



**Atria Institute of Technology**  
**MINUTES OF MEETING**

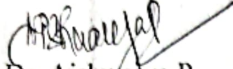
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|---|-----------------------|
| <b>Meeting Name:</b>  | Alumni Committee Meet |
| <b>Date of Meeting:</b>   | 11- June 2022         |
| <b>Minutes prepared by</b>  | Dr. Aishwarya P       |
| <b>Time:</b>  | 9:00am – 12:00pm      |
| <b>Location:</b>  | Board Room            |
| <b>1. Meeting Objective</b>   |                       |
| To let the alumni gain knowledge about college and institution.   |                       |
| <b>2. Attendee</b>  |                       |
| <b>Faculty</b><br>Dr. T N Sreenivasa, Dr. Aishwarya P, Dr. shanthi Mahesh, Dr. Rajendraprasad, Dr. Jayashima, Dr. Arun Balodi, Mrs Vasanthi S, Mrs. Pallavi N ,Mrs. Archana Motta, Mrs. Shalini,<br>& Alumni of various department with all executive council members   |                       |
| <b>3. Agenda Items</b>  |                       |
| To let the alumni gain knowledge about college and institution.   |                       |
| <b>4. Decisions</b>   |                       |
| In dissemination of college vision and mission<br>College progress and department progress  |                       |
| <b>5. Action Items</b>  |                       |
| Disseminate information regarding the Alma Mater, to the graduates, faculties and students to the Alumni and progress of college  |                       |
| <b>6. Alumni mechanism</b>  |                       |
| <ul style="list-style-type: none"><li>• Review general concepts and goals of the Alumni/Alumnae Association</li><li>• Outline Alumni/Alumnae Association functions<ul style="list-style-type: none"><li>• A. Communication (newsletters, mailings, directories, etc.)</li><li>• B. Activities</li><li>• C. Fund raising</li><li>• D. Scholarships and fellowships</li><li>• E. Assistance in Alumni/Alumnae coordinator programming</li></ul></li><li>• Identify short- and long-term needs</li><li>• Establish projected expenditures and due's structure</li><li>• Solicit areas of interest and capabilities</li><li>• Nomination and election of Alumni/Alumnae Association officers</li><li>• Appointment of a committee to draw up the by-laws or organizational outline</li><li>• Appointment of other committees and delegation of responsibilities (communications, recognition, events, recruiting, etc.)</li><li>• Set date, time and location for follow-up meeting</li></ul> |                       |
| <b>7 Registration Date</b>  |                       |



30-June-2020


**Other Notes and Information**

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

  
Dr. Aishwarya P  
HOD CS&E

Convener-Atria Alma matter

Dr. Aishwarya P  
Professor & Head CSE  
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Dr. T N Sreenivasa  
Principal

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