



**Meeting Minutes # 2**

DATE: 14/10/2016

TIME: 2:30 PM

LOCATION: ENGR 1A18

Meeting Called By	Gurpreet Singh
Type Of Meeting	2 <sup>nd</sup> Meeting of EGCC Executive and Members, 2016-17 Fall Term
Minutes Taken By	Ahmed Monjurul Hasan
List Of Attendees	<ol style="list-style-type: none"> <li>1. Gurpreet Singh</li> <li>2. Ahmed Monjurul Hasan</li> <li>3. Pooya Navid</li> <li>4. Nripesh Ayer</li> <li>5. Fang Fang</li> <li>6. Afolabi Ayeni</li> <li>7. Vidit Patel</li> </ol>
List Of Absentees	<ol style="list-style-type: none"> <li>1. Gautam Prajjwal</li> </ol>

Discussed Topics	<p>The discussion followed the agenda of the meeting:</p> <ol style="list-style-type: none"> <li>1. Approval of Agenda</li> <li>2. Approval of minutes of the previous meeting Ahmed moved and Nripesh seconded. Afolabi proposed to include a list of Apologies. Motion carried unanimously.</li> <li>3. Planning and Discussion Gurpreet asked all responsible members to prepare events for Oct-Dec period for this year. It would facilitate our tasks 3.1 and 3.2 shown below.             <ol style="list-style-type: none"> <li>3.1. EGCC events calendar for 2016-17 academic year</li> <li>3.2. Inform College of Engineering about the upcoming events</li> <li>3.3. Advertisement on Facebook about the requirement of discipline representative for EGCC. Gurpreet asked Ahmed to post an advertisement on EGCC Facebook page.</li> <li>3.4. SECC event-“Career development and employment supports for engineering students” Gurpreet asked Nripesh to contact SECC for a workshop. Tentative date would be last week of November.</li> <li>3.5. Preparation for students meeting with College of Engineering unit review team in Graduate student lounge, October 17, 2016: EGCC’s responsibility in this event would be to prepare the Graduate Student Lounge, to advertise on Facebook page and other media, to encourage students to come, to raise few important issues related with graduate students etc.</li> </ol> </li> <li>4. Adjourn The meeting was adjourned at 3:30pm.</li> </ol>
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Follow-ups	<p>Navid gave a follow-up on EGCC account set-up on BMO and GSA fund. Gurpreet informed that Dean of the College would meet formally later with EGCC members.</p>
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Assigned actions	Person Responsible	Deadline
Update EGCC Facebook page with latest events and advertisements	VP Communications (Ahmed)	
Contact SECC for a workshop in November Contact Amanda for Safety meeting participation	VP Academic Affairs (Nripesh)	