



LPCPS

LUCKNOW PUBLIC COLLEGE
OF PROFESSIONAL STUDIES

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Ref.: LPCPS/COMM/ALUMNI/23-24/02/03

Date 29/02/2024

MEETING NOTICE

This is to inform you all that the meeting of the Alumni Committee for the session 2023-24 is scheduled at 1:30 P.M. on 1st March 2024 in the Counselling Room of Lucknow Public College of Professional studies.

Agenda items:

- Discussion on alumni meet conduction through online/offline mode.
- Discussion on efforts to be made on maximising participation of Alumni in the meet.
- Discussion on finalisation of Alumni meet date.
- Discussion on updating the Alumni database.
- Discussion on Logistics arrangement for Alumni meet.
- Discussion on efforts made on relationship building with Alumni.
- Discussion on inviting and felicitating alumni in various college events

Co-ordinator,
Alumni Committee.

Principal

Lucknow Public College of Professional Studies
Vinamra Khand, Gomtinagar, Lucknow

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Date 02.03/2024

MEETING MINUTES

The meeting minutes of the Alumni Committee convened on 1st March 2024 at 1:30 P.M for the academic session 2023-24 in the Counselling Room of Lucknow Public College of Professional studies.

The following members of the Alumni Committee were present.

S.No.	Names	Post
1.	Prof. Laxmi Shankar Awasthi	Coordinator
2.	Dr. Mayank Singh	Coordinator
3.	Mr. Ajay Gupta	Member
4.	Dr. Ashish Kaushal	Member
5.	Mr. Saurabh Srivastava	Member
6.	Ms. Aanchal Praveen	Member
7.	Mr. Aditya Bajpai	Member
8.	Mr. Aditya Vikram Singh	Member

At the outset chairman welcomed all the members and informed them that the agenda items need to be discussed and resolved.



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Thereafter following agendas were discussed and resolved.

S. No.	Raised by:	Agenda	Responsibilities	Resolution
1	Prof. Laxmi Shankar Awasthi	Discussion on alumni meet conduction.	All members	Overall preparation of the event
2	Mr. Saurabh Srivastava	Discussion on efforts to be made on maximising participation of Alumni in the meet.	Mr. Aditya Vikram Singh	Efforts to be made to maximise participation of Alumni in the meet by sending invites and ensuring follow up. Special focus on local alumni
3	Mr. Aditya Vikram	Discussion on finalisation of Alumni meet date.	All members	Evaluating the possibility of Alumni participation during the period of time and ensuring maximum audience.
4	Ms. Anchal Praveen	Discussion on updating the Alumni database.	Mr. Saurabh Srivastava	The alumni data must be updated including the recent pass out students. The list of collated data of all the alumni must be shared with all the committee members.
5	Dr. Ashish Kaushal	Discussion on Logistics arrangement for Alumni meet.	Mr. Ajay Gupta	Arrangement must be made for welcoming alumni, arranging for tea, snacks and lunch must be made. It was decided to ensure that all covid protocols are followed properly by everybody.
6	Mr. Ajay Gupta	Discussion on efforts made on relationship building with Alumni.	Dr. Ashish Kaushal	Efforts should be made towards building relationships, interacting and retaining alumni regularly. They must be greeted on festivals and

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				on special occasions (including the list of new alumni)
7	Dr. Mayank Singh	Discussion on inviting and felicitating alumni in various college events.	Dr. Mayank Singh	Alumni must be invited and felicitated in various college events and functions, including Zenium.

Action Taken Report

S. No.	Committee Resolution	Action Taken
1	Efforts to be made to maximise participation of Alumni in the meet by sending invites and ensuring follow up. Special focus on local alumni.	Alumni participation has been ensured in various college events.
2	Conduction of the event at Shri Ram Lal Memorial Auditorium is suggested.	Proper arrangements and cleanliness of Auditorium were taken into consideration
3	The date for the Alumni meet has been finalised by the committee. The meet would be conducted on 11th May 2023.	It was decided at committee meeting
4	The alumni data must be updated including the recent pass out students. The list of collated data of all the alumni must be shared with all the committee members.	The list of all the pass-out students for the session has been collated and shared with all the members of the committee.
5	Arrangement must be made for welcoming alumni, arranging for tea, snacks and lunch must be made. It was decided to ensure that all covid protocols are followed properly by everybody.	The arrangements for welcoming alumni, tea, snacks and lunch were made at appropriate time
6	Efforts should be made towards building relationships, interacting and retaining alumni regularly. They must be greeted on festivals and on special occasions (including the list of new alumni)	Alumni were greeted on various festivals and on special occasions.


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7	The committee discussed and decided to form an Alumni Association.	Events related to Alumni Association and its working was discussed
8	Alumni must be invited and felicitated in various college events and functions.	Alumni were invited to various college events and fests.

(Prof. Anil Singh)
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