

ASSAM ENGINEERING INSTITUTE

অসম অভিযান্ত্রিক প্রতিষ্ঠান

Hostel Management Committee Meeting

Date: 07/09/2024 Time: 3.30 PM

A meeting of Hostel Management Committee was held in Principal's Chamber of Assam Engineering Institute at 3.30 PM on 07/09/2024 to discuss regarding issues of Hostels of AEI. In the meeting the following members were present:

1. Dr. Hitesh Tahbildar, Principal, AEI.
2. Dr. Sayeedul Islam: Hostel Supdt., Hostel no-1
3. Mr. Utpal Kalita: Hostel Supdt. of Hostel no-2
4. Mr. Dilip Baishya: Hostel Supdt. of Hostel no-4
5. Mr. Nilutpal Sarma: Asstt. Hostel Supdt. of Hostel no-1
6. Mr. Hemanta Kr. Nath: Asstt. Hostel Supdt. of Hostel no-2
7. Mr. Mandeep Barman: Asstt. Hostel Supdt. of Hostel no-4

After thorough discussion regarding issues of hostels of Assam Engineering Institute, Guwahati-03, the following resolutions were taken:


1. The Hostel Rules (Annexure-I) was accepted by all members of the HMC.
2. The committee members agreed that a hostel student database is to be collected and kept with respective Hostel Supdt. and one copy with Principal. The design form proposed by Mr. Utpal Kalita is accepted by all members.
3. The committee members suggested that a register is to be made to maintain entry and exit of the hostel boarders after 7.00PM and whole day on holidays. A format suggested by Mr. Utpal Kalita is modified and accepted by the members.
4. The committee members emphasized that all hostels should be cleaned before NBA visit on 4th -6th Oct'24. Required chun (Limestone) should be applied where ever necessary and all necessary repairs should be done promptly.
5. A water connection is to be made from Guest House to Hostel No.4 to reduce dependency on JICA water supply. The committee members agreed.
6. A new 2000Ltr water tank is to be installed at Hostel No.1 to meet the water requirements of the boarders. The committee members agreed.
7. Mr. Dilip Baishya requested that the damaged water taps in the mess hall of Hostel No.4 and damaged switch boards of all hostels should be repaired. The committee members agreed.
8. The following requirements were given by the Hostel Supdts. On urgent basis:
 - a. Girls' Hostel:6 Nos. of fans
 - b. Hostel No.1: 6 Nos of fans
 - c. Hostel No.2: 4 Nos. of fans
 - d. Hostel no.4: Dustbin-3 Nos, First Aid Box-1

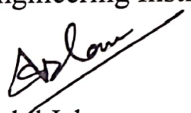
9. The committee members discussed the need for purchase of furniture for the newly constructed Girl's Hostel to accommodate newly admitted students and the following rough estimate was made:


a. Beds: 16 Nos:	Rs.4500 each	: Total: Rs.72,000/-
b. Table: 16 Nos:	Rs. 2700 each	: Total Rs. 43,200/-
c. Chair: 16 Nos:	Rs. 450 each	: Total Rs. 7200/-
d. Alna: 16 Nos:	Rs. 1500 each	: Total Rs. 24000/-
e. Water supply connection:	:	Rs,25000/- approx.
f. Anti Termite Treatment	:	Rs. 10,000/- approx.
g. For Temporary approach	:	Rs.6000/- approx.
h. <u>Aquaguard- 1 Nos</u>	:	<u>Rs. 10,000/- estimated</u>


Grand total : Rs. 2,03,400/-


10. The committee members agreed that a corridor between Two Girls' Hostel is to be made urgently as well for safe accommodation of girl students.



Dr. Hitesh Tahbildar
Principal,
Assam Engineering Institute



Dr. Sayeedul Islam
Hostel Supdt., Hostel no-1


Mr. Nilutpal Sarma
Asstt. Hostel Supdt. of Hostel no-1


Mr. Mandeep Barman
Asstt. Hostel Supdt. of Hostel no-4


Mr. Dilip Kr. Baishya
Chairman, Hostel Management Committee,
Assam Engineering Institute


Mr. Utpal Kalita
Hostel Supdt. of Hostel no-2


Mr. Hemanta Kr. Nath
Asstt. Hostel Supdt. of Hostel no-2