

FOUNDING MEETING MINUTES

Club: Tech & AI Innovation Club

College: Tech AI College of Management & Law, New Baneshwor, Kathmandu, Nepal

Meeting: Founding Meeting for the Establishment of the Club

Date: 13 September 2026

Time: 08:30PM

Venue: Tech Ai College, New Baneshwar Kathmandu

Chairperson: Sunil Babu Adhikari

Participants:

Bikash Kadayat
Sadikshya Bhattra
Nirmal B.K
Sambridhi Subedi
Sanjita Shrestha
Suman Karki
Raj Adhikari

Agenda

1. Introduction and purpose of the meeting.
2. Presentation of the concept and proposal for the Tech & AI Innovation Club.
3. Discussion of the Club's vision, mission, objectives, and departments.
4. Formation of the initial Executive Committee.
5. Confirmation of the Faculty Advisor / Mentor.
6. Decision to submit the establishment documents to the college administration.

Discussion

The Chairperson opened the meeting and explained the purpose of establishing a student-led technical club. The proposal for the Tech & AI Innovation Club was presented, covering the background and rationale, the vision and mission, the six functional departments (AI & Data Science; Software Development; Cyber Security; Programming & Problem Solving; Media & Outreach; Events & Partnership), the operational cadence (weekly, monthly, and semester), the membership structure, and the lean budget and sustainability model.

The founding members discussed the proposal and expressed support for the establishment of the Club. The Executive Committee structure and the roles and responsibilities of each position were reviewed and agreed upon. The members also discussed the requirement that all activities be conducted within the rules and policies of the college.

Decisions / Resolutions

1. It was resolved to propose the establishment of the Tech & AI Innovation Club as an official student club of the college.
2. The initial Executive Committee was formed as recorded in the Executive Committee Formation Document.
3. The Faculty Advisor / Mentor was confirmed, subject to their written consent and college approval.
4. It was resolved to submit the complete set of establishment documents to the college administration for approval.

Resolution: *“The founding members unanimously agreed to propose the establishment of the Tech & AI Innovation Club as an official student club of Tech AI College of Management & Law, subject to approval by the college administration.”*

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Signature
Chairperson
Name: Sunil Babu Adhikari
Date: 13 September 2026

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Signature
Secretary / Minute-taker
Name: Sambridhi Subedi
Date: 13 September 2026