

## MEETING 01

PROPOSED MEETING ON

TO BE PRESENT: DIRECTOR, PRINCIPAL & AUTHORS

### Agenda:

- 1) To gather the opinion of Heads of the Departments regarding the formation of Alumni cell.
- 2) To give an appropriate name for the Alumni Association.
- 3) To discuss the process of selection of Alumni students for various positions in the proposed Alumni Association.
- 4) To discuss the process of registration of Alumni association under Societies Registration Act.
- 5) To take the suggestions from heads of departments regarding Alumni association formation.

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PRESENT: DIRECTOR, PRINCIPAL & ALL HOD'S

MINUTES OF MEETING CONDUCTED ON 08-04-2019

### Minutes of Meeting:

- 1) All the heads of Departments proposed to form an Alumni Cell titled "V.K.R Alumni Association".
- 2) It is decided to make calls by the class incharges and take down the names of the passed out students who are interested to be in the Alumni Association as President, Vice-President, Secretary, Joint Secretary, Treasurer, Co-Treasurer and as Executive members.
- 3) To see that the Alumni association has the graduate students from all branches.
- 4) It is proposed to have 10 Executive members for the smooth functioning of Alumni cell.
- 5) It is discussed to select the Alumni for various positions in the association either by Election or Unanimous selection.
- 6) It is decided to frame the purpose, Aims and objectives in the next meeting.

## Signatures:

1. Sri B. Kalyan Kumar Gauri :

Director :

B. Kalyan Kumar

2. Dr. S.H.V. Prasad Rao Gauri :

Principal :

S.H.V. Prasad Rao  
8/4/2019

Sri. KOLLIPARADURGA PRASAD Gauri :

(HOD, CIVIL DEPARTMENT)

15.7.2019

Sri G. MURALI KRISHNA Gauri :

(HOD, EEE DEPARTMENT)

G. Murali Krishna  
8/4/2019

Dr. G.V.N.B. Prabhakar Gauri :

HOD, MECHANICAL DEPARTMENT

G.V.N.B. Prabhakar

Sri. Ch. Sri Lakshmi Gauri :

HOD, ECE Department

Ch. Sri Lakshmi

Sri. G. Venkatasataram Gauri :

HOD, CSE Department

G. Venkatasataram

~~Dr.~~ Dr. V.J. Ranga Gauri :

HOD, FED Department

V.J. Ranga

Sri. N. Muthyalu Gauri :

HOD, MBA Department

N. Muthyalu

Mr. D. Dileep (President) :

D. Dileep

Mr. G. Rajasekhara Reddy (Vice President) :

Mr. K. Mani Paul (Secretary) :

Mr. T. Hithesh - Co-Secretary - T. Hithesh

Mr. K. Tejaswi - Treasurer -

Mr. K. P. Prasanna Kumar - Co-treasurer -

8/4/2019  
K. P. Prasanna Kumar

MEETING : 2

## PROPOSED MEETING ON

TO BE PRESENT: DIRECTOR, PRINCIPAL, &amp; HOD'S

Agenda:

- 1) To discuss the process of the proposed V.K.R Alumni Association.
- 2) To go through the list of the interested students who wish to be the active members of the proposed Alumni Association.
- 3) To select the Alumni students for desired positions either by electing or unanimously.
- 4) To frame the purpose, Aims and objectives of the Alumni Association.

PRESENT: DIRECTOR, PRINCIPAL, & ALL HOD'S

MINUTES OF MEETING CONDUCTED ON 15-04-2023

### Minutes of Meeting:

- 1) List of the students who showed interest to be the members of Alumni Association are presented to the Director and Principal by the Heads of Departments.
- 2) The members for various positions are discussed by all the Heads of Departments and were selected unanimously by all the Heads of Departments.
- 3) The proposed list of various positions of Alumni Association were presented to director and principal.
- 4) The director and principal gave their consent regarding all the members for various positions of the Alumni Association which were unanimously elected and elected by the Heads of Departments.
- 5) The purpose of forming the Alumni Association as well as the Aims and Objectives of the Association are framed in the meeting.
- 6) The secretary and Treasurer will be the key persons to do the financial transactions.
- 7) In case of non-availability of president or the Treasurer, the vice-president and Co-treasurers will take initiative.
- 8) The secretary and joint secretary will play key role in initiating the passed out students to join the Alumni Association.
- 9) The secretary and Joint secretary has to take initiative in conducting the meetings wherever and whenever necessary.
- 10) The Executive Members will be a bridge between the Association, Alumni students,

College, University and society as well.

