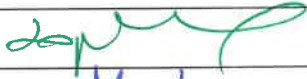




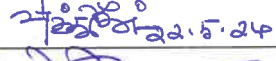
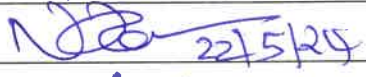



K.S. RANGASAMY COLLEGE OF TECHNOLOGY TIRUCHENGODE - 637 215

(Autonomous)

**Extra-curricular Activities-Committee Meeting
Academic Year 2024-2025**

Date: 22.05.2024

S.No.	Name of the Members	Signature
1.	Dr R Gopalakrishnan / Principal	
2.	Dr. V R Sadasivam / NCC Officer	
3.	Mr P Kajendharan / Physical Director - Male	
4.	Ms C. Dhanalakshmi / Physical Director - Female	
5.	Mr K Tamilarasu / NSS Officer	
6.	Mr S Vanchinathan / YRC	
7.	Dr N Ramesh / Professor/Civil Engineering	
8.	Ms C.Vijayapriya / AP/English	


PRINCIPAL 22/05/24

**K.S. RANGASAMY COLLEGE OF TECHNOLOGY TIRUCHENGODE - 637 215
(Autonomous)**

Extra-Curricular Activities Committee Meeting

Academic Year 2024-2025

Date: 22.05.2024

Venue: Multi-functional Hall

Time: 2.00 PM

Agenda

1. Welcome address by the Chairman
2. Overview of extracurricular activities planned for the academic year 2024–2025
3. Planning and scheduling of sports, cultural, NCC, NSS, and YRC activities
4. Allocation of responsibilities among committee members
5. Budget planning and resource allocation for events
6. Student participation strategies and inclusivity measures
7. Collaboration with external organizations and inter-college events
8. Safety, discipline, and code of conduct during activities
9. Monitoring and documentation of activities
10. Any other matter with the permission of the Chair
11. Vote of thanks


PRINCIPAL

K.S. RANGASAMY COLLEGE OF TECHNOLOGY TIRUCHENGODE - 637 215
(Autonomous)
Extra-Curricular Activities Committee Meeting

Academic Year 2024-2025

Date: 22.05.2024

Venue: Multi-functional Hall

Time: 2.00 PM

Minutes

Chairmanship and Opening Remarks

The meeting was conducted under the leadership of the principal, who emphasized the vital role of extracurricular activities in shaping students' overall personality, leadership qualities, teamwork, and social responsibility beyond academic learning.

Approval of Annual Activity Plan

The committee thoroughly reviewed and formally approved the annual plan, ensuring inclusion of a wide range of activities such as sports, cultural events, NCC, NSS, and YRC programs to promote balanced student development.

Preparation of Activity Calendar

It was decided to develop a detailed and structured activity calendar to streamline the execution of events throughout the academic year, ensuring proper scheduling, coordination, and equal participation opportunities for all students.

Allocation of Responsibilities

Specific roles and responsibilities were assigned to committee members and coordinators to ensure effective planning, organization, and smooth conduct of various extracurricular activities without overlap or confusion.

Budget Planning and Resource Allocation

The committee discussed financial requirements for conducting different events and proposed a budget to ensure adequate allocation of resources, infrastructure, and logistics support for successful implementation.

Enhancing Student Participation and Inclusivity

Strategies were devised to encourage maximum student involvement by creating awareness, motivating participation, and ensuring inclusivity across gender, departments, and diverse student groups.

Collaboration and External Engagement

The committee agreed to establish collaborations with external organizations, institutions, and agencies to enhance the quality of activities and to encourage students to participate in intercollegiate competitions for wider exposure.

Safety, Discipline, and Code of Conduct

Emphasis was placed on maintaining strict safety protocols, discipline, and proper behavior during all events to ensure a secure and respectful environment for participants and organizers.

Documentation and Reporting

It was resolved to maintain proper records and documentation of all activities, including reports, photographs, participation details, and outcomes, which are essential for evaluation, accreditation, and future reference.

Conclusion

The meeting concluded with a formal vote of thanks by the convener, acknowledging the contributions of all members and reinforcing the commitment to successfully implementing the planned activities.


PRINCIPAL 2010/12