

Meeting Agenda:

An offline meeting was held on 5th December, 2023 among the convenors and committee members of the cyber hygiene cell Committee for organizing a seminar or webinar on mass awareness on cyber security.

Minutes / Resolution:

1. Members proposed for organizing a webinar on 9th December.
2. Dr. Reshmi Naskar, Assistant Professor, Dept. of Mass Communication St. Xavier's University will deliver an online lecture.
3. Resource person will be contacted by Dr. Priyanka Roy.
4. Proposed title of the webinar is "Cyber Crime and Cyber Security", proposed time slot for webinar 50 minutes.
5. Date and time slot will be finalized after consulting with the speaker and the seminar committee.
6. All the official formalities related to the program will be done by Dr. Poulami Khan.
6. Write up for the programme report will be written by Dr. Priyanka Roy.
8. Overall organization and communication with IT for the program will be done by Dr. Arundhati Ganguly.
9. Vote of thanks will be given by Dr. Sanchita Sanyal.
7. The flyer has to be designed by Somnath Das, IT office.
8. The programme will be live on official YouTube channel of the college.
9. The programme schedule is finalized with the suggestions of all the members.
10. The link for the programme will be shared by the IT Department of the college.
11. The internal members of the committee, speakers and Higher Authority will join on Google Meet.
12. All the other faculty members and students will join on YouTube.

Members Present:

Dr. Sraboni Roy

Dr. Tapti De

Dr. Arundhati Ganguly

Dr. Poulami Khan

Dr. Priyanka Roy

Dr. Kuntal Kanti Goswami

Dr. Debastuti Dasgupta

Dr. Bidisha Maitra Sen