

**STELLA MARY'S COLLEGE OF ENGINEERING**

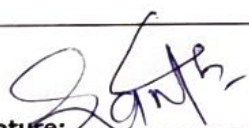
Aruthengavilai, Kallukatti Junction, Azhikal Post, Kanyakumari District - 629202.

SMCE/CSAY-SS/16 -01/2022

2022 - 2023 (Odd/Even)

CIRCULAR- CSAY-SS16 - 01/ 2022**MEETING AGENDA****Date:03/06/2022**





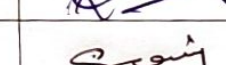
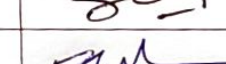
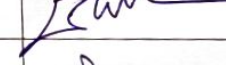
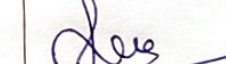

Meeting Name:	Sports Committee		
Date of Meeting Planned: (DD/MM/YYYY)	06/06/2022	Time:	4.00PM
Meeting Chair:	Mr.T.Santhose	Location:	Board Room
Meeting Facilitator:	Mr.T.Johnson		
Meeting Minute Taker:	Mr.T.Santhose	Meeting Documenter:	Mr.T.Santhose
1. Meeting Objective			
To Strengthen the sports activity in the camps			
2. Members to Attend			
Name	Department	E-mail	Phone
List enclosed			
3. Meeting Agenda			
Topic			Time
1. Prayer 2. Review of the previous meeting minutes. 3. To Discuss about the sports practice to be given to the students on daily basis. 4. To Discuss about Anna University Zonal Sports meet. 5. Conduct of sports activities as per request from other organisation 6. Submission of sports item requirement for practice and budget.			
4. Pre-work/Preparation (documents/handouts to bring, reading material, etc.)			
Description		To be Prepared by	

Signature: 
Meeting Documenter
Date:

Signature: 
Principal
Date: 03/06/2022



2. Attendance at Meeting

Sl. No.	Name	Designation	Department	Signature
1	Mr.T.Santhose	Director of Physical Education	Physical Education	
2	Mr.T.Ragin	Asst.Professor	Civil	
3	Mr.C.Bastin Rogers	Asst.Professor	CSE	
4	Mrs.P.Baby Shola	Asst.Professor	ECE	
5	Mr.C.Suyamdulingarajan	Asst.Professor	EEE	
6	Mr. B. Bravin Daniel	Asst.Professor	Mech	
7	Mrs.S.A Sumi	Asst.Professor	English (S&H)	
8	Mr.S.Lebi	Lab. Instructor	Mech	
9	Mr.L.Arunachalam	Lab. Instructor	Mech	

**SMCE/ CSAY-SS/16 -01/2022****MEETING MINUTES****Date:06/06/2022**

Meeting Name:	Sports Committee		
Date of Meeting: (MM/DD/YYYY)	06/06/2022	Time:	4.00PM
Minutes Prepared By:	Mr. T. Santhos	Location:	Board Room


1. Meeting Objective**2. Attendance at Meeting**

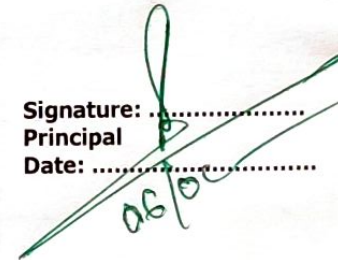
Name	Department	E-mail	Phone
List Enclosed			

3. AGENDA ITEM	4. DISCUSSION/OUTCOMES / DECISIONS	5. ACTIONS TO BE TAKEN, COMMUNICATIONS REQUIRED	6. Date & Time of completion
1. Prayer	The meeting started with prayer.		
2. Review of the previous meeting minutes.	The minutes of the previews meeting was reviewed.	No matters were kept pending.	
3. To Discuss about the sports practice to be given to the students on daily basis.	It is discussed to give practice to the students in the morning and evening time.	It is decided to have practice section in the morning 6.00 to 7.00 AM and evening 4.45 to 5.45 PM.	Immediate
4. To Discuss about Anna University Zonal Sports meet.	Based on the effectiveness of practices undergone it is discussed to select players for the event to represent the Anna University zonal meet.	Based on the performance students will be selected.	
5. Conduct of sports activites as pre request from other organisation	As per the request from other organization to support in the conduct of sports events in the campus is discussed.	As per the permission from the management the events will be hosted in our campus. Expect cooperation of all staff.	Immediate
6. Submission of sports Item requirement for practice and budget.	To conduct practice it is necessary to have the sufficient sports item in the sports room.	It is discussed to submit the requirements along with the budget to the management from approval for further proceeding.	



