IEEE Student Branch BITM

BALLARI INSTITUTE OF TECHNOLOGY & MANAGEMENT
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**Minutes of the Meeting**

Date: 15th October, 2025

Time: 01:15 PM to 01:45 PM

Platform: In Person

Organized by: IEEE Student Branch, BITM

Branch Counselor: Dr. Abdul Lateef Haroon P S

Meeting Chair: Rehmath Unissa

Number of Attendees: 40

Minutes Prepared by: Chetana.M.M, Secretary, IEEE SB

**Agenda of the Meeting**

Disclosure of position holders of IEEE members for the year 2025-2026.

**Discussion Summary**

1. Welcome Address

Delivered by: Dr. Abdul Lateef Haroon P S

Opening remarks and introduction to the purpose of the meeting.

Brief overview of the IEEE Student Branch’s mission and activities.

2. Introduction to the New IEEE Term

Outline of objectives for the upcoming academic year.

Discussion on expected contributions and growth of the branch.

3. Disclosure of IEEE Student Branch and Society Position Holders

Presented by: Dr. Abdul Lateef Haroon P S

Official announcement of the newly appointed/executive members.

Introduction of each position holder with their designated role and tenure.

Brief overview of responsibilities associated with each position.

4. Address by the Ex-Chairperson-Rehmath Unissa

Sharing experiences and insights from the previous tenure.

Words of encouragement and guidance to the incoming committee.

Reflection on milestones achieved and lessons learned.

5. Address by the Newly Elected Chairperson-A.Ananda

Outline of the vision, goals, and plans for the term.

Commitment to advancing IEEE’s values and member engagement.

7. Discussion on Upcoming Plans and Events

Overview of proposed technical events, workshops, and community initiatives.

Invitation for suggestions and ideas from members.

8. Open Discussion / Interactive Session

Platform for members to express ideas, feedback, and queries.

Encouragement for collaborative participation.

9. Vote of Thanks

Delivered by: Aaftab Zohra

Expression of gratitude to faculty, management, and all participants.

Formal conclusion of the meeting.

**Outcome of the Meeting.**

The meeting successfully announced the new IEEE Student Branch position holders for the academic year [2025-2026]. The ex-chairperson shared insights from the previous term, and the IEEE Branch counselor motivated the new team. The newly elected chairperson outlined plans for upcoming activities. Members shared ideas for future events, and the session concluded with a vote of thanks, marking a smooth transition of responsibilities.