

Programme Reports to IQAC

Alphonsa College Thiruvambady

Preliminary Details

Hosting Agency (Office/Dept/Club/Forum) : ASDP
 Name of the Programme : **Minerva**
 Reach of (Regional/Nat/International) : Regional
 Date/(s) of Actual Event : 25/08/2020
 Details of Sponsorship (if any) : Nill
 References (Page No. of Minutes, Planner) : Nill

Pre-Event (Details of Planning, Approval and Notice)

Planning Details (as per the minutes) :
 Approval Details (as per the minutes) :
 Details of Invitation (Notice/Brochure..) :
 Reminders (Sp. Meetings/Short Notices...) :

Actual Event

R. Person/Chief Guest (with Credentials) : Mr. Paul Kallanode (Renowned Artist)
 Names of other Dignitaries :
 Presided over by : Dr. Chacko K.V (Principal)
 Inaugurated by :
 Felicitated by : Fr. Shenish Augustine (Vice Principal)
 Welcome Speech by : Ms. Shiji Francis (Asst. Prof. Dept. of Commerce)
 Vote of Thanks by : Mr. Ajay Manuel (Student Rep.)
 Number of Participants : 38
 Won by :
 Certificates/Prizes awarded by :

1 **about the Event: MINERVA 2020** was a one-day workshop conducted by the ASDP WING of Alphonsa College Thiruvambady. The theme of the workshop was Cartoon – An effective media of communication.

Post-Event (Evaluation, Closing the account, Public audit)

Evaluation Meeting Date :
 Short evaluation about the Event :

Publicity Details (Website/Newspaper...) :
 Financial Details (against the budget) :

Attachments Required (Please tic the entries once the attachments are made)

✓ Notices/Brochures	✓ Photos of the Programme
Reminders	✓ Audio/Video Recordings
Programme List	Copy of Certificates
Attendance Sheet (duly signed)	Paper Cuttings (Publicity)
Name & Sign of the Coordinator :	Ms. Shiji Francis (Signed)
Name & Sign of the Student Rep. :	Mr. Ajay Manuel (Signed)
Date of Submission to IQAC :	