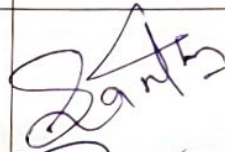



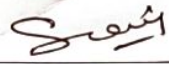

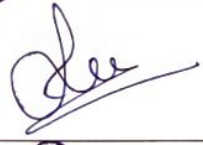


Summary of Review Outputs				
7. Next Meeting (if applicable)				
Date: (MM/DD/YYYY)		Time:		Location:
Objective:				


Signature:
Meeting Documenter
Date:


Signature:
Principal
Date: 06/10/22



2. Attendance at Meeting

Sl. No.	Name	Designation	Department	Signature
1	Mr.T.Santhose	Director of Physical Education	Physical Education	
2	Mr.T.Ragin	Asst.Professor	Civil	
3	Mr.C.Bastin Rogers	Asst.Professor	CSE	
4	Mrs.P.Baby Shola	Asst.Professor	ECE	
5	Mr.C.Suyamdulingarajan	Asst.Professor	EEE	
6	Mr. S .Bravin Daniel	Asst.Professor	Mech	
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8	Mr.S.Lebi	Lab. Instructor	Mech	
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STELLA MARY'S COLLEGE OF ENGINEERING

Aruthenganvilai, Kallukatti Junction, Azhikal Post, Kanyakumari District – 629202.

SMCE/CSAY-SS/17 -02/2022

2022 - 2023 (Odd/Even)

CIRCULAR-CSAY-SS/17 - 02/ 2022

MEETING AGENDA

Date:27/10/2022

Meeting Name:	Sports Committee		
Date of Meeting Planned: (DD/ MM /YYYY)	28/10/2022	Time:	4.00PM
Meeting Chair:	Mr. T. Santhose	Location:	Board Room
Meeting Facilitator:	Mr. T. Johnson		
Meeting Minute Taker:	Mr. T. Santhose	Meeting Documenter:	Mr. T. Santhose
1. Meeting Objective			
To Strengthen the sports activity in the camps			
2. Members to Attend			
Name	Department	E-mail	Phone
List enclosed			
3. Meeting Agenda			
Topic			Time
1. Prayer			
2. Review of the previous meeting minutes.			
3. To Discuss about the Anna University zonal meet an its events.			
4. Idendefication of players for the events.			
5. Selection of events to be hosted in the camps.			
6. Requerments sports items and its budject.			
7. Information about the Inter zonal sports meet and its budget.			
8. Hosting the Event			
4. Pre-work/Preparation (documents/handouts to bring, reading material, etc.)			
Description	To be Prepared by		





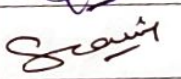
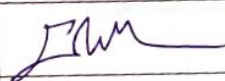


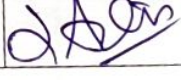
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Meeting Documenter
Date:

Signature:
Principal
Date: 27/10/2022



STELLA MARY'S COLLEGE OF ENGINEERING
Aruthenganvilai, Kallukatti Junction, Azhikal Post, Kanyakumari District – 629202.

2. Attendance at Meeting

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3	Mr.C.Bastin Rogers	Asst.Professor	CSE	
4	Mrs.P.Baby Shola	Asst.Professor	ECE	
5	Mr.C.Suyamdulingarajan	Asst.Professor	EEE	
6	Mr. E .Bravin Daniel	Asst.Professor	Mech	
7	Mrs.S.ASumi	Asst.Professor	English (S&H)	
8	Mr.S.Lebi	Lab. Instructor	Mech	
9	Mr.L.Arunachalam	Lab. Instructor	Mech	



SMCE/ CSAY-SS/17 -02/2022

MEETING MINUTES

Date:28/10/2022

Meeting Name:	Sports Committee		
Date of Meeting: (MM/DD/YYYY)	28/10/2022	Time:	4.00PM
Minutes Prepared By:	Mr. T. Santhos	Location:	Board Room

1. Meeting Objective

2. Attendance at Meeting

Name	Department	E-mail	Phone
List Enclosed			

3. AGENDA ITEM	4. DISCUSSION/OUTCOMES / DECISIONS	5. ACTIONS TO BE TAKEN, COMMUNICATIONS REQUIRED	6. Date & Time of completion
1. Prayer	The meeting started with prayer.		
2. Review of the previous meeting minutes.	The minutes of the previews meeting was reviewed.	No matters were kept pending.	
3. To Discus about the Anna University zonal meet and its events.	As per the discussions in the Physical Directors meeting held on 26/10/2022 at St.Xaviers Catholic College of engineering the Anna University zonal sports meet will be held between 02/11/222 to 16/12/2022	It is decided to give practice to the students daily from 2.40 PM to 05.45 PM.	
4. Identification of players for the events.	It is discussed to identify the best players in all the events and make them to register in the anna university zonal meet.	Selection of the players will be done according to the performance of the players.	
5. Selection of events to be hosted in the campus.	As per the discussion in the Physical Director meeting held on 26/10/2022 at St.Xaviers Catholic College of engineering the following events will be held in our campus.	It is decided to get the approval from the management and conduct the events as per the schedule.	Immediate
6. Requirements sports items and its budget.	To conduct practice it is necessary to have the sufficient sports item in the sports office and the budget requered for the practice and T.A & D.A for participation in the events.	It is decided to submit the requirements along with the budget to the management for approval for further proceeding.	



STELLA MARY'S COLLEGE OF ENGINEERING

Aruthenganvilai, Kallukatti Junction, Azhikal Post, Kanyakumari District – 629202.

