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NANTIL CATHOLIC COLLEGE OF ARTS AND SCIENCE

kaligakkavilai

Public Relation Cell Of NACCAS

Public Relation Cell

2023 - 2024

21st August, 2023.

The first meeting of Public Relation Cell was conducted on August 21, 2023 in the Principal's room at 1:45 pm. The agenda of the meeting was to start a new initiative of uploading youtube videos. Every Friday a video portraying the activities and events of the college and of each department of the college is to be telecasted in a news format.

Now a days students live in a virtual world. They learn and educate themselves through social media. Thus, it was decided that all the college activities will be spread through virtual means for updating the public about college's progress.

The meeting was headed by the Principal, Dr. M. Amalnathan. Mrs. Reshma Raju, Assistant Professor of English department was selected as the convener of the cell. The members of the cell and the Principal decided to opt some capable and talented students for editing and to make a video. The meeting dispersed with a note that tomorrow a meeting along with the selected students will be held in the Secretary Father's room.

Members Present:

Mrs. Reshma Raju
Dr. Seema Mole . N.
Dr. A. Sujatha Jaic
Dr. R. Adlin Teba
Mr. Adwin Sifo

[Signature] (Convenor)

[Signature]

[Signature]

(Student Representative)

[Signature]
(Convenor)

[Signature]



PRINCIPAL
Nanjil Catholic College of Arts & Science
Kaliyakkavilai - 629 153.

Meeting - 2

22nd August, 2023
Tuesday

The second meeting of Public Relation Cell took place in the Secretary Father's room at 12:15 pm. The meeting was headed by Secretary Father, Dr. M. Eckerens Michael. The Principal Dr. M. Amalathan introduced the new convenor, Mrs. Reshma Raju, the Asst. Prof. of English Department and the members, Dr. Adwin Jeba, Dr. Sujatha Joyce and Dr. Seema Mol to the father. The five students selected for editing videos are Adwin Sijo and Palin Sukin of II M.Sc. Computer Science, Renjith, Shinto and Achwin of III B.Sc. Computer Science. Sazan Lal of II M.Sc. Physics was also selected for editing.

The aim for making the videos were discussed. Father told that videos will enlight all the students about different activities of the college, so that they can be benefited. It was decided that the first video will be about Onam Celebration of our college which is to be celebrated on 25th of August, this year. The video will be taken by a camera man and students can get that in a pendrive and make it into a news video. Mrs. Sujatha Joyce man was opted to give the voice over and the video was to be uploaded on 29th August, 2023.

Meeting dispersed with a words of motivation by the secretary Father and the Principal sir. The edited students were given a chance to put their names in the video as a token of appreciation.

[Signature]
(Convener)



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Meeting - 3





4th September, 2023
Monday.

Time: 1:45 pm.

Venue: Principal's room.

Agenda: Year Plan

Members Present:

Mrs. Reshma Raju		(Convener)
Dr. R. Adhis Teja		
Dr. Sooma Mole. N.		
Dr. A. Sijatha Teja		

Minutes -

- Appreciation
- Editing, 2 from each class → for taking video.
- Freshers day of all department.
- Group Building →
- Phy. Edu. News.
- Lab facilities
- Video about college.
- Each department.
- NSS
- MSW
- Ex. Principal, Teachers (College history)
- Play in parents meeting.
- Public Awareness Committee
- 7th, next meeting.



The meeting began by 1:45 pm in Principal's room. All the club members took part in it.

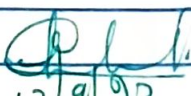
Principal Dr. M. Amalanathan appreciated the first effort of uploading Onam celebration video. He praised that the video has crossed 1.1K views within a week. He also portrayed the difficulties in taking video of all the departments and their activities by only two or three selected students. So, a plan to select two students from each department for just taking video was put forth. Perjith and Shinto of III B.Sc. Computer Science were opted for editing the video.

The upcoming events for video was also planned, namely; freshers day, Group-building day, Physical Education department activities, Lab facilities, video of each department and and of College history, NSS, MCD of field work etc. Principal sir highlighted that if all these videos are uploaded successfully, then for sure our cell would have completed the task of Public awareness committee. He pointed out that this is the real task of Public Relation Cell. He ensured that if these videos become a great success, then we can play it during PTA meetings too.

The meeting ended with a note to select two students representatives from each departments and make them to join for the next meeting on 7th, September 2023 at 12:15 pm in Father's room.


(Convener)




13/9/23

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Kaliyakkavilai 625 012

Meeting - 4

11th September, 2023

Saturday

Time : 12:15 pm

Venue : Secretary Father's room.

