

## PROFESSIONAL SOCIETIES COORDINATION COMMITTEE-2024-25

### Purpose

To facilitate, coordinate, and oversee the activities of all student professional societies within the institution. The committee aims to ensure these societies operate effectively, align with the academic calendar, and provide maximum value to student members through workshops, guest lectures, and technical events.

### Functions

- Act as a central liaison between the administration, academic departments, and all professional societies.
- Review and approve annual action plans and budgets proposed by individual professional societies.
- Coordinate the scheduling of society events to avoid clashes and maximize participation.
- Facilitate resource sharing and collaboration between different professional societies.
- Monitor and evaluate the performance and impact of each society's activities.
- Organize an annual orientation to promote society memberships among freshmen.
- Manage and allocate common resources like venues, funds, and promotional support for society events.
- Maintain a central repository of all society activities, reports, and achievements

### Objectives

- **Enhanced Student Engagement:** Increase student participation and membership in professional societies.
- **Quality Events:** Ensure high-quality, relevant, and beneficial events are conducted by each society.
- **Collaborative Environment:** Foster inter-society collaboration for larger and more impactful events.
- **Skill Development:** Provide platforms for students to develop technical, managerial, and soft skills through society activities.
- **Institutional Visibility:** Encourage societies to participate in state/national level events and conferences to enhance the institution's reputation.
- **Structured Governance:** Ensure all societies adhere to institutional policies and maintain transparent operations.

## Committee Composition

| S. No. | Name                   | Designation                 | Role in Committee      |
|--------|------------------------|-----------------------------|------------------------|
| 1      | Dr. Ch. Mallikarjun    | Principal                   | Chairman               |
| 2      | Mrs. P.V. Padmavathi   | Administrative Officer      | Member                 |
| 3      | Mr. Sk Subhani         | Assistant Professor (CSE)   | Member                 |
| 4      | Mr. P.S.K Ganesh Kumar | HOD                         | Coordinator            |
| 5      | Ms. A Durga Prasad     | Asst. Prof. (MECH)          | Member                 |
| 6      | Mr. N Hanumantha Rao   | Student Affairs Coordinator | Member                 |
| 7      | Mr. vanaja             | Student – Final Year CSE    | Student Representative |

## Meeting Frequency

- **Semester-wise Meetings:** One at the start of each semester to review and approve society calendars and one post-mid-semester to review progress.
- **Special Meetings:** Convened as needed to approve new society proposals or to plan for major inter-society events.

## Reporting & Documentation

- **Minutes of Meeting (MoM):** Recorded for every meeting, detailing approvals and directives.
- **Society Action Plans:** Approved annual plans from each professional society.
- **Event Reports:** Post-event reports from each society, including participation data and outcomes.
- **Annual Report:** A consolidated annual report of all society activities and achievements.
- **Budget Utilization Statements:** Records of fund allocation and utilization by each society.

Principal  
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