

Montfort College  
Bangalore – 560038

Minutes of the Meeting  
Year 2024-25

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| Date: 30.09.2024 | Time: 3.30 pm | Venue: A.V. Room |
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Agenda of the Meeting:

| Points Discussed  | Discussed by                                 | Decision  |
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| <ul style="list-style-type: none"><li>● Conference, topic; date: how to go about it</li><li>● MOM incharge</li><li>● Requirements; publishers, editorial committee and review committee.</li><li>● International conference with stakeholders</li><li>● Registration</li><li>● Quality of the presentation</li><li>● Stages of the planning &amp; committee</li></ul> | Dr Molly<br>Principal<br>Montfort<br>College | <p>A multi disciplinary meeting having a topic: AI data science and machine learning</p> <p>MOM I/C: PG:Hotoli K &amp; UG: Shenti P</p> <p>Taylor &amp; Swift, Cambridge and IGI global proposals are on the process to be materialized in the month of Feb - March 2025</p> <p>Christ University &amp; Lavasa are to be external advisory members</p> <p>Fees will be generated from the registration and how much can be expected to spend for each and every category will be assessed</p> <p>Registration will be done on a category wise. Budget for expected numbers of the delegates</p> <p>Everyone should take part and coordinate in brainstorming for the conference and preparation of the brochures, setting up preparation and publicity committee. Take notes of all social media</p> <p>Make a very high quality and standard presentation</p> <p>There will be two stages of editorial</p> |

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|  | <p>board</p> <p>1. Preparatory committee : preparation for all the scientific work</p> <p>2. Scientific program publicity; committee preparing for brochure, contacts and media publicity</p> <p>The final one is editorial board;</p> <p>To get the benefits out of other's work, we should publish and present the papers as well</p> <p>On conference, hospitality,logistics, everyone should set your own appraisal within one or two months</p>      |
| <ul style="list-style-type: none"> <li>● Faculty orientation on IQAC and AQAR was presented by Dr Shambhavi</li> </ul> | <p>Faculty incharge of the 7 criterion were executed</p> <p>Criterion 1: Dr. Maxim, Mr Yuvraj</p> <p>Criterion 2: Ms Noor, Mr Zidan &amp; Ms Hotoli</p> <p>Criterion 3:Dr. Sudha &amp; Dr Vittal</p> <p>Criterion 4: Mr. Amarnath &amp; Ms Sangeetha</p> <p>Criterion 5: Ms. Sneha &amp; Ms. Kaushalya</p> <p>Criterion 6: Dr. Zubaida, Ms Sruthi &amp; Mr. Tharun</p> <p>Criterion 7: Ms Anu &amp; Mr Suren</p> <p>AQAR 2023-2024 is to be submitted</p> |

**Members present:**

Dr. Molly Joy

Dr. Sritha Sandon

Dr. Maxim Pereira

Dr. Shambhavi

Dr. Zubaida Anwar

Dr. Sudhamayi

Dr. Vittall Talvar

Dr. Ritu R

Ms. Saba Jahan

Ms. Noor Fathima

Ms. Hotoli Kinimi

Mr. Zidan

Ms. Kaushalya

Ms. Sneha Ghosh

Ms. Annu Kuriakose

Ms. Sangeeta

Mr. Tharun

Mr. Yuvraj

Mr. Suren

Mr. Amarnath

**Principal**  
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