


**Name of Portfolio In-Charge: Dr. Harikrishna A. Patel**

**Portfolio Name: ALUMNI**

Sr. No.	Name of Event	Planned Date and Time	Actual Date and Time	Target Group & No. of Beneficiaries	Judges / Experts	Winners / Special Remarks	Man Days	Photographs
1	Staff Meeting	15/06/18 5:00 pm to 6:00 pm	01/06/18 1:10pm to 2:10pm	Faculty members of FOE 18 Faculties	Presented by Dr.H.A.Patel	Alumni Lifetime Membership Forms distributed to all faculty members	3.5	
2	Meeting of Alumni Association	23/06/18 11:30 am to 12:30 pm	23/06/18 11:30 am to 12:30 pm	Committee Member of Alumni Association 15 Members	Conducted by Dr.H.A.Patel	Appointment of new members of Alumni Association	3	
3	Alumni Association Committee Meeting	25/08/18 11:00 am to 12:00 pm	25/08/18 11:00 am to 12:00 pm	Committee Member of Alumni Association 11 Members	Conducted by Dr.H.A.Patel	Decide the date of Alumni Meet 2018-19 & Discuss the rough planning of program	2	

**Brief Description of Event (Max. in 5-7 sentences) :**

- There was an Alumni Association Committee meeting held at 11:00am to 12:00pm on 25/08/2018 at dean office, in which Dr. Harikrishna A. Patel conducted the discussion and Dean Dr. Veenaben Patel given her guidance. Due to discussion tentative date of Alumni Meet 2018-19 was being decided, it is 16<sup>th</sup> November, 2018. Brief introduction and rough planning of program was discussed.