They also take the lead in the practical implementation of the Aims and Objectives of the Alumni Association.

- 1). The final list of the members of the Alumni Association are to be called for the next meeting to take their undertaking for further proceedings such as Registration of the Association and presenting themselves for the Registration to the Registrar with necessary documents.

## Signatures :

1. Sri. B. KALYAN KUMAR Gauri

Director : B. Kalyan Kumar

2. Dr. S. H. V. PRASADA RAO Gauri

PRINCIPAL :

*S.H.V.P.*  
15/4/2021

Sri. Kollipasa Durga Prasad Gauri : 15.4.2021  
(HOD, CIVIL DEPARTMENT)

Sri. G. Murali Krishna Gauri : G. Murali  
HOD, EEE Department

Dr. G. V. N. B. Prabhakar Gauri : G. V. N. B. Prabhakar  
HOD, MECHANICAL DEPARTMENT

Sri. Ch. Sri Lakshmi Gauri : Ch. Sri Lakshmi  
HOD, ECE Department

Sri. G. Venkateswaram Gauri : G. Venkateswaram  
HOD, CSE Department

Dr. V. J. Devaraj Gauri : V. J. Devaraj  
HOD, FED Department

Sri. N. Muthyalu Gauri : N. Muthyalu  
HOD, MBA Department

• Mr. D. Dilcep - President - D. Dilcep

• Mr. G. Rajashekhara Reddy (Vice President) - G. Rajashekhara Reddy

• Mr. K. Mani Paul - Secretary - K. Mani Paul  
15/04/2021

• Mr. T. Hitesh - Co-secretary - T. Hitesh

• Mrs. K. Tejaswi - Treasures - K. Tejaswi

• Mr. K. P. Praveena Kumar - Co-treasures - K. P. Praveena Kumar

## MEETING 63

## PROPOSED MEETING ON

TO BE PRESENT: DIRECTOR, PRINCIPAL, HODS & ALUMNI  
Agenda: COMMITTEE MEMBERS

- 1) To take the undertaking from all the elected members of the Alumni Association.
- 2) To fix a date for Registration of Alumni Association.
- 3) To keep all necessary documents of the members ready such as Xerox copy of Aadhaar and passport size of photograph.
- cp) To discuss a day and date for the Registration.



PRESENT: Director, Principal, HOD's & Alumni Committee members.

MINUTES OF MEETING CONDUCTED ON 22-04-2023

Minutes of Meeting:-

- 1) Undertakings were taken from all the key positions as well as the executive members of the Association by the Director and Principal.
- 2) All the necessary documents for Registration along with Aadhaar copies and passport size photographs were submitted to the President for the sake of registration.
- 3) Copies of purpose, aims and objectives of Alumni Association were given to all the members.
- 4) All the members of upcoming Alumni Association must be present for registration.
- 5) After the registration is completed, the Secretary has to conduct a meeting once in a month. Virtual meeting can be conducted if it is not possible for personal presence of more than 50% of the members.
- 6) All the proposed members of Alumni Association has to bear the Registration Fee and other miscellaneous expenses equally during the process of registration.

Signatures:

1. SRI B. KALYAN KUMAR GARI:

Director : B. Kalyan Kumar

2. DR. S.H.V. PRASADA RAO GARI:

PRINCIPAL :

Sri. Kollipara Durga Prasad : K. Durga  
HOD, CIVIL Department:Sri. G. Merali Krishna garu : G. Merali  
HOD, EEE DepartmentDro. G. V. V. B. Prabhakar garu : G. V. V. B. Prabhakar  
HOD, Mechanical DepartmentSri. Ch. Shilakshmi garu : Ch. Shilakshmi  
HOD, ECE departmentSri. G. Venkataratnam garu : G. Venkataratnam  
HOD, CSE departmentDr. U. J. Devraj garu : U. J. Devraj  
HOD, F&D departmentSri. N. Muthyalu garu : N. Muthyalu  
HOD, MBA Department

Mr. D. Dileep - President - D. Dileep

Mr. G. Rajashankar Reddy - Vice President - G. Rajashankar Reddy

Mr. K. Mani Paul - Secretary - K. Mani Paul

Mr. T. Hitesh - Co-secretary - T. Hitesh

Mrs. K. Tejaswi - Treasurer - K. Tejaswi

Mr. K. P. Prasanna Kumar - Co-treasurer - K. P. Prasanna Kumar