



Chettinad

Academy of Research & Education
(Deemed to be University Under Section 3 of the UGC Act 1956)

CAREER COUNSELLING & PLACEMENT CELL

Date & Time:02.09.2018, 11.00 am

Venue: College Council Room

MINUTES OF THE MEETING

Meeting Attendees:

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| 1. Dr. Murugesan R, Director-Research | - Convener |
| 2. Dr. SripathiKandula, Principal, FAHS | - Member |
| 3. Dr. Veena M Joseph, Principal, CCN | - Member |
| 4. Dr. Rajesh Kanna, Professor, Pathology, CHRI | - Member |
| 5. Dr. Saradha, Assistant Professor, Pharmacology | -Member |

The convener welcomed the members and started the deliberations.

Agenda:

1)To conduct workshop on 'resume writing'.

Members discussed about the plan to conduct workshop on 'Resume Writing'-scheduling, inviting speakers, informing the students and encouraging students to prepare their own resume etc.

After the discussion it was decided to send a request to Vice Chancellor and Registrar for necessary action.

Dr. Murugesan R,

Director-Research

Convener- Career counselling and placement cell