

Date: 05th Jan, 2022

Time: 2:00 PM

Venue: Admission Cell

All Admission Committee members are hereby informed that a meeting has been held on 5th Jan, 2022, as per the following agenda given below:

Agenda:

- To discuss the distribution of new year gifts to Principals of remaining schools.
- To plan and review data collection of +2 students from schools.
- To discuss coordination with school authorities for accurate and timely data sharing.
- To plan interactive sessions with +2 students for career guidance and admission awareness.
- To discuss additional advertisement and promotional activities.
- To review options including print media, digital promotion, and school outreach.



Dr. Gaurav Tejpal

Dean CCIE



DISCUSSION

The following Agendas were discussed during the Admission Committee Meeting

S.No.	Agenda	Decision	Responsibility	Deadline
1	Plan and Review Data Collection of +2 Students from Schools	<ul style="list-style-type: none"> Methods of Data Collection: <ul style="list-style-type: none"> Forms (physical or digital) Direct interactions with students (via school visits, events, or virtual sessions) Data Categories: Contact information, preferred courses, academic performance, and other relevant details. Target Timeline: Define when data should be collected 	Admission Committee	11.01.2022
2	Discussion on Additional Advertisement and Promotional Activities	<ul style="list-style-type: none"> Target Audience: Define the primary audience for each type of advertisement (e.g., students, parents, school authorities). Ad Types: <ul style="list-style-type: none"> Print ads in regional newspapers (education supplements, local dailies). 	Admission Committee	11.01.2022

Dr. Gaurav Tejpal

Dean CCIE

Copy to: Principal (AGC) for information