



# 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

Date: 04-08-2018.

### MINUTES OF MEETING

With Reference to the circular dated 02-08-2018 the Alumni Coordination Committee has been assembled in T & P Room for ACC plan of activities for A.Y 2018-19.

#### 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.

During the meeting the following members were present

S.No.	Faculty Name	Department	Role	Phone no.	Signature
1	Mr. V.Harshitha	Civil	Member	8328415821	Harshitha
2	Mrs.G.Sahiti	EEE	Member	9553689313	Sahiti
3	Mr.K.Rajesh Gupta	ME	Member	9398474837	Rajesh
4	Mr.D.Nayab Rasool	ECE	Member	9490191021	D.Nayab Rasool
5	Mr.E.Akhil Babu	CSE	Member	8465999059	Akhil Babu
6	Mr.R.Koteswara Rao	MBA	Member	8096104926	R.koteswara Rao
7	Mr.A.V.Ramana	MCA	Member	9848792383	Ramana

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

1. The Coordinator Mr. D.Rajesh welcomed the members of the committee who had assembled for finalizing the functions of the committee.
2. The coordinator suggested the committee members to depute 2 student members in each department for ACC and give their names to coordinator.
3. After discussing with all the committee members the finalized functions and facilities of the ACC are framed and finalized.
4. Also, the committee has finalized the roles and responsibilities of the Coordinator, Department coordinators/member and Student members.
5. The coordinator suggested the members to plan the events to be organized in this academic year and prepare the year plan for A.Y 2018-19.

  
PRINCIPAL  
RISE KRISHNA SAI PRAKASAM  
GROUP OF INSTITUTIONS  
VALLUR - ONGOLE.

  
Coordinator