



Minutes of the Meeting

**Name of the Meeting:** E-Cell Meeting

**Date:** 12/03/2026

**Time:** 4:00 PM to 5:00 PM

**Attendees:** Mr. Yuvraj Dhanjani (General Secretary)  
Ms. Khushi Vishnoi (Joint Secretary)  
Mr. Khushpal Singh (Deputy Secretary)

**Media Team :** Ms. Shelly Choudhary (Head), Mr. Rounak Khatri, Mr. Bharat Soni, Mr. Lakshay Gupta, Mr. Anubhav, Mr. Shubham, Mr. Saransh, Ms. Lopa Mudra, Ms. Injla Shariq.

**Operation Team :** Ms. Vaishnavi Kushwaha (Head), Mr. Chirag, Mr. Rudra, Ms. Neha, Ms. Vanshita, Ms. Rishita, Mr. Aryan, Ms. Shreya, Ms. Vanshika, Ms. Naveena.

**Public Relations :** Ms. Medha Saraswat (Head), Ms. Kumari Rachna (Coordinator), Ms. Dishita Choudhary, Mr. Priyam Nahar, Ms. Akshita Mahipal, Ms. Chikuri Pavani, Mr. Sai Charan.

**Marketing Team :** Ms. Jasmeen Bhambhu (Head), Mr. Kunal Khatri (Coordinator), Ms. Preksha, Ms. Nidhi Mehta, Mr. Atharv Grover, Ms. Nandini Jangid, Mr. Imroz Sheikh, Mr. Rehan Sharma, Ms. Khushi Shetty, Ms. Nandini Manwar.

**Finance Team :** Mr. Rohit Kachwaha (Finance Head), Mr. Shlok Rathore, Ms. Ritusri Roy, Ms. Mouli Batham, Ms. Gouri Garg.

**Technical Team :** Ms. Sanchi Sharma, Ms. Akshita Saxena.

**Absentees:**

**Media Team :** Ms. Palal Khandelwal, Ms. Khushi Rathore.

**Operation Team :** Mr. Anuj Yadav (Operation Coordinator), Mr. Vaibhav, Mr. Aftab, Ms. Ishita, Ms. Shelly, Mr. Vikram.

**Public Relations :** Ms. Hansika, Ms. Suhana, Ms. Amisha, Ms. Deshna, Ms. Krishna, Mr. Piyush, Ms. Rinku, Ms. Sania, Ms. Shambhavi.

**Marketing Team :** Mr. Aditya, Ms. Khushi Rewani, Ms. Trisha Sharma, Mr. Vanchan.

**Finance Team :** Mr. Dev Rathore, Mr. Mayank Jain, Mr. Harsh Singh Chouhan, Ms. Arpita Katara.

**Technical Team :** Mr. Nakshatra Sharma (Head), Mr. Yash Jain, Mr. Kabir Katara.

**Agenda:**

- Discussion on new operational changes in the Entrepreneurship Cell (E-Cell).
- Introduction of meeting updates through the E-Cell website calendar.
- Monthly team meetings by heads and coordinators.
- Recruitment of new members.
- Discussion of upcoming event IDEATHON.

***Proceedings:***

□ ***Communication and Feedback System***

The E-Cell website will act as the main platform for all official updates related to meetings, events, and other activities. Meeting information will be shared through official website as well as WhatsApp. Feedback from members will be collected through the website and also after every meeting by the respective Head and Coordinator.

□ ***Meeting Updates and Website Calendar***

It was announced that the E-Cell website will include a calendar where all meeting updates will be posted. Both formal and informal meetings will be mentioned. Heads and Coordinators will decide the meeting day. All members are expected to stay updated through the website.

□ ***Monthly Team Meetings***

Each Head and Coordinator must conduct a meeting with their respective team members once every month. These meetings will help maintain communication within the team and may include discussions or small activities for better interaction among members.

□ ***Recruitment of New Members***

Recruitment will be conducted according to the requirements of each team. Heads and Coordinators will select candidates for their teams. Recruitment for hostellers and day scholars will be conducted on different dates to ensure the process is organized and smooth.

□ ***Ideathon Planning***

Discussion was held regarding the Ideathon, where the main focus will be on ***Idea Pitching*** and ***Fund My Venture***. The event was explained, and suggestions were taken from the previous event to improve the upcoming event.

***Conclusion:*** The meeting concluded with several important decisions aimed at improving communication, organization, and participation within the Entrepreneurship Cell. The introduction of the website calendar, structured monthly meetings, organized recruitment process, and clear responsibilities for event management will help strengthen coordination among all teams. Members were encouraged to actively contribute to upcoming events and follow the new communication and meeting guidelines.

***Submitted By:*** Ms. Dishita Choudhary

***Approved By:*** Mr. Yuvraj Dhanjani (General Secretary)

**Photos:**