SMCE/CSAY-SS/ 17 -02/2022

2022 - 2023 (Odd/Even)

7. Information about the Inter zonal sports meet and its budget.	It is discussed that based on the winning position in Anna University zonal sports meet the winning team will be eligible to participate in the Inter Zone sports meet. The date and time will be scheduled by Anna University Sports Board, Chennai.	It is decided to take part in the inter zone sports meet as per the winning position of the team.	
8. Hosting the Event	Report received for hosting events for DIPE, Chief Education Office, Kanaya kumarai in received in direct.	Submitted to the Management for approval along will to requirements and budget.	
Summary of Review Outputs			
7. Next Meeting (if applicable)			
Date: (MM/DD/YYYY)		Time:	Location:
Objective:			

Signature:
Meeting Documenter
Date:

Signature:
Principal
Date:



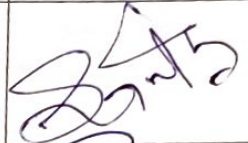



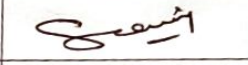




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Aruthenganvilai, Kallukatti Junction, Azhikal Post, Kanyakumari District – 629202.

SMCE/CSAY-SS/ 17 -02/2022

2022 - 2023 (Odd/Even)

2. Attendance at Meeting

Sl. No.	Name	Designation	Department	Signature
1	Mr.T.Santhose	Director of Physical Education	Physical Education	
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6	Mr. S .Bravin Daniel	Asst.Professor	Mech	
7	Mrs.S.ASumi	Asst.Professor	English (S&H)	
8	Mr.S.Lebi	Lab. Instructor	Mech	
9	Mr.L.Arunachalam	Lab. Instructor	Mech	



CIRCULAR-CSAY-SS/18 - 03/ 2022

MEETING AGENDA

Date:02/12/2022

Meeting Name:	Sports Committee		
Date of Meeting Planned: (DD/ MM /YYYY)	05/12/2022	Time:	4.00PM
Meeting Chair:	Mr. T.Santhose	Location:	Board Room
Meeting Facilitator:	Mr. T.Johnson		
Meeting Minute Taker:	Mr. T.Santhose	Meeting Documenter:	Mr. T.Santhose
1. Meeting Objective			
To Strengthen the sports activity in the camps			
2. Members to Attend			
Name	Department	E-mail	Phone
List enclosed			
3. Meeting Agenda			
Topic			Time
1. Prayer			
2. Review of the previous meeting minutes.			
3. To Discuss about the contact a sports day.			
4. To Discuss about the Pre plan and budget.			
4. Pre-work/Preparation (documents/handouts to bring, reading material, etc.)			
Description	To be Prepared by		

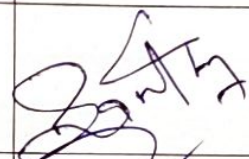



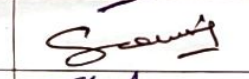



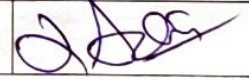
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Meeting Documenter
Date:

Signature:
Principal
Date:



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SMCE/CSAY-SS/ 18 -03/2022

2022 - 2023 (Odd/Even)

SMCE/ CSAY-SS/18-03/2022

MEETING MINUTES

Date: 05/12/2022

Meeting Name:	Sports Committee		
Date of Meeting: (MM/DD/YYYY)	05/12/2022	Time:	4.00 PM
Minutes Prepared By:	Mr. T. Santhos	Location:	Board Room

1. Meeting Objective

2. Attendance at Meeting

Name	Department	E-mail	Phone
List Enclosed			

3. AGENDA ITEM	4. DISCUSSION/OUTCOMES / DECISIONS	5. ACTIONS TO BE TAKEN, COMMUNICATIONS REQUIRED	6. Date & Time of completion
1. Prayer	The meeting started with prayer.		
2. Review of the previous meeting minutes.	The minutes of the previews meeting was reviewed.	No matters were kept pending.	
3. To Discus about the conduct of sports day.	It is discussed to conduct the sports day in the month of May.	It is decided to conduct the sports day on 02/05/2023.	
4. To Discus about the Pre plan and budget.	It is discussed to make a pre plan of the events and submission of budget to the smooth conduct of sports day	It is decided to submitted the pre plan and budget for approval by management to procured further.	



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SMCE/CSAY-SS/ 18 -03/2022

2022 - 2023 (Odd/Even)



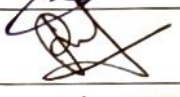
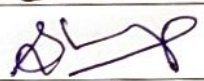
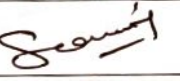
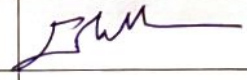
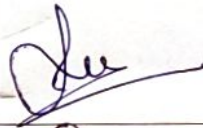

Summary of Review Outputs			
7. Next Meeting (if applicable)			
Date: (MM/DD/YYYY)		Time:	Location:
Objective:			

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Meeting Documenter
Date:

Signature:
Principal
Date:



2. Attendance at Meeting

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