



No. Office/Dept./2017

14th July, 2017

CONFERENCE COMMITTEE

In order to ensure that the research activities are always given a major thrust in the academic environment of the college, a Conference Committee is constituted from the A.Y. 2017-18 onwards. The committee is expected to fulfill the following functions and responsibilities.

- Based on available dates according to academic calendar, propose the budget and do the preliminary analysis.
- Decide the conference theme.
- Approach the imminent personality relevant to conference theme.
- Selecting Key Conference Members and Committees.
- Selecting and Approaching the Publishers for proceedings publications.
- Establishing policies and guideline for conference expenditures, kind of sponsorships, mode of paper acceptance etc.
- Preparing a tentative budget: Determining sources of funding and projected expenditures.
- Plan for mode of publicity according to available time and budget.
- Detailed planning conference schedule.
- Contact the keynote personalities and check there availability as per conference schedule.
- Contact the imminent speakers and check there availability as per conference schedule.
- Contact the session chairs and check there availability as per conference schedule.
- Establishing a management system for handling submitted papers, author correspondence, author registrations and requests for information.
- Decide Payment Policies for registered Author.
- Finalize the Conference venue and make desirable arrangement.

CONFERENCE COMMITTEE MEMBERS:

SR. NO.	NAME OF THE MEMBERS	POSITION
1.	Dr. Hari Vasudevan	Chairman
2.	Dr. A.R. Joshi	Member
3.	Dr. Amit Deshmukh	Member
4.	Dr. K. N. Vijayakumar	Member
5.	Dr V. Ramesh	Member
6.	Dr. P.S. Joshi	Member
7.	Prof. E. Narayanan	Member
8.	Dr. M. J. Godse	Member
9.	Dr. N. M. Shekokar	Member