



**PROCEEDINGS OF THE PRINCIPAL**

**KLRCET/Principal's Office/AC/2022-23/01**

**Date: 29-01-2022**


**Sub: KLRCET – Re-constitution of Alumni Committee for the  
academic year 2022-23– Reg.**

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**ORDER:**

The Alumni Committee of KLRCET for the academic year 2022-23 is re-constituted with the following composition:

| S.No | Name of the Member  | Position         |
|------|---------------------|------------------|
| 1    | Dr.M.Surendra Kumar | President        |
| 2    | S.Vamsi             | Vice President   |
| 3    | N.Venkateswara Rao  | Secretary        |
| 4    | M.Akhil             | Joint Secretary  |
| 5    | B.Ramakrishna       | Treasurer        |
| 6    | B.Sravanthi         | Executive Member |

  
Principal

Copy to Members of the Alumni Committee

**PRINCIPAL**  
KLR College of Engg. & Technol  
B.C.M. Road, Paloncha-507 11  
Bhadradi Kothegudem Dt.T.S



**Alumni Committee**

**Minutes of the  
Meeting**

Venue: Alumni Committee cell

Time: 2PM

Date:04-02-2022

**Agenda:**

1. Review of previous meeting minutes
2. Planning to organize alumni meet during April 2<sup>nd</sup> week
3. Delegation of responsibilities to the members for the arrangements.
4. Student members should coordinate with the faculty members and alumni.
5. Any other point with the permission of the Chair

| <b>Agenda Point</b> | <b>Resolution</b>  | <b>Responsible Person</b>       | <b>Target Date</b>            |
|---------------------|--|---------------------------------|-------------------------------|
| 1                   | Presented and ratified : review done based on the target dates   | Secretary                       | -                             |
| 2                   | It is decided to organize Alumni meet during the 2 <sup>nd</sup> week of April, probably on April 14 <sup>th</sup> since it is a holiday, Dr.S.Joshuva Daniel is responsible for preparing the blueprint of the meet and submit to the coordinator   | Dr.S.Joshuva Daniel             | February 1 <sup>st</sup> week |
| 3                   | Various sub committees and their responsibilities have been defined for the event, like invitation committee, Physical arrangements committee, catering committee, venue committee, Hospitality committee etc.one faculty member is assigned to coordinate with all the committees along with students | Dr.T.Rakesh                     | February 2 <sup>nd</sup> week |
| 4                   | Student members should coordinate with all the committees and involve in physical arrangements, seating arrangement, stage preparation, PA System, Projector arrangement etc..   | T.Yashwini(MBA II year Student) | April 1 <sup>st</sup> week    |

  
Secretary



The following Committee members attended the Alumni meeting on 04-02-2022 and Approved the minutes of meeting

| S.No | Name of the Member  | Position         | Signature |
|------|---------------------|------------------|-----------|
| 1    | Dr.M.Surendra Kumar | President        |           |
| 2    | S.Vamsi             | Vice President   |           |
| 3    | N.Venkateswara Rao  | Secretary        |           |
| 4    | M.Akhil             | Joint Secretary  |           |
| 5    | B.Ramakrishna       | Treasurer        |           |
| 6    | B.Sravanthi         | Executive Member |           |