

Minutes : Third HEC Meeting

Date : 09th January 2018

Venue : Conference Room

Members Present: Dr. Anshu Gaur (Chairman), Dr. Ark Verma, Dr. Shankar Prawesh, Mr. Abhishek Singh (Convener), Mr. Siddharth Srivastava, Mr. Gajendra Meena, Mr. Nilay Tiwari, Mr. Adhip Garg, Mr. Chitral Gupta, Mr. Kalpraj Choudhary, Mr. Suryansh Agrawal, Mr. Ganesh Sharma, Mr. Utkarsh Donagive

1. Confirmation of the Minutes of 2nd Hall Executive Meeting

-The Minutes were confirmed without change.

-Link to Minutes of 2nd HEC Meeting:

<http://iitk.ac.in/hall12/pdf/Minutes-of-the-HEC-meeting-held-on-2982017.pdf>

2. Announcement and Remarks, if any

-Hall Website is updated and a notification tab is introduced under the section Hall Office.

-Basic model of Hall App is going to be launched by the end of the month.

-Guest Room Booking portal is updated and will be in function by the end of January. The Warden in Charge pointed out an ambiguity in the subject of the automated reply mail, and directed the President to rectify it.

-The construction of Basketball court and installation of street lights near courts are in progress. It is expected to get completed by end of february.

3. To consider the resignation of Films and Media Secretary and to consider the action to be taken thereof

-The resignation of the Films and Media Secretary was accepted and Mr. Utkarsh Donagive was nominated as the new Films and Media Secretary.

3(2). To consider the officiating nominee for the post of Sports Secretary

-Mr Ganesh Sharma was appointed the officiating nominee for the post of Sports Secretary.

4. To notify the status of purchases done in previous semester and the installation of it.

-The President informed everyone that the washing machines have been bought and need to be installed. He requested Rs 5,000 be sanctioned to buy taps so the machines can be installed. The Maintenance Secretary was directed to make guidelines for the use of the same. The President was also instructed to keep a 3 weeks period to see how many washerman will be required after the washing machines are installed.

-The President also stated that LAN ports need to be installed in the locations where the CCTVs will be installed, which will take some time. The letter for the same is sent to CC through President and it is expected to be installed by mid February.

-The President also informed the HEC that speed breakers will soon be made next to the Hall Gate, and that the uneven road in front of the Hall Gate will be levelled on the same day.

-The President also informed the HEC that the tender for the maintenance of the mess tables has been given to a contractor.

-The President also informed about the total purchase details of previous semester and relevant information is present in the given link-

https://docs.google.com/spreadsheets/d/10sOOC30sO2O8n7AUMHeyvpelGF-7R_9bv-aFTMQt67Y/edit?usp=sharing

5. To consider the proposal of celebration of Hall Day

-The President presented the proposal for the consideration of the HEC. It was decided that the Accounts Secretary, President, and Mess Secretaries will manage the event. It was decided that the coupons will be sold at a 25% discount to Hall Residents and 25% increase for visitors coming from outside. The Chief guests and Hall workers will receive free coupons. The Hall Day is scheduled to be organised on 10th March. The menu was attached with the agenda items.

-It was also decided that limited number of coupon sales shall be permitted on the last day.

6. To consider the arrangements to be made for Republic Day

-It was decided to invite the Dean of Student Affairs(DOSA) , Assistant Dean of Student Affairs(ADSA) , Assistant Dean of Hostel Affairs(ADHA) ,Mr. VP Singh, Mr. RK Verma, Dean of Infrastructure and Planning(DOIP) and Mr. J Sarangi. It was also decided that the Hall ceremony will start 15 minutes after the institute ceremony i.e from 10:30am.

-The itinerary for the event is as follows:

- Flag Hoisting by the Chief Guest. (In case Chief Guest does not come, Warden in Charge and President will hoist the flag)
- Speech by the Chief Guest.
- Distribution of Laddus

7. To consider the purchase of Air Conditioner for Reading Room

-The President informed the HEC that three Tenders have been received for the Air Conditioners. The President was directed to make guidelines for the ACs and it was suggested that fine will be imposed for sleeping in the Reading Room.

8. To consider the purchase of Bio composting for the Mess

-The President presented the proposal of installation of bio composting for the hall mess. Considering that more than 750 residents do their messing in Hall-12 mess, the amount of waste that is generated is sufficient enough to cater the need of manure for gardening and the remaining manure could be sold to farmers and the money earned could be utilised to lower the BDMR. The initial investment for the same is nearly Rs 50,000/- for which a letter through President is sent to Dean of Student Affairs to increase the allotted Dean's Capital Fund to Rs 3,80,000/- from Rs 3,30,000/0.

9. To consider the summary of Mess Empanelment and to inform about the recommendation for the second round

-The Mess Secretaries presented the summary of the Mess Empanelment for the consideration of the HEC. The order of recommendation was Sunshine, Shakti Kitchen, Hospitality, N Kumar Associates and Bedi and Bedi.

10. To consider the request of Inter IIT Cult Meet core team for rebate on coupon charges for messing

-The request was accepted as presented. The rebate came out to be 55 Rupees per day for 3 days for 600 people.

11. To consider the request of students whose cycles have been confiscated by the security personals or the Hall Office

-The requests of the students whose cycles which had been confiscated was considered. It was decided to lower the fine to Rs 150/- from Rs 1,000/-. It was also stated by the Warden InCharge that this is first time liberation and no such liberations from fine will be made in future.

12. To consider the request of general body to have bonfire for the celebration of Lohri

-The request was accepted by the HEC, and the President was directed to make due arrangements. It was also confirmed to make the necessary arrangements for Makar Sankranti.

13. To consider the updates about the work done by the secretaries in previous semester

-The updates were presented by the respective Secretaries.

14. To consider the request of washer mans to increase to rate to Rs 200 for 35 clothes

-The request was accepted as it is. The updated rate list from February is Rs 200 for complete washing of 35 clothes and Rs 100 for ironing of 25 clothes.

15. Any other agenda with the permission of Chair