ALUMNI ASSOCIATION OF
SRI RAMACHANDRA INSTITUTE OF HIGHER EDUCATION AND RESEARCH

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Mrs.Kalaivani.P
Mrs.Jayachelvi Babu
Ms.MohanaSundari.P
Ms.Sivakamakshi.M
Dr.Arun Kumar.K
Dr.Vaishnavi

Minutes of the Meeting – 10th September 2020

Name of the Meeting : Alumni Association					
Google Meet Link: **meet.google.com/vft-yuss-rus**		**Date: 10.09.2020** **Day: Thursday**		**Time: 12.00 PM – 1.00 PM**	
Name	*** Status**	**Name**	*** Status**	**Name**	*** Status**
Dr. Mohan Choudhary.B	A	Dr. Sudagar Singh.R. B	A	Mrs.Kalaivani.P	A
Dr. S.Mythili	A	Dr.R.C. Perumal	O	Mrs.Jayachelvi Babu	O
Dr.Pavithra. V	O	Dr.Karthigeyan.J	O	Ms.MohanaSundari.P	O
Dr. V. Deepa Parvathi	O	Dr.N.Vanitha Rani	O	Ms. Sivakamakshi.M	O
Mrs.K.N.Priya	O	Mrs.Radhika.C.M	O	Dr. Arun Kumar.K	A
Dr. Koushik Muthu Raja.M	O	Dr. Abhinand.P.A. A	O	Dr. Vaishnavi	O
Dr. Aruna.S	O	Mr. Thulasi Dass	A		
* Status – P = Present **R=Representative**		*** Status – A= Apologies**		*** Status – O = Online**	

Agenda	❖ **PPE KIT - Alumni**

> **PPE KIT - Alumni** -

- Dr. Koushik Muthu Raja proposed the concept of donating COVID care kits as a contribution to the alma mater. And he also suggested that we can contribute COVID care kits to the alumni starting from the first year graduated batch.
- The logistics of providing COVID care kit along with face shield, hand sanitizer and 3 ply face mask - 5 numbers which will cost around Rs.150/- per head along with the courier charges was discussed among the committee members.
- Dr.Koushik Muthu Raja also suggested for having tie up with labs and rendering community based services for the Covid care testing at a subsidised rate.
- Dr.Pavithra informed that whether the Covid care kits have to given to all the colleges or only the college who is actively involving in the COVID care practice.
- Dr.Deepa Parvathi discussed to have a tie up with other labs for the Covid care testing at a subsidized rate along with family members at a special discounted price by flashing the alumni id card at a nominal rate.
- Dr.Abhinand suggested that courier charges will be much higher if we send it to all the alumni.
- Dr.Koushik Muthu Raja informed that the kits can be sent to the alumni by post within India only.
- Dr.Abhinand suggested creating google forms by flashing in the alumni website and also to send by whats'app group or email across various faculties and departments by collecting individual responses of confirmed address and contact numbers.
- Dr.Koushik Muthu raja informed that based on the responses of the google forms the kit can be sent to the particular alumni only.
- Dr.Perumal suggested creating google forms along with their name, contact address, contact numbers, batch and course along with their current designation.
- Dr.Koushik Muthu Raja also suggested that alumni logo sticker can be placed on top of the face shield cover for alumni branding.
- Dr.Pavithra informed that stickers along with the alumni name and logo can also be placed on top of the sanitizer bottle.
- Dr.Koushik Muthu Raja suggested that we can distribute the kits at a slot of 1000 numbers randomly along with the in-house alumni initially. And based on the responses of the alumni the next slot of 1000 numbers can be sent by post.
- Dr.Perumal suggested that the year before graduation batch can be started first for sending the Covid care kit since the recent graduated batch have completed the course now.

- Dr.Koushik Muthu Raja suggested that the kits can be categorized first by sending to the alumni who are working professionals at present based on the responses of their current designation mentioned in the google forms. And then later on the kits can be sent to the alumni who are doing their higher studies or preparing for competitive exams.
- The committee members discussed that the distributions of kits can be started with the in-house faculty members initially.