Agenda: Alloting works to different members of different group.

Members Present :

Mrs. Reshma Raju

 (Convener)

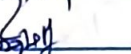
Dr. R. Adlin Teba



Dr. A. Sujatha Joice



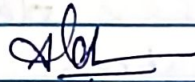
Dr. N. Seema Mol



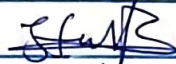
Ms. G.S. Adwin Shijo

 (Students Representative)

Ashwin



Harris Ron



Shinta K.S



Sreesith M.C



Saran Lal S.J.



Vaun S.



D. Dhama Sahas



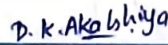
V. Shrestin



Linisha L.C



D.K. Akalshiya



RS. Ashwin



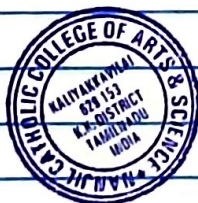


The meeting began at 12:45 pm in Secretary Father's room. The meeting was presided by the Principal, Dr. M. Amalanathan. All the student representatives were assigned with the task of making one video from each department.

The physical Education students were allotted with a task of making video of Olivia Fest. The English department has to make a video highlighting the department activities. Then, the physics and Chemistry as well as Biology together has to a video about their laboratory. The student representatives from these departments have to take a video and submit it to Shibu Sir, who will allot them with a separate system for editing the videos. The task of editing the video was assigned to Adwin Shijo of T.M.A. English and Perijith of III B.Sc. Computer Science.

The meeting ended with the words of appreciation for the past works by the secretary Fr. Dr. M. Eckermanns Michael. It was decided that the next review meeting will take place next month for updating the program.

John
(Convener)



Arbit
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Kaliyakkavilai - 629 153.

Meeting - 5

4th October, 2023
Wednesday

Time : 12:15 pm

Venue : Principal room

Agenda: Review meeting / Rank holders video.

Members Present :

Mrs. Reshma Raju

Dr. R. Adlin Jeba

Dr. A. Sujatha Toice

Dr. N. Seema Mol

Rejith R.K

Shinto K.S

Aadwin Shijo G.D

V. Phurkin

Linisha L.C

D.K. Akalshiya

Saravala S.J

Rejith

Shinto K.S

Aadwin Shijo G.D

V. Phurkin

Linisha L.C

Akalshiya


Saravala S.J

The meeting began sharply at 12:15 pm in Principal Dr. M. Anathanathan's room. He enquired each representatives about the progress of the work assigned. Olivia fest video is ready and soon after the end of the final day the video editing will begin. But about other activities no proper progress took place. He requested the members to take necessary steps and finish the assigned task as soon as possible.

The Manonmaniam Sundaranar University has announced the rank list. One college has

scored about 5 gold medals and 51 ranks in the academic year 2021-22. This is a proud moment. So, to inform it to all Principal gave an idea to make a video of this rank holders.

The task of creating the rank holders and video was assigned to Adwin Shijo of I M.Sc. Computer Science and Dr. Sujatha Poice man took up the charge of creating the voice over for the video. Thus, the meeting dispersed with a promise of editing the rank holders video before parents meeting.


(Convenor)





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Meeting - 6

25th October, 2023
Wednesday

Time : 2:00 pm

Venue : Principal's room

Agenda : Civil Service class video & appreciation
for rank holders video.

Members Present :

Ms. Reshma Raju

Dr. A. Sujatha Toice

Dr. R. Adlin Teba

Dr. N. Seema Mol

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Minutes :

- Appreciating the rank holders video
- New video on civil service orientation.

The meeting began sharply at 2 pm in Principal's room. The Principal Dr. M. Analanathan appreciated the effort taken in making the Rank Holders Video. That video was uploaded on 19th October, 2023.

In our college for Civil Service aspirants one day Civil Service Exam Orientation was held and the members were asked to make a video on that orientation. The meeting ended with a note to release the new video as soon as possible.

[Signature]
(Convener)



[Signature]
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Kalyakkavilai - 628 153.

7th November, 2023

Thursday

Time: 12:15 pm

Venue: Principal's room

Agenda: Promo Video for Graduation day and alumni day.

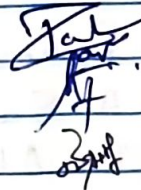
Members Present:

Mrs. Reshma Raju

Dr. A. Sujatha Joice

Dr. M. Seema Mol

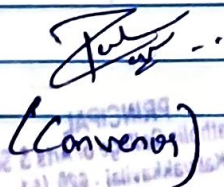
Admin Shijo. A.S.



