



Minutes of ICC meeting held on 13.09.2023

Agenda :

1. Overview of the previous year activities
2. To discuss the events to be conducted for 23-24
3. To discuss roles and responsibilities for all the events.
4. Any other

Members Present :

S.No	Name	Signature
1	Mrs T Aparna, Asst Professor, IT Department , Coordinator , ICC	
2	Dr P. Aparna, Prof and HOD, H&M Department, Member	
3	Dr.M.V.L. Surya Kumari, Physical Directress , Member	
4	Mrs Bhageswari Ratkal, Asst Professor, CSE Department, Member	
5	Mrs K Swarna Latha, Asst Prof, EEE Department, Member	
6	Mrs T Sunita, Asst professor, ETE Department, Member	
7	Mrs M Sreevalli. Asst Prof, BS Department, Member	
8	Ms. K.Swathi, Asst Professor ECE Department, Member	
9	Ms. Hiranmayi , Asst Prof , Mech Department	

Following are the points discussed :

1. The summary of the previous year events was discussed . And it was observed that all events were successful with full attendance.
2. It was noted that students were not responding properly to the feedback links circulated to them after the events . Therefore , it was decided to take feedback at the venue of the event itself from now on.

PRINCIPAL



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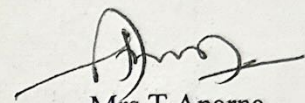
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3. The coordinator informed the members that there was a need for creating more awareness on the committee existence and purpose. So as to do this , it was decided that apart from the induction program sessions for first years , undertakings shall be taken from all the students and staff of the college.
4. Undertakings shall be taken through Google Forms online. The department staff and student Coordinators a responsible for circulating the google forms.



Mrs T. Aparna
Coordinator

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