



# Hall of Residence VIII

Indian Institute of Technology, Kanpur



## Minutes of the 2nd Special HEC meeting

The meeting was convened in the TV Room on 19th May 2016 at 1800 HRS. It was chaired by the Warden In-charge. The meeting was adjourned at 2100 HRS. The attendance is attached.

### **Agenda 1: Ratification of the minutes of the 1st special HEC meeting.**

The minutes of the 1st open HEC meeting were ratified without any change.

### **Agenda 2: Charge handover of mess secretary.**

The elected mess secretary had resigned on his personal grounds and for the fact that he was not available in the campus for than two months. After his resignation Mr. Arunava Sengupta and subsequently Mr Sayandip Ghosh acted as mess secretary. In the recent by-elections held on 15th May 2016, Mr K Kishor Kumar was elected as the mess secretary. Mr Sayandip Ghosh handed over the charge of mess to him.

### **Agenda 3: Review of canteen rate list. -- Canteen Secy.**

The canteen rate list was reviewed. The same would be sent to the estate office for approval and is appended in appendix 1.

### **Agenda 4: Taking stock of the water tank on the rooftop of the mess. -- Acting Mess Secy.**

The acting mess secretary Mr Sayandip Ghosh informed the house that the water tanks on the mess rooftop were in bad condition. They need to be repaired as soon as possible. The president suggested that the same should be put in the DCF proposal.

### **Agenda 5: Fine structure for late payment of mess bill.**

The fine structure for late payment of mess bill was discussed in the house and it was decided that the existing fine structure is correct, keeping in mind its purpose. However, at implementation level, a new column will be added in the mess bill so that amount of fine is known to the resident.

### **Agenda 6: Fine structure for late payment of the other payments to the mess account.**

For the preparation of food on demand in the mess, the payment should be made within one week from the day food served. If the payment is not made within one week, from the next day a fine of Rs 50 per week will be levied on the resident.

**Agenda 7: Air-cooler charges for special cases. -- Maint. Secy.**

The duration for charging the cooler usage is discretized in steps of 15 days instead of 1 month. At every 15 days starting from the 1st and 16th day of a month, a cooler user will pay half of the charges meant for full month.

In case a resident wants to use his non-branded cooler with power rating more than 300 watts but less than 500 watts, the calculation of cooler charges will be made based on the power rating of 500 watts.

**Agenda 8: The doors issue in I-block.**

The curtains will be put on the 2nd and the 3rd floors of I-Block, keeping the doors open all time. For the ground floor, doorstopper will be fitted to avoid keeping the door open unnecessary.

**Agenda 9: New Logo for the hall.**

A mail will be circulated to hall residents for a call to make logo for hall 8.

**Agenda 10: Any other with the permission of the chair.**

- 1) For packing of food for lunch in breakfast in the mess, the feasibility will be verified by the mess secretary and subsequently the relevant information made will be available.



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## Annexure for attendance

S. No.	Name	Designation	Attendance
1	Prof. Krishanu Biswas	Warden In-charge	Absent**
2	Prof. Priyanka Ghosh	Mess Warden	Present
3	Prof. Rajesh Sathiyamoorthy	Maintenance Warden	Present
4	Mr. Bikramjit Sharma	Acting Account Secretary	Absent*
5	Mr. Arunava Sengupta	Canteen Secretary	Present
6	Mr. Anando Gopal Chatterjee	Computer Room Secretary	Absent*
7	Mr. Mohammad Zafar	Cultural Secretary	Present
8	Mr. Srikanth Dasari	Games and Sports Secretary	Present
9	Mr. Pritam Kumar Roy	Gardening Secretary	Present
10	Mr. Himanshu Gupta	Maintenance Secretary	Present
11	Mr. Arunava Sengupta	Acting Mess Secretary	Present
12	Mr. Shailendra K Rathor	President	Present
13	Mr. Gaurav Goswami	Reading Room Secretary	Present
14	Ms Annwasha Dutta	Girls' Representative	Present
15	Ms Nayana Mukherjee	Girls' Representative	Present

\* with prior intimation.

\*\* On leave