

Pratibha Institute of Business Management, Pune
Minutes of Meeting

Institute Innovation Centre

Date:-18/08/2023

Time: 11:30am - 12.50 pm

Venue: PIBM Conference

1	Introduction of Coordinators & Committee Members
2	Roles and Responsibilities
3	1st Semester Calendar
4	1st Semester Events
5	Any other points
Agenda Points	Description
1	Prof Gururaj Dangare welcomed all the coordinators and members of IIC on their first meeting
2	All the Coordinators of the respective heads along with their team members introduced themselves
3	A Detailed discussion was done for finalizing the 1rd Quarter of 1nd semester calendar activity for IIC activities to others teams of IIC.
4	A Discussion was done for finalizing the semester calendar for IIC activities as their semester have very less days due to delay in the commencement of 1st year.
5	All the semester events along with dates and resource person were decided in the meeting only and the person responsible for conducting the events have also been decided
6	The meeting was adjourned after the vote of thanks to the chairman of the meeting.



Taken by: Dr. Mahima Singh

Next meeting Date: 01/12/23

