



No. Office/Dept./2022

15<sup>th</sup> July, 2022

### **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 re-constituted from the A.Y. 2022-23 onwards. The committee is expected to fulfil 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:**

<b>SR. NO.</b>	<b>NAME OF THE MEMBERS</b>	<b>POSITION</b>
1.	Dr. Hari Vasudevan	Chairman
2.	Dr. Amit Deshmukh	Member
3.	Dr. K. N. Vijayakumar	Member
4.	Dr. Meera Narvekar	Member
5.	Dr. Narendra Shekokar	Member
6.	Dr. Prasad Joshi	Member
7.	Prof. Rupali Karande	Member
8.	Dr. Vinaya Sawant	Member
9.	Dr. A. R. Joshi	Member

Dr. Hari Vasudevan  
(Principal)