

**ATRIA INSTITUTE OF
TECHNOLOGY**

MEETING MINUTES

Meeting Name:	Alumni Committee Meet		
Date of Meeting:	28-NOV-2020	Time:	9:00am – 12:00pm
Minutes prepared by	Dr. Aishwarya P	Location:	Online-Google Meet

1. Meeting Objective

- To consider and approve the initiatives for change in name and by laws of Alumni Association

Attendee

Faculty

Dr. K V Narayanaswamy, Dr. Aishwarya P, Dr.Surendra
Mrs Vasanthi S , Mr.Rajendra, Mrs. Pallavi N,
Mr.Somesh ,
Mrs. Archana Motta, Mrs. Madhushree, Mr.Suha B, Mr.Srinivas B V,
Alumni: Mr.Ameenualla, Mr. Arvind T, Mr. Tarun Bhaskar,

Agenda Items

- Organizing Alumni meet frequently and at different location.
- Association of more Alumni members for lectures and guidelines.

Decisions

1. To discuss all previous work and contribution of each department and their contribution. (As per the last minutes of meeting each department has to involve few alumni members.)
2. Issue of formal ID Card to all office bearer)
3. Initiate contribution of funds by prominent Alumni for helping poor students.
4. Initiate a face book page.

Action Items

Approval for major initiatives to be implemented including the forthcoming Alumni meet Dec 2021

Alumni Mechanism

- Review general concepts and goals of the Alumni/Alumnae Association
- Outline Alumni/Alumnae Association functions
 - A. Communication (newsletters, mailings, directories, etc.)
 - B. Activities
 - C. Fund raising
 - D. Scholarships and fellowships
 - E. Assistance in Alumni/Alumnae coordinator programming
- Identify short- and long-term needs
- Establish projected expenditures and due's structure
- Solicit areas of interest and capabilities
- Nomination and election of Alumni/Alumnae Association officers
- Appointment of a committee to draw up the by-laws or organizational outline



- Appointment of other committees and delegation of responsibilities (communications, recognition, events, recruiting, etc.)
- Set date, time and location for follow-up meeting

Other Notes and Information

To consider and deliberate upon the Vision and Mission Statement of Atria. I.T

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Dr. Aishwarya P
HOD CS&E
Convener-Atria Alma matter

A handwritten signature in black ink, appearing to read 'K V Narayanaswamy'.

Dr.K V Narayanaswamy
Principal
Atria Institute of Technology