

Shree Venkateshwara Hi-Tech Polytechnic College



Approved by AICTE, New Delhi and DOTE, Chennai
Erode - Gobi Main Road, Sri Kalaivani Nagar, Othakuthirai
K.Mettupalayam (P.O.) GOBI - 638 455, Erode (Dt), T.N.
Phone : 04285 - 265199 Fax : 04285 - 266133
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MEDIA CELL

CIRCULAR

07.02.2025

A meeting is scheduled to discuss and ensure that students from all departments follow the official social media pages managed by the Media Cell.

Meeting Details:

Date : 08.02.2025

Time : 3.00 pm

Venue: Auditorium

Agenda:

1. Discuss how social media is the primary channel for communication and engagement with the student body.
2. Highlight the need for 100% student participation in the official accounts of social media.
3. Encourage department representatives to regularly remind students to follow and share content.
4. Assign specific responsibilities for promoting followership, including students, faculty, and Media Cell members.
5. Set a deadline for having 100% student engagement across all departments.


Principal 7-2-25

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MINUTES OF MEETING –II (AY 2024 - 25)

08.02.2025

The meeting to discuss and ensure that students from all departments follow the official social media pages managed by the Media Cell has been conducted on 08.02.2025 at 3.00 pm in our Auditorium with all committee members, and the following members were present.

S. No	Name	Designation	Position	Sign
1	Mr.S.Prakadeswaran.	Principal	Chairperson	
2	Mr.M.M.Mathiyazhagan.	Lecturer	Co-ordinator	
3	Mr.M.Ganesan.	Lecturer	Member	
4	Mr.S.Gowtham.	Lecturer	Member	
5	Mr.A.Moorthi.	Lecturer	Member	
6	Mrs.S.Parimaladevi	Lecturer	Member	
7	Mr.P.Ramesh	Lecturer	Member	
8	Mr.K.Vignesh	Lab Technician	Member	

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Points Discussed in this meeting

Item.no	Points Discussed	Responsibility
	Discussed the following Agendas 1. Discuss how social media is the primary channel for communication and engagement with the student body. 2. Highlight the need for 100% student participation in the official accounts of social media. 3. Encourage department representatives to regularly remind students to follow and share content. 4. Assign specific responsibilities for promoting followership, including students, faculty, and Media Cell members. 5. Set a deadline for having 100% student engagement across all departments.	
1	Discussed how social media serves as the primary channel for communication and engagement with the student body, highlighting its role in sharing Academic updates, Event Announcements, and Fostering Student Interaction.	Co-ordinator
2	Emphasized the importance of 100% student participation in official social media accounts to ensure effective communication and engagement.	All committee Members
3	Urged department representatives to consistently remind students to follow official accounts and share content for better reach and engagement.	All committee Members
4	Assigning specific responsibilities to students, faculty, and team members to promote followership on official social media accounts.	All committee Members
5	The Media Cell members discussed setting a deadline to achieve 100% student engagement across all departments on official social media account.	All committee Members

Prepared by

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3	Mr.M.Ganesan.	Lecturer	Member	
4	Mr.S.Gowtham.	Lecturer	Member	
5	Mr.A.Moorthi.	Lecturer	Member	
6	Mrs.S.Parimaladevi	Lecturer	Member	
7	Mr.P.Ramesh	Lecturer	Member	
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CIRCULAR

Date: 20.05.2024

We are pleased to inform you that the management and principal are keenly interested in fostering a conducive academic environment within our institution. To achieve this goal, various committees are being formed to address different aspects of student welfare and organizational governance in the upcoming academic year (2024-2025).

Meeting Details:

Date: 24.05.2024

Time: 2.00 pm

Venue: Auditorium

Agenda

1. Formation of committees and appointment of members

- * Anti Ragging Committee.
- * Anti Ragging Squad.
- * Internal Complaint Committee.
- * Grievance Redressal Committee.
- * SC/ST Committee.
- * Equal Opportunity Cell.
- * Student Discipline Committee.
- * Student Counselling Committee.
- * Internal Quality Assurance Cell.
- * Industry Institute Interaction Cell.
- * Media Cell.
- * Intellectual Property Rights Cell.


Principal 20.5.24

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MINUTES OF MEETING - I (AY 2024 - 25)

27.05.2024

The meeting to form various committees has been conducted on 24.05.2024 at 2.00pm in our Auditorium with all staff members and stake holders and the following members were present.

