Atria Institute of Technology

Department of Physical Education

MINUTES OF MEETING

Meeting Name:	Sports Calendar and Committee Members		
Date of Meeting:	August 11, 2020	**Time:**	11.30 AM to 12.30 PM
Minutes prepared by	Goutam R	**Location :**	Principal Chamber

1. Meeting Objective

- To prepare academic calendar for 2020-2021.
- To identify committee members

2. Attendee

Mr Avinash H S, Mr Suhas A Bhyratae, Mr Goutam R, Mr Jayanth U, Mr Chetan C S, Mrs Rajimol K P, Mr Anand, Mrs Umadevi R.

3. Agenda Item

- Sports Calendar for 2020-2021

4. Decisions

- Identify Indoor and Outdoor Events to send for VTU events based on calendar.
- Identifying Board members for 2020-2021 academic year.
- Identify the students for sports.

5. Action Items

- Submit the sports calendar by 18-08-2020.

6. Others

Goutam R **Member**	**Avinash H S** **PED**	**Dr. K V Narayanaswamy** **Principal**

Atria Institute of Technology

Department of Physical Education

MINUTES OF MEETING

Meeting Name:	Sports Preparing for 2020-2021 and Tournament for Faculties		
Date of Meeting:	July 2, 2020	**Time:**	10.30 AM to 11.30 AM
Minutes prepared by	Goutam R	**Location:**	Principal Chamber

1. Meeting Objective

- To identify the students level of interest in sports
- Coaching and practice sessions for the students on regular basis and extra coaching given before representation in competitive events
- Faculty tournament conduction

2. Attendee

Mr Avinash H S, Mr Suhas A Bhyratae, Mr Goutam R, Mr Jayanth U, Mr Chetan C S, Mrs Rajimol K P

3. Agenda Item

- Sports Preparing for 2020-2021 and Tournament for Faculties

4. Decisions

- Identify Indoor and Outdoor Events.
- Create goggle form and circulate across college to collect student's interest on which sports they have interest.
- Create goggle form and circulate across college to collect faculty's interest on which sports they have interest.
- Identify the Faculties to take care of respective sports event.

5. Action Items

- Submit the forms with respective sports by 13-07-2020.

6. Others

Goutam R **Member**	**Avinash H S** **PED**	**Dr. K V Narayanaswamy** **Principal**

Atria Institute of Technology

Department of Physical Education

MINUTES OF MEETING

Meeting Name:	Sports Budget Preparing for 2020-2021		
Date of Meeting:	July 6, 2020	**Time:**	02.00 PM to 03.00 PM
Minutes prepared by	Goutam R	**Location:**	Sports Room

1. Meeting Objective

- Preparing Budget for 2020-2021 academic year.
- Identify items needed for sports department
- Quotation from different vendors.

2. Attendee

Mr Avinash H S, Mr Suhas A Bhyratae, Mr Goutam R

3. Agenda Item

- Sports budget Preparing for 2020-2021 and purchase of items.

4. Decisions

- Identify Indoor and Outdoor sports items to purchase.
- Create budget separate for odd semester and even semester.
- Identifying sports which college participating for vtu.
- Take quotation from different vendors.

5. Action Items

- Submit the sports budget by 09-07-2020.

6. Others

Goutam R **Member**	**Avinash H S** **PED**	**Dr. K V Narayanaswamy** **Principal**

Atria Institute of Technology

Department of Physical Education

MINUTES OF MEETING

Meeting Name:	Sports Calendar and Committee Members		
Date of Meeting:	July 16, 2019	**Time:**	10.30 AM to 11.30 AM
Minutes prepared by	Goutam R	**Location:**	Principal Chamber

1. Meeting Objective

- To prepare academic calendar for 2019-2020.
- To identify committee members

2. Attendee

Mr Avinash H S, Mr Suhas A Bhyratae, Mr Goutam R, Mr Jayanth U, Mr Chetan C S, Mrs Rajimol K P, Mr Athiyamaan V, Mrs Umadevi R.

3. Agenda Item

- Sports Calendar for 2019-2020

4. Decisions

- Identify Indoor and Outdoor Events to send for VTU events based on calendar.
- Identifying Board members for 2019-2020 academic year.
- Identify the students for sports.

5. Action Items

- Submit the sports calendar by 21-07-2019.

6. Others

Goutam R **Member**	**Avinash H S** **PED**	**Dr. K V Narayanaswamy** **Principal**

Atria Institute of Technology

Department of Physical Education

MINUTES OF MEETING

Meeting Name:	VTU Inter college table tennis tournament		
Date of Meeting:	Nov 5, 2019	**Time:**	11.30 AM to 1.00 PM
Minutes prepared by	Goutam R	**Location:**	Principal Chamber

1. Meeting Objective

- To make arrangements for vtu table tennis tournament.
- Assign roles and Responsibility for Faculties and prepare for the tournament.

2. Attendee

Mr Avinash H S, Mr Suhas A Bhyratae, Mr Goutam R, Mr Jayanth U, Mr Chetan C S, Mrs Rajimol K P ,Mr Athiyamman

3. Agenda Item

- Make necessary arrangements and assign roles and responsibilities.

4. Decisions

- Assign roles and responsibility for the tournament.
- Make advertisement.
- Identify the Faculties to take care of respective work to prepare for this event.
- Make draft documents for attendance, receipt and lunch coupon.

5. Action Items

- Submit the tournament budget by 07-11-2019.

6. Others

Goutam R **Member**	**Avinash H S** **PED**	**Dr. K V Narayanaswamy** **Principal**

Atria Institute of Technology

Department of Physical Education

MINUTES OF MEETING

Meeting Name:	Sports Budget Preparing for 2019-2020		
Date of Meeting:	July 23, 2019	**Time:**	12.00 PM to 01.00 PM
Minutes prepared by	Goutam R	**Location:**	Sports Room

1. Meeting Objective

- Preparing Budget for 2019-2020 academic year.
- Identify items needed for sports department
- Quotation from different vendors.

2. Attendee

Mr Avinash H S, Mr Suhas A Bhyratae, Mr Goutam R

3. Agenda Item

- Sports budget Preparing for 2019-2020 and purchase of items.

4. Decisions

- Identify Indoor and Outdoor sports items to purchase.
- Create budget separate for odd semester and even semester.
- Identifying sports which college participating for vtu.
- Take quotation from different vendors.

5. Action Items

- Submit the sports budget by 25-07-2019
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6. Others

Goutam R **Member**	**Avinash H S** **PED**	**Dr. K V Narayanaswamy** **Principal**