

## DOCUMENTATION COMMITTEE 2020-2021

### Minutes of meeting

The meeting was convened by the principal on 10-12-2020 at 2pm in his chamber.

The following members are present in the meeting.

Dr.M.Govindappa, Principal of our college.

Prof.Nanjundaiah, Vice principal of our college.

Prof.M.S. Sudhakar. Covenor.

Prof. Prasanna. H.B, Member.

Prof. Suchitra, Member.

Prof. Prasanna. K.S, Member.

Prof. Poojashree, Member.

#### Agenda:

To collect the data and upload to the college website.

#### Minutes:


The convenor of the committee welcomed the principal and members to the meeting. The principal explained the duties of committee in detail and allocated the work to the committee members which are as follows.

NAME	ASSIGNMENT
Prof. M.S. Sudhakar	Supervision
Prof. Prasanna.H.B	Data collection
Prof. Suchitra	Cross-checking
Prof. Prasanna.K.S	Data uploading to college website
Prof. Poojashree	Follow-up

The meeting was concluded with vote of thanks by Prof.Suchitra.

  
CONVENOR

Prof.M.S.SUDHAKAR

  
PRINCIPAL  
PRINCIPAL  
RURAL COLLEGE  
KANAKAPURA - 562 111