S. No	Name	Designation	Sign	S. No	Name	Designation	Sign
1	Mr.S.Prakadeswaran	Principal		32	K.Arunkumar	Lect/Auto	
2	Dr.P.Mani	Vice Principal		33	S.Ravindran	Lect/Auto	
3	K.Jayachandran	HOD/CSE		34	S.Gowtham	Lect/Auto	
4	A.G.Janagarathinam	Lect/CSE		35	K.V.Lingeshwaramoorthi	LT/Auto	
5	M.M.Mathiyazhagan	Lect/CSE		36	M.Mohan	Lect/Civil	
6	G.S Karmukilan	Lect/CSE		37	R.Thirni	Lect/Civil	
7	K Akalya	Lect/CSE		38	M.Ruckshana	Lect/Civil	
8	K.Jeeva	Instructor /CSE		39	P.Soundarrajan	Instructor/Civil	
9	G.S.Sriram	LT / CSE		40	M.Jeevanantham	Lect/English	
10	K.Vignesh	LT / CSE		41	K.Pavithra	Lect/English	
11	R.Saranya	Lect/ECE		42	B.Santhi	Lect/Maths	
12	R.Murugan	Lect/ECE		43	S.Ranjitham	Lect/Maths	
13	A.Moorthi	Lect/ECE		44	P.Rajakumar	Lect/Physics	
14	S. Shobana	Lect/ECE		45	S.Lalithambika	Lect/Physics	
15	P.Pavithra	Lect/ECE		46	B.Sadhasivan	Lect/Chemistry	
16	S.Dhivya	LT/ECE		47	A.Ayyammal	Lect/Chemistry	
17	P.Durkaiyan	Lect/EEE		48	M.Ganesan	Lect./Mech	
18	M.Vignesh	Lect/EEE		49	R.Yuvaraj	Lect./Mech	
19	V.Poongothai	Lect/EEE		50	S.Sathya	Lect./Tamil	
20	S.Umesh	Lect/EEE		51	P.Manickam	LT/Chemistry	
21	S.Nandhakumar	LT/EEE		52	D.Premkumar	LT/Wokshop	
22	E.Nallasivam	HOD/Mech		53	S.Anitha	LT/Physics	
23	P.Gokulnath	Lect/Mech		54	C.Ranjitha	Jr./ Office	
24	A.Ramprakash	Lect/Mech		55	S.Premadevi	Jr./ Office	
25	T.Manikandan	Lect/Mech		56	K.Arulmurugan	System Admin / CSE	
26	P.Ramesh	Lect/Mech		57	Kirubananthan S	Cashier	
27	A.Ponnudurai	Lect/Mech		58	N.Prabakaran	Physical Director	
28	D.Ruthires	LT/Mech		59	E.Dhanalakshmi	Librarian	
29	M.Barath	LT/Mech		60	S.Kannan	Deputy Warden	
30	P.Thirumoorthi	LT/Mech		61	K.Santhanalakshmi	Deputy Warden	
31	K.K.Arumugam	HOD/Auto					



**SHREE VENKATESHWARA HI-TECH POLYTECHNIC COLLEGE
GOBICHETTIPALAYAM**

CIRCULAR

Cir.No: 36/ 2024-25

Date: 19.08.2024

This is to inform you that a meeting of the Media cell is scheduled to discuss the objectives and activities of the committee in this Academic Year 2024-2025.

Meeting Details:

Date: 19.08.2024

Time: 3.00 pm

Venue: Auditorium

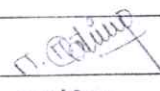
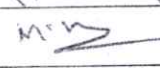
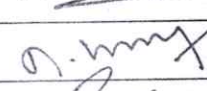
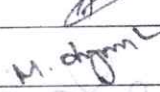
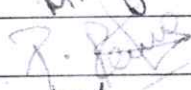
Agenda

1. Regular updates to the college website.
2. Discussion on increasing the number of followers on the college Instagram page.
3. Promoting college activities on YouTube.
4. Disseminating information about the college's social media pages to students.


Principal

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S. No	Name	Designation	Position	Sign
1	Mr.M.M.Mathiyazhagan.	Lecturer	Co-ordinator	
2	Mr.M,Ganesan.	Lecturer	Member	
3	Mr.S.Gowtham.	Lecturer	Member	
4	Mr.A.Moorthi.	Lecturer	Member	
5	Mr.M.Vignesh.	Lecturer	Member	
6	Mr.P.Ramesh	Lecturer	Member	
7	Mr.K.Vignesh	Lab Technician	Member	



**SHREE VENKATESHWARA HI-TECH POLYTECHNIC COLLEGE,
GOBICHETTIPALAYAM.**

Cir.No:37/2024-25

MINUTES OF MEETING – I (AY 2024 - 25)

Date: 19.08.2024

The meeting to discuss the objectives and activities of Media cell has been conducted on 19.08.2024 at 3.00 pm in our Auditorium with all committee members and the following members were present.

S. No	Name	Designation	Position	Sign
1	Mr.S.Prakadeswaran.	Principal	Chairperson	
2	Mr.M.M.Mathiyazhagan.	Lecturer	Co-ordinator	
3	Mr.M.Ganesan.	Lecturer	Member	
4	Mr.S.Gowtham.	Lecturer	Member	
5	Mr.A.Moorthi.	Lecturer	Member	
6	Mr.M.Vignesh.	Lecturer	Member	
7	Mr.P.Ramesh	Lecturer	Member	
8	Mr.K.Vignesh	Lab Technician	Member	

Points Discussed in this meeting

Item.No	Points Discussed	Responsibility
	Discussed the following Agendas 1. Regular updates to the college website. 2. Discussion on increasing the number of followers on the college Instagram page. 3. Promoting college activities on YouTube. 4. Disseminating information about the college's social media pages to students.	
1.	During today's meeting, the media cell members decided to implement regular updates to the college website, ensuring that content is fresh and relevant to keep students and staff informed.	All committee Members
2.	In today's discussion, the media cell members explored strategies for increasing the number of followers on the college Instagram page, including targeted campaigns and engaging content to boost visibility.	All committee Members
3.	The media cell planned to enhance visibility by promoting college activities through engaging YouTube videos.	All committee Members
4.	In today's agenda, the media cell members decided to disseminate information about the college's social media pages to students through email newsletters, posters, and announcements to enhance engagement and participation.	All committee Members

Prepared by

Approved by

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