

# MINUTES OF THE HOSTEL MANAGEMENT COMMITTEE MEETING

DATE : 12<sup>th</sup> March 2024

VENUE: Principal's Chamber, Assam Engineering Institute, Guwahati-3.

A Hostel Management Committee (HMC) meeting was held on 12/03/2024 at 3:00 p.m. under the chairmanship of Dr. Hitesh Tahbaldar, Principal, Assam Engineering Institute, Guwahati with a view to discuss about various issues related to hostel/mess/students as per the agenda stated below.

## Agenda of the meeting:

1. Review of previous minutes.
2. Exception of mess dues
3. Food Quality.
4. Miscellaneous

## Members Present:

1. Dr. Hitesh Tahbaldar, Principal, AEI
2. Mr. Dilip Kumar Baishya, Supdt. Hostel No. 4
3. Dr. Sayeedul Islam, Supdt. of Hostel No. 1, AEI
4. Mr. Khanindra Nath Keot, Asst. Supdt. of Hostel No. 2, AEI -
5. Mr. Nilutpal Sarmah, Asstt. Supdt. of Hostel No. 1, AEI
6. Ms. Suman Chauhan, Junior Assistant.
7. Dhiman Deori, Assistant General Secretary
8. Kingkiri Rabha, Monitor, Girls Hostel.

## The following issues were discussed in the meeting in the meeting:-

- 1) The Principal received application from 21 number of students who are keeping Ramadan fast and they requested to exempt their mess fees. The committee decided to reduce the mess fees of these 21 students to half for one month.
- 2) The committee decided to inform the students keeping Ramadan fast to keep their food which they will eat in the morning and evening preserved with themselves and not to leave the hostel after 7 PM and before 5 AM..
- 3) The Hostel Superintendent of Hostel No. 2 informed that two (02) numbers of bed are required in the Hostel No.2. The Principal, AEI, decided to purchase the bed
- 4) The Committee decided to provide the Airtel Dish TV Connection in all the four hostels of the Institute. The connection is for one whole year @ Rs.3000/-. The total cost will be Rs. 12000 /- which will be borne from the Hostel Management fund.
- 5) The students complained that despite the increase in the mess dues the quality of food has not improved and the near expired food are being served. The committee decided to take strict measures against the mess food dealers and took a resolution to monthly inspect the food being served in the mess.
- 6) The committee also decided that if after monitoring the quality doesn't improves than the hostel mess will be handled by the respective Hostel Superintendents.

Member Secretary  
Hostel Management Committee  
Assam Engineering Institute, Guwahati

Principal  
Assam Engineering Institute,  
Guwahati

*(Handwritten signatures)*


no. AEI/HMC/2024/815

dated: 15/3/2024.

- i)
- ii)
- iii)


The Director of Technical Education, Assam for kind information.  
All members of Hostel Management committee AEI  
Accounts Section, Assam Engineering Institute, Guwahati

  
Dr Hitesh Tahbildar  
Principal, AEI


  
Mr. Dilip Kumar Balshya  
Member Secretary


  
Dr. Sayeedul Islam  
Member

  
Mr. Khanindra Nath Keot  
Member

  
Mr. Nilutpal Sarmah  
Member

  
Suman Chauhan  
Jr. Assistant

  
Dhiman Deori  
Student Member

  
Kingkiri Rabha  
Student Member