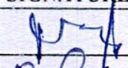
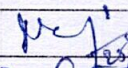


MINUTES OF THE MEETING			
MEETING NO.	MEETING DATE	MEETING TIME	MEETING LOCATION
MZCET/2021-2022/AC/CELL/02	28/04/2022	03:45P.M	2024

MEETING CALLED BY	Alumni Coordinator
TYPE OF MEETING	Alumni coordinator Meeting
FACILITATOR	Mrs. Taksala Devapriya.A

NAME OF THE ATTENDEE	DEPARTMENT	CIRCULAR RECEIVED SIGNATURE	MEETING ATTENDED SIGNATURE
1. Ms. Muthukannal	CIVIL		
2. Mrs. Gayathri	CSE	B. Gayathri	B. Gayathri
3. Mr. Arun Kumar	ECE	RA	RA
4. Ms. Gayathri	EEE	G	G
5. Mr. Tamilarasan	MECH	Tamilarasan	Tamilarasan

MINUTES OF THE PREVIOUS MEETING(* Incomplete action items of even earlier meetings must be included in this sheet)

AGENDA TOPIC	ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	COMPLETION STATUS
1. Alumni Mentorship proposal for 2021-22	Organized alumni meet on 19/03/2022	-	-	Completed
2. Alumni feedback	Collected the feedback	-	-	Completed

AGENDA FOR THIS MEETING

AGENDA TOPIC
1. Graduation day
2. Alumni feedback

Report of the Meeting

AGENDA NO.	DISCUSSION	CONCLUSIONS	PERSON RESPONSIBLE
1.	Graduation day	<ul style="list-style-type: none"> The meeting concluded with a detailed review of the Graduation Day arrangements. 	Department Alumni coordinator
2.	Alumni feedback	<ul style="list-style-type: none"> Feedback should be collected periodically Collected feedback should be analyzed and same should be communicated to HoD 	Department Alumni coordinator

Note Taker's Signature

28/4/22

Date

Alumni coordinator's Signature

28/4/22

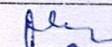
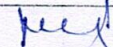
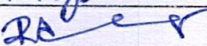
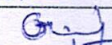
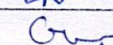
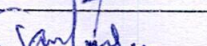
Date

Pilivalam P.O, Pudukkottai Dt., Tamil Nadu. Pin - 622 507, Fax: 04333 - 277125, Ph: 04322 - 320801, 320802, Website: www.mzcet.in, Email: info@mzcet.in

MINUTES OF THE MEETING

MEETING NO.	MEETING DATE	MEETING TIME	MEETING LOCATION
MZCET/2021-2022/AC/CELL/01	25/08/2021	03:45 P.M	2024

MEETING CALLED BY	Alumni Coordinator
TYPE OF MEETING	Alumni coordinator Meeting
FACILITATOR	Mrs. Taksala Devapriya.A

NAME OF THE ATTENDEE	DEPARTMENT	CIRCULAR RECEIVED SIGNATURE	MEETING ATTENDED SIGNATURE
1. Ms. Muthukannal	CIVIL		
2. Mrs. Gayathri	CSE		
3. Mr. Arun Kumar	ECE		
4. Ms. Gayathri	EEE		
5. Mr. Tamilarasan	MECH		

MINUTES OF THE PREVIOUS MEETING(* Incomplete action items of even earlier meetings must be included in this sheet)

AGENDA TOPIC	ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	COMPLETION STATUS
1. Alumni Mentorship proposal for 2020-21 even semester	5 programmes were organized	-	-	Completed
2. Alumni newsletter for 2020-21 odd semester	Newsletter was prepared for this academic.	-	-	Completed
3. Alumni meet '21	Meet was Conducted successfully.	-	-	Completed
4. Alumni database updation	Database was updated.	-	-	Completed

AGENDA FOR THIS MEETING

AGENDA TOPIC
1. Alumni Mentorship proposal for 2021-22
2. Extension activities through alumni
3. Alumni feedback

Report of the Meeting

AGENDA. NO.	DISCUSSION	CONCLUSIONS	PERSON RESPONSIBLE
1.	Alumni Mentorship proposal for 2021-22 even semester and Alumni supportive activities	<ul style="list-style-type: none"> The committee agreed to implement the mentorship programme and strengthen alumni involvement to enhance students' academic and professional development. 	Department Alumni coordinator
2.	Alumni feedback	<ul style="list-style-type: none"> Feedback should be collected periodically Collected feedback should be analyzed and same should be communicated to HoD 	Department Alumni coordinator

Note Taker's Signature

Date

Alumni coordinator's Signature

Date