

**Montfort College
Bangalore – 560038**

**Minutes of the Meeting
Year 2024-25**

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
<ul style="list-style-type: none">● Conference, topic; date: how to go about it● MOM incharge● Requirements; publishers, editorial committee and review committee.● International conference with stakeholders● Registration● Quality of the presentation● Stages of the planning & committee	Dr Molly Principal Montfort College	<p>A multi disciplinary meeting having a topic: AI data science and machine learning</p> <p>MOM I/C: PG:Hotoli K & UG: Shenti P</p> <p>Taylor & Swift, Cambridge and IGI global proposals are on the process to be materialized in the month of Feb - March 2025</p> <p>Christ University & 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 swill 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>

		<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"> ● Faculty orientation on IQAC and AQAR was presented by Dr Shambhavi 		<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 & Ms Hotoli</p> <p>Criterion 3: Dr. Sudha & Dr Vittal</p> <p>Criterion 4: Mr. Amarnath & Ms Sangeetha</p> <p>Criterion 5: Ms. Sneha & Ms. Kaushalya</p> <p>Criterion 6: Dr. Zubaida, Ms Sruthi & Mr. Tharun</p> <p>Criterion 7: Ms Anu & 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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