



# 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

## Alumni Coordination Committee

### MINUTES OF MEETING

Following are the minutes of Alumni Cell meeting held on 29-08-2016 at 1:30pm in CP LAB-3

#### Agenda:

- To discuss Objective of the Committee.
- To spread information to student coordinators
- To identify the functions and responsibilities of each member of a committee

During the meeting the following members were present

S.No.	Faculty Name	Department	Role	Signature
1	Mr. D.Rajesh	CSE	Coordinator	
2	Mrs. K.Chandrika	S&H	Member	
3	Mr. N.Siva Prasad Rao	CIVIL	Member	
4	Mrs. N Surekha	EEE	Member	
5	Mr. K.Rajesh Guptha	ME	Member	
6	Mr. D Nayab Rasool	ECE	Member	
7	Mr. K.V Ramesh	MBA	Member	
8	Mr. AV. Ramana	MCA	Member	

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

#### Minutes:

1. Discussed about the objectives of the committee.
2. Discussed about the spread the information to the students.
3. Take Suggestions from the members how to implement the functions of the committee,
4. Identify the Roles and responsibilities of the members and students.

PRINCIPAL  
RISE KRISHNA SAI PRAKASAM  
GROUP OF INSTITUTIONS  
VALLURU - ONGOLE

Coordinator