COMMITTEE

Minutes of the Meeting of E-Governance Committee
Date: 09/11/2024
Venue: EE Seminar Hall
Meeting Number: 11th

The meeting was attended by the following members on 09/11/2024

Sr. No.	Name	Designation
1.	Mrs. Sangeeta Gupta	Coordinator
2.	Mr. Ramkunwar Khilery	Member
3.	Mr. Pankaj Jain	Member
4.	Mr. Surendra Singh Dua	Member
5.	Mr. Joy Kutti Denial	Member
6.	Mr. Vinod Sharma	Member
7.	Mr. Arshad Nadeem	Member
8.	Mr. Kailash Ram	Member
9.	Mr. Sita Ram Raigar	Member

Welcome Note:

Mrs. Sangeeta Gupta initiated the 11th E-Governance Committee meeting, warmly welcomed all the participants. She expressed gratitude for their presence and highlighted the significance of the discussions ahead. She further presented the agenda for this meeting.

S. No.	AGENDA	DISCUSSIONS
1.	Confirmation of Minutes of the Meeting held on 06th Jun 2024.	The members of the committee confirmed the Minutes of the Meeting held on held on 06th Jun 2024and supplied the Action Taken Report to all Committee Members.
2.	Implementation of StudyBase ERP for General Administration	Implementation of StudyBase basic modules suggested for attendance and notice circulation.
3.	Server room modernization – Cooling, UPS, Firewall	New faculty needs awareness on research expectations and policy.
4.	Nomination of new member in the committee.	Mrs. Sangeeta Gupta and Mr. Pankaj Jain were nominated as new member in the committee.
5.	Any other point to discuss with permission of chair.	No other point to discuss.

Meeting Adjournment:

Mrs. Sangeeta Gupta expressed gratitude to all members for their participation and commitment. She emphasized the importance of collaboration in achieving the committee's goals and officially adjourned the meeting with thanks to everyone for their time and efforts.

Mrs. Sangeeta Gupta
Coordinator

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ATTENDANCE

The meeting was attended by the following members on 09/11/2024

Sr. No.	Name	Designation	Signature
1.	Mrs. Sangeeta Gupta	Coordinator	
2.	Mr. Ramkunwar Khilery	Member	
3.	Mr. Pankaj Jain	Member	
4.	Mr. Surendra Singh Dua	Member	
5.	Mr. Joy Kutti Denial	Member	
6.	Mr. Vinod Sharma	Member	
7.	Mr. Arshad Nadeem	Member	
8.	Mr. Kailash Ram	Member	
9.	Mr. Sita Ram Raigar	Member	

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ACTION TAKEN REPORT

Major action taken report 11th Meeting of E-Governance Committee held on 09/11/2024

Sr. No.	AGENDA	ACTION TAKEN
1.	Confirmation of Minutes of the Meeting held on 06th Jun 2024	The members of committee conferred the Action Taken Report and Minutes of the Meeting of the last Meeting.
2.	Implementation of StudyBase ERP for General Administration	StudyBase activated for admin workflows.
3.	Server room modernization – Cooling, UPS, Firewall	New server cooling unit installed.
4.	Nomination of new member in the committee.	Mrs. Sangeeta Gupta joined the committee as new coordinator in place of Mr. Neeraj Sharma and Mr. Pankaj Jain joined the committee in place of Mr. Amit Kumar as new member.

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