



A T M E[®]
College of Engineering



Affiliated to VTU, Belagavi; Approved by AICTE, New Delhi and recognized by Government of Karnataka
Programs accredited by NBA, New Delhi – CV, EC, EE and ME
(Validity: 2022-23 to 2024-25)

MINUTES OF MEETING

Date: 06-10-2023

Meeting held from 12:20 PM to 1:15 PM

Agenda:

- Welcoming
- Updates about happenings after the previous meeting.
- Conduction of one day zonal workshop in association with RPC, ATMECE.

Minutes of meeting

- Chairperson welcomed the coordinators.
- Chairperson explained about conduction of one day zonal workshop for students and faculty members on “Developments in social Benefits of Nuclear Energy” jointly organized by ATMECE and Indian Nuclear Society, Mysuru-Chapter on 26th October 2023. The workshop will be organized by RPC in association with Women cell, ATMECE.
- Shakuntala C informed to take the responsibility of Publicity, report writing and sending the report to press. Chairperson informed that the registration amount is Rs.300.
- Hospitality to guest and participants was assigned to Priyanka N B, Swapna H and Pushpa P. Chairperson informed to take the quotation from three different caterers and to finalize the one within 11th of October.
- Brochure, E flyer should be ready within 9th October. It has been assigned to Bhanu Priya J. Chairperson informed to prepare google form for registration, invitation to Resource person, management and to all HoD's, request for auditorium, circular and feedback form for all sessions.
- Responsibility of budget request, accounts and purchase is assigned to Navya N.
- Chairperson assigned the responsibility of Stage decoration, E banner preparation to Shruthi H G and Programme execution (Collecting guests profile, MOC, event management) to Sri Lakshmi Prasad.
- Member secretary concluded the Meeting with a vote of thanks.

Dr. Bhagyashree S R

Chairperson
Women cell

ATME College of Engineering
13th KM Mysuru-Kanakapura Bangalore Road

MDM



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Sl. No	Faculty Name	Signature
1	Mrs. Priyanka N B	
2	Ms. Swapna H	
3	Mrs. Shruthi H G	
4	Dr. Shakuntala C	LEAVE
5	Mrs. Sri Lakshmi Prasad	
6	Ms. Navya N	
7	Mrs. Pushpa P	
8	Mrs. Bhanu Priya J	

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