



VIGNAN'S INSTITUTE OF MANAGEMENT AND TECHNOLOGY FOR WOMEN

(An Autonomous Institution)

[Sponsored by Lavu Educational Society, Affiliated to JNTUH & Approved by AICTE, New Delhi]
Kondapur (V), Ghatkesar (M), Medchal - Malkajgiri (D) - 501 301. Phone: 96529 10002/3



VMTW/AAC/CIR/JAN/2024-25/05

Date: 30-01-2025

CIRCULAR

This is to hereby inform all the Deans, HODs and Training & Placement Officer that a meeting regarding the Alumni Association Cell (AAC) has been scheduled on 01.02.2025 at Time: 02:00 PM in the Board Room , All are requested to attend the meeting without fail.

Agenda of the meeting:

1. Review of previous meeting points (e.g., alumni contributions and funding for economically backward students).
2. Planning and execution of the alumni meet in March 2025.
3. Selection of faculty members to coordinate the alumni meet.
4. Selection of student coordinators.
5. Any other related topics with the permission of Chairmen

(Dr. G. Apparao Naidu)
PRINCIPAL

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All HOD's, TPO and Admin

Circulated to: All Deans, HOD's, Staff Members and Alumni association members.



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Minutes of the Alumni Association Meeting was held on 1st February 2025 at 02:00 PM at Board room

The member president introduced the following members in the council

The following members were present

1. Principal
2. Deans
3. Heads of Departments (HoDs)
4. Training and Placement Officer (TPO)
5. Members of the Alumni Association

The member president welcomed all the members to alumni association meeting

Proceedings of the meeting of alumni association

Agenda and Discussion Points:

1.1 Review of Previous Meeting:

- A quick review of the previous meeting was conducted.
- HoDs were directed to identify and select suitable economically disadvantaged students for the disbursement of funds allocated by alumni.

1.2 Planning and execution of the alumni meet in March 2025:

- The Alumni Association decided to conduct the alumni meet on 12th March 2025.
- The same members were re-elected to the association for the upcoming event.

1.3 Selection of faculty members to coordinate the alumni meet:

Upon discussion with heads of the department the following staff members were deputed as event coordinators

FACULTY CO-ORDINATORS:

CSE:

1. Mrs. B. Geetha, Assistant professor
2. Mrs. Amulya Rachana, Assistant professor
3. Mr. R. Krishna Nayak, Assistant professor

ECE:

1. Mr. E. Nagaraju, Assistant professor

IT:

1. Mrs. V. Rupa, Assistant professor

AIML:

1. Ms. P. Shilpa Sri, Assistant professor.

MBA:

1. G. Nirmala



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1.4 Selection of student coordinators:

Upon discussion with heads of the department the following Students were deputed as student coordinators

STUDENT CO-ORDINATORS:

CSE:

1. N. Vathsalya Reddy (22UP1A05C4)
2. K. Shrivani (22UP1A0592)
3. N. Rachel Vinitha (22UP1A05C6)
4. D. Manaswini Sanan (22UP1A0549)
5. R. Sree Vishnu priya (22UP1A05E7)
6. P. Pavithra (23UP1A05N1)
7. Mohammed Arshiya (23UP1A05I9)

ECE:

1. V. Swathi keerthana (22UP1A0453)
2. R. Vanshika (22UP1A0443)
3. M. Harathi (22UP1A0429)

IT:

1. Christina Joseph (22UP1A1219)
2. C. Akhila (22UP1A1217)

AIML:

1. K. Sathwika (22UP1A6637)
2. K. Sravani (22UP1A6632)

AIDS:

1. J. Deekshitha Sri (22UP1A7225)
2. Sheik Muskan Rahmatullah (22UP1A7253)

DS:

1. R. Mythri Reddy (22UP1A6750)
2. N. Shruthi (22UP1A6740)

2.0 Any other related topics with the permission of Chairmen

1) Event Planning and Execution:

- Detailed discussions were held regarding the planning and execution of the alumni meet.

2) Chief Guest and Guest of Honour:

- The Chief Guest for the event was discussed.
- Student support was initiated to ensure the effective coordination of the Guest of Honour.

3) Felicitations and Budget Approval:

- It was proposed to felicitate the alumni batch, and the required budget for the same was approved.

4) Invitations to Alumni:

- Taking past alumni meet incidents into account, a proper plan of action was initiated to invite all batches of alumni.



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Conclusion:

The meeting concluded with actionable tasks assigned to the respective departments and coordinators for the successful execution of the alumni meet.

(Dr. G. Apparao Naidu)
PRINCIPAL

Circulated to: *All HoD's, Staff Members and Alumni association members*