(Student representative)

The meeting began sharply at 12:15 pm. The meeting was called to release a promo video for our Graduation day as our chief guest is Dr. C. Sylander Babu, the ex-IPS officer. Then on from this year we are about to start the alumni on every 26th December of each year.

Admin Shijo of I.M.Sc. Computer Science, suggested to telecast our graduation day live on that day in our youtube channel. This was happily accepted and appreciated by everyone. Thus, to create these videos before 15th November was decided as after that students will go for the study holidays. The meeting ended with a plan to make a promo and telecast it in the beginning of the next month.



(Convenor)




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Meeting - 8

YOUTUBE VIDEO COMPETITION

4th January, 2023
Thursday

Time: 12:15 p.m.

Venue: Principal's room

Agenda: Conducting a video editing
competition

Members Present:

Mrs. Peshma Raju

Dr. A. Sujatha Joice

Dr. N. Seema Mol

Dr. Adlin Jeba

Mr. Abilash San Paulstin

Mrs. Sahaya Rose Ajitha

The meeting began sharply at 12:15 pm. Dr. Analanathan, Principal of NACCAS introduced a new faculty Mrs. Sahaya Rose Ajitha. Now Media Committee and Public Relation Cell will work together. So, Facebook, Instagram and Youtube videos will be posted through Mrs. Sahaya Rose.

A new initiative for getting more videos was put forth. Everyone together accepted to conduct an inter department youtube video competition. The name for the competition was opted as "YOUTUBE

VIDEO CONTEST". The date was fixed as 31st January. From 31st Jan till 29th Feb the time will be give for them to spread the video. Each department has to make a video highlighting their activities for the academic year 2023. The video should not be more than 5 minutes and minimum of 3 minutes.

On 31st January, 2024 all the videos will be uploaded and from that day till 29th February the likes, views will be counted and based on marks, likes, views the prizes will be awarded. Cash prize for the program were put forth. Principal sir told that he will ask our correspondent and fix it. It was decided that about this competition the details will be informed to the HOD in their meeting. Each department has to submit their videos in pendrive to Mrs. Sahaya Rose Ajitha. Principal asked to conduct this competition in collaboration with Fine Arts Committee. The meeting ended by 12:45 with a hope to execute the competition successfully.

[Signature]
(Convener)



[Signature]

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NANJIL CATHOLIC COLLEGE OF ARTS AND SCIENCE

KALIYAKKAVILLAI

PUBLIC RELATION CELL

Action Taken Report 2023 - 24

As per the plan made in the meetings following videos were made and uploaded in the YouTube channel of our college for advertisement and promotion:

4th September, 2023

- Association Day (Department of Physics)
<https://youtu.be/WmD2c6sUjtg?si=-VGDXbwVUoqBKhmW>
- Industrial visit (Department of Chemistry)
<https://youtu.be/loELZETvH2U?si=VRx7wi8OWvUnesK2>
- Nanjil Research Forum Workshop
<https://youtu.be/j8-cl2oPuc?si=eohNp0YIbxT6xS6N>

4th October, 2023

- Rank Holders
https://youtu.be/mXqczbQyceA?si=urUVv_i02CDLontl

25th October, 2023

- Civil Service Exam Orientation Program
https://youtu.be/A-NuDQnrWOY?si=d_hnPWKV0pGiyxeU

7th November, 2023

- Graduation Day
<https://youtu.be/7FuGXJljlQ?si=IxHhmrKk8hsAgtXR>

4th January, 2024

- YouTube Video Contest
<https://youtu.be/p9CQRyQ8xt8?si=LqKn3zY3JfLcOOan>
https://youtu.be/IAQP7paOO8Q?si=_p4n8E3hEwuCykmK
<https://youtu.be/hfD1KCQKDHc?si=A9MjBYrPV7nuWfur>
<https://youtu.be/KBracan0g2g?si=tdQbiRVbRNbHWiQI>
<https://youtu.be/xTbG5DbHjFw?si=LNmbcRi0ASEEDzWN>
<https://youtu.be/KU5PJWGSRI?si=1oHdj8f3wTkf6do3>
<https://youtu.be/amY9ksacTWA?si=IXhS80phKN0Es6H5>
https://youtu.be/JAq5diqrL_k?si=Zzx5IYYkAof8G93T
<https://youtu.be/6XYCI8YD6HQ?si=TK-GmsW8ctJdTKhk>

PRINCIPAL

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