



**WOMEN EMPOWERMENT CELL PROCEEDINGS**  
**ACADEMIC YEAR**  
**2018-19**

**PRINCIPAL**  
**Alva's Institute of Engg. & Technology,**  
**Mijar, MOOBBIDRI - 574 225, D.K**



# ALVA'S INSTITUTE OF ENGINEERING & TECHNOLOGY

Shobhavana Campus, Mijar – 574225, Moodbidri

Dakshina Kannada, Karnataka, India

AIET/WEC/2018-'19/15

04.08.2018

From,

Dr Claret Mendonca

Associate Professor and Faculty Co-ordinator for Women Empowerment Cell

PG Department of Business Administration, AIET

To,

The Principal

AIET

Mijar

Dear Sir,

Subject: Formation of Women Empowerment Cell for the Academic Year 2018-'19

The following faculty have shown interest in being part of the Women Empowerment Cell.

1. Mrs Shiny Joseph, Asst Professor, PG Department of Business Administration
2. Mrs Reema Frank, Asst. Professor, PG Department of Business Administration
3. Mrs Merlyn Lobo, Asst. Professor, Department of CSE
4. Mrs Shruthi, Asst. Professor, Department of ECE

I seek your approval for the same.

Best regards,

  
Dr Claret Mendonca

Chief Faculty Coordinator



# ALVA'S INSTITUTE OF ENGINEERING & TECHNOLOGY

Shobhavana Campus, Mijar – 574225, Moodbidri

Dakshina Kannada, Karnataka, India

AIET/PR/2018-'19/1806

08.08.2018

## CIRCULAR

The following faculty have been nominated as the members of the Women Empowerment Cell for the academic year 2018-'19.

1. Dr Claret Mendonca, Associate Professor, PG Dept. of Business Administration  
(Chief Coordinator)
2. Mrs Shiny Joseph, Asst. Professor, PG Department of Business Administration
3. Mrs Reema Frank, Asst. Professor, PG Department of Business Administration
4. Mrs Merlyn Lobo, Asst. Professor, Department of Computer Science Engineering
5. Mrs Shruthi, Asst. Professor, Department of ECE

Regards,

PRINCIPAL

Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, DK

Chief Coordinator, Dean Academics, Dean Planning, Dean MBA, HODs CSE / ECE/  
ISE/ ME/Civil, All faculty, AO, SWOs



# ALVA'S INSTITUTE OF ENGINEERING & TECHNOLOGY

Shobhavana Campus, Mijar – 574225, Moodbidri

Dakshina Kannada, Karnataka, India

AIET/WEC/2018-'19/07

11.08.2018

## MEETING NOTICE

The first meeting of the Women Empowerment Cell for this academic year 2018-'19 will be held on 13. 08. 2018 in the Chief Coordinator's Faculty Room at 2 pm. It is very important that all members be present for the meeting without fail.

## AGENDA

1. Plan activities for the academic year 2018-'19
2. Delegation of Duties to the Faculty Coordinators
3. Preparation of the Budget
4. Any other matter

Regards,

Dr Claret Mendonca

Chief Coordinator

Copies to:

Principal, Dean Academics, Dean Planning, Dean MBA, HODs CSE / ECE/ ISE/ ME/Civil,  
All faculty, AO, SWOs



# ALVA'S INSTITUTE OF ENGINEERING & TECHNOLOGY

Shobhavana Campus, Mijar – 574225, Moodbidri

Dakshina Kannada, Karnataka, India

AIET/WEC/2018-'19/18

13.08.2018

## Minutes of the Meeting

### **Members Present:**

1. Dr Claret Mendonca, Associate Professor, PG Dept. of Business Administration
2. Mrs Shiny Joseph, Asst. Professor, PG Department of Business Administration
3. Mrs Reema Frank, Asst. Professor, PG Department of Business Administration
4. Mrs Merlyn Lobo, Asst. Professor, Department of Computer Science Engineering
5. Mrs Shruthi, Asst. Professor, Department of ECE

### **Proceedings of the Meeting:**

1. Activities planned for the academic year 2018-'19
  - a) Prof. Audrey Pinto, Alva's PG College, Moodbidri – Three day workshop on Women Social and Economic Empowerment for Faculty and Students
  - b) Guest talk on woman's health and wellness by Dr Priya Ballal, Professor and Head of the Department, Obstetrics and Gynaecology, KMC, Mangalore
  - c) One-day workshop on Professional Grooming for Corporate Life by Mrs Matharani Mathias, Former Principal of Sarosh Institute of Hotel Management and presently Corporate Lifestyle Trainer.
  - d) Debate on women's contribution to the economy
  - e) One-week training on Yoga and Meditation for the final year female students and faculty
2. Assignment of responsibilities:
  - a) Mrs Reema will invite Dr Audrey Pinto and organize the three day workshop for students and faculty
  - b) Mrs Shiny would invite Dr Priya Ballal and organize the event.
  - c) Dr Claret will invite Mrs Matharani Mathias for the workshop on Professional Grooming for Corporate life.
  - d) Mrs Merlyn Lobo will organize the debate on women's contribution to the economy
  - e) Mrs Shruthi will organize one-week yoga training for the students. Dr Vanitha, Principal has consented to send the PG students for the Yoga Training. Faculty will take the help of MBA students to conduct the events.

Regards,

  
Dr Claret Mendonca  
Chief Coordinator

Copies to:

Principal, Dean Academics, Dean Planning, Dean MBA, HODs CSE / ECE/ ISE/ ME/Civil,  
All faculty, AO, SWOs

12.08.2018