Quarter 1-1

Theme	Council Meeting
Activity Name	**IIC Council formation or upgradation (of existing council) at Institute level. Conduct first council meeting.**
Mode of Conduct	Online / Offline
Time	One Day
Mandatory/Elective	Mandatory
Participants *(Online or offline)*	IIC Council Members (Faculty and student members)
Description	Formulate, Upgrade/Revise the IIC Council, Conduct 1st IIC Council Meeting and Upload of 1st Quarter Action Plan with Minutes of Meeting in IIC Portal. • Convene council meeting with all members of IIC council. • The meeting will be chaired by IIC President. • Circulate agenda of meeting to all members in advance. • Discuss and plan about the activities to be done in quarter 1. • Select activities form IIC calendar, MIC driven and plan for self-driven activities. *Note:* ➢ *More MIC Driven Activities may be added on the portal from time to time* ➢ *Schedule activities as it should not coincide with exams or other academic obligations.* • If IIC council wish to add or remove any members from council, they need to pass a resolution and upload as prescribed at: https://iic.mic.gov.in/assets/doc/Resolution_Format.pdf • Add the finalised activities to My Calendar, upload Minutes of Meeting (MOM) and Resolution (if any change is made in the council, this is optional) • For general information dissemination & outreach, post photos of the council meeting on social media platforms

Quaterly Council Metting Details

Upload Scanned Copy of following documents

Date Meeting Conducted 📅   Quaterly Plan * ▼

Resolution
In the form of pdf of max. size 2MB   Choose file   Browse
                                                        Download the template
Quarterly Plan:
PDF(max 2MB)   Choose file   Browse
Minutes of Meeting:
PDF(max 2MB)   Choose file   Browse
Photo of council meeting:
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