

Programme Reports to IQAC

Alphonsa College Thiruvambady

Preliminary Details			
Hosting Agency (Office/Dept/Club/Forum)	:	Women Development Cell (WDC)	
Name of the Programme	:	Round Table Discussion	
Reach of (Regional/Nat/International)	:	Regional	
Date/(s) of Actual Event	:	11-10-2021	
Details of Sponsorship (if any)	:		
References (Page No. of Minutes, Planner)	:		
Pre-Event (Details of Planning, Approval and Notice)			
Planning Details (as per the minutes)	:	09-10-2021	
Approval Details (as per the minutes)	:	10-10-2021	
Details of Invitation (Notice/Brochure...)	:	Brochure	
Reminders (Sp. Meetings/Short Notices...)	:	Notice & Whatsapp	
Actual Event			
R. Person/Chief Guest (with Credentials)	:		
Names of other Dignitaries	:		
Presided over by	:		
Inaugurated by	:	Dr. Chacko K.V (Principal)	
Felicitated by	:	Ms. Sneha Mathew (Asst. Prof., Dept. of Psychology)	
Welcome Speech by	:	Ms. Ramaya C. Alex (Students Coordinator)	
Vote of Thanks by	:	Ms. Feji Manuel	
Number of Participants	:	15	
Short narration about the Event: As a part of International Girl Child Day , Women Development Cell of Alphonsa College Conducted a programme called “Digital Generation our Generation Round Table”- a Discussion on the theme+. 15 students from various departments actively participated in the programme. The discussion brought the thought that Girls need access to digital devices and services.”			
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 tick the entries once the attachments are made)			
Notices/Brochures	Yes	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. Feji Manuel	
Name & Sign of the Student Rep.	:	Ms. Ramya C Alex	
Date of Submission to IQAC	:	12-10-2021	