



RISE KRISHNA SAI PRAKASAM GROUP OF INSTITUTIONS::ONGOLE

(Approved by AICTE-NEW DELHI, Affiliated to JNTUK KAKINADA)

NH-16, Valluru,-523272, Ongole, Prakasam District, A.P

Professional Society Coordination Committee

Date: 10-10-2018

CIRCULAR

This is to inform to all the Professional Public Relations, Press &Media, and Publication Committee members that a meeting is scheduled on 13-11-2018 at 10.30 AM in T&P Room. All the members are requested to attend the meeting without fail.

AGENDA:

1. To finalize the functionalities of the Committee.
2. To finalize the roles and responsibilities of the coordinator and members.
3. To plan the events to be organized.

S.No.	Faculty Name	Department	Role	Signature
1	Syed Abdul Rahim	ECE	Coordinator	
2	Y. Sandhya	CSE	Member	
3	T. Madhavi	EEE	Member	
4	K. Somaiah Chowdary	ME	Member	
5	P. Divya	CIVIL	Member	
6	V.V.Bhaskara rao	S&H	Member	
7	R.Koteswarav Rao	MBA	Member	
8	Shaik Yakub Basha	MCA	Member	

COORDINATOR



Copy to:

1. PA to Principal for filing.
2. All HOD's
3. All Committee Members



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NH-16, Valluru,-523272, Ongole, Prakasam District, A.P

Public Relations, Press &Media, Publication Committee

Date: 13-11-2018

MINUTES OF MEETING

With Reference to the circular dated 13-11-2018 the press and media committee members assembled in Room No TF-4 to plan academic and administrative activities for A.Y 2018-19.

AGENDA:

16. Review and Assessment of all academic and other activities during last academic year (2017-18).
17. New initiatives for the academic year 2018-19
18. Any other matter with the permission of the chair.

The following members attending the meeting

S.No	Name	department	Role	Mobile no	Signature
1	Syed Abdul Rahim	ECE	Coordinator	9490653863	
1	Y. Sandhya	CSE	Member	7989789278	
2	T. Madhavi	EEE	Member	7382568440	
3	K. Somaiah Chowdary	ME	Member	9000024324	
4	P. Divya	CIVIL	Member	7989789278	
5	V.V.Bhaskara rao	S&H	Member	8179269545	
6	R.Koteswarav Rao	MBA	Member	8096104926	
7	Shaik Yakub Basha	MCA	Member	9182687736	

The following points were discussed during the meeting and the minutes were recorded as below.

16. The coordinator Mr. Syed Abdul Rahim welcomed the members of the committee who had assembled for finalizing the functions of the committee.
17. The committee has finalized the roles and responsibilities of the coordinator, department coordinator/members.
18. After discussing with all the members, functions and facilities of the press and media were framed and finalized.



Coordinator



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NH-16, Valluru,-523272, Ongole, Prakasam District, A.P

Professional Society Coordination Committee

Date: 20-03-2019

CIRCULAR

This is to inform to all the Professional Public Relations, Press &Media, and Publication Committee members that a meeting is scheduled on 20-03-2019 at 10.30 AM in T&P Room. All the members are requested to attend the meeting without fail.

AGENDA:

1. To register students in professional bodies.
2. To plan the events to be organized.

S.No.	Faculty Name	Department	Role	Signature
1	Mr.Syed Abdul Rahim	ECE	Coordinator	
2	Y. Sandhya	CSE	Member	
3	T. Madhavi	EEE	Member	
4	Mr.K. Somaiah Chowdary	ME	Member	
5	P. Divya	CIVIL	Member	
6	Mr.V.V.Bhaskara rao	S&H	Member	
7	Mr.R.Koteswarav Rao	MBA	Member	
8	Mr.Shaik Yakub Basha	MCA	Member	

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Public Relations, Press &Media, Publication Committee

Date: 20-03-2019

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Coordinator