



SRI RAMACHANDRA MEDICAL COLLEGE AND RESEARCH INSTITUTE



SRI RAMACHANDRA ALUMNI ASSOCIATION

President:

Dr. Mohan Choudhary.B

Vice President:

Dr.S.Mythili

Dr.V.Pavithra

Treasurer:

Dr.V. Deepa Parvathi

Secretary:

Dr. Koushik Muthu Raja.M

Joint Secretary:

Dr. Aruna.S

Executive Members:

Dr. Sudagar Singh.R.B

Mr.R.C. Perumal

Dr.Karthigeyan.J

Mrs.K.N.Priya

Dr.N.Vanitha Rani

Mrs.Radhika.C.M

Mr.Abhinand.P.A

Mr.D.Jagadeswaran

Mrs.Kalaivani.P

Mrs.Jayachelvi Babu

Ms.MohanaSundari.P

Dr.Emilda Judith Ezhil Rajan

Ms.Sivakamakshi.M

Dr.Arun Kumar.K

Dr.Vaishnavi

Minutes of the Meeting – 5th September 2018

Name of the Meeting : Alumni Association					
Venue: IQAC Board Room, Third Floor, Medical College		Date: 05.09.2018		Time: 12.00 PM - 2.00 PM	
Name	* Status	Name	* Status	Name	* Status
Dr. Mohan Choudhary.B	P	Mrs.K.N.Priya	P	Ms.MohanaSundari.P	P
Dr. S.Mythili	P	Dr.N.Vanitha Rani	P	Dr.Vaishnavi	P
Dr. V.Deepa Parvathi	P	Mrs.Radhika.C.M	P	Dr.Emilda Judith Ezhil rajan	P
Dr. Koushik Muthu Raja.M	P	Mr. Abhinand.P.A	P	Dr.Karthigeyan.J	P
Dr.Aruna.S	R	Mr.D.Jagadeswaran	P	Mrs.Jayachelvi Babu	P
Dr. Sudagar Singh.R.B	A	Mrs.Kalaivani.P	P	Ms.Sivakamakshi.M	P
Mr.R.C. Perumal	P	Dr.Pavithra. V	P	Dr.Arun Kumar.K	A
* Status – P = Present R=Representative		* Status – A= Apologies		++ Special Invities	

Agenda	❖ Finance ❖ Grand Alumni Carnival meet
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Finance:-

- Dr.Deepa Parvathi had presented the Power point regarding the financial status for the alumni registrations of all the departments of the constituent colleges.

Grand Alumni Carnival meet:-

- Bric A Brac Event Management Company - Ms.Shanmathy presented a power point on the various ideas organizing our grand carnival alumni meet at our University campus along with their planners and budget.

- Event to be organized outdoor

Event Departments

- Event Decor and Stage
- Photography
- Entertainment
- F&B (Food and Beverage)

Pre- Event Promotion

- 1 Alumni Promotional Video 10 MIN
- 2 Alumni Cell logo animation 30 SEC
- 3 Facebook Marketing
- 4 Metro Promotions

SHOOT SPECIFICATION

- 9 COLLEGES INSIDE RAMACHANDRA
- 1 ALUMNI FROM EACH COLLEGE
- 2 OR MORE PLACES TO BE TRAVELLED
- COVER OF CHANCELLOR AND VICE CHANCELLOR

❖ SPECIFICATIONS:-

- **Promotional Advertisement Video - Before the Event**
- **Event Cover - On the day of Event**

❖ REQUIREMENT:-

Pre- Event Promotion:-

- 1 Alumni Promotional Video 10 MIN
- 2 Alumni Cell logo animation 30 SEC
- 3 Celebrity Promo Video 30-1 min sec

On the date of the Event:-

- 1.Helicam and Crane Coverage
- 2.Photo Booth-2
- 3.Event Videographer-4
- 4.LED Wall -2
- 5.Live Streaming-1
- 6.Photographers-5
7. Live Mixer-1

DELIVERABLES:-

Entire Event Video

Candid Video

Celebrity Promo Videos

Candid Photos and Traditional Photos (unlimited)

- The members eventually planned to conduct alumni meet in the month of August 2018 for all the constituent colleges.
- The committee members has decided to organize for a poll in the social networking sites (Alum book, Face book, whats app) to finalize the month for the meet to happen every year.
- The committee members discussion was based on:
 - ❖ Registration & Budget planning
 - ❖ Sponsorship.
 - ❖ Musical Night.
 - ❖ Counter for alumni to sponsor.
- The committee has decided to invite only the alumni without their family members to participate in the carnival.