



DAYANANDA SAGAR COLLEGE OF DENTAL SCIENCES
Shavige Malleshwara Hills, Kumaraswamy Layout
Bangalore 560 076

DSCDS/ Internal/2023/ 087

September 15, 2023

CIRCULAR

The following staff member shall coordinate the graduation day program to be held on **05/10/2023** between **11:00am and 1:00pm. will be.**

The various committee will coordinate with them for all activities.

The following are the committees for the event:

SI No.	Committee	Staff	Duties	Interns
1	Chief Coordinators	Dr. Krishnanand PS & Dr. Varada R Hiremath	Overall coordinators for the entire program	
2	MC	Dr. Mir Shahid Ulla Dr. Priyanka Girish	Master of ceremony for the college program	
3	Reception	<ul style="list-style-type: none">• Dr. Archana Naik• Dr. Sangeetha R• Dr. Ambili C• Dr. Koduru Sravani• Dr. Akshata Airsang• Mrs. Vidya G• Mrs. Umadevi NR	<ul style="list-style-type: none">• Back stage arrangements• Stage arrangement• Decoration• Bouquets- for table and for guests• Invitation Cards (design and Print) and Distribution, Banners• Seating of guests (off stage)parents , staff and students• Seating arrangements of dignitaries and HOD's on the dais• Lining of graduates on the dais after receiving the certificates for group photosession• Garlands for Dayananda Sagar statue near Heritage building for Garland ceremony and on stage	<ul style="list-style-type: none">• Inara• Preeti• Samika• Shrisha• Gaganashree• Sindhu• Ayesha Noorain• Megha• Madhura• Malvika• Andrea
4	Award, gifts and Mementoes	<ul style="list-style-type: none">• Dr. Prashanth NT• Dr. Pallavi Nanaiah• Dr. Preeti Patil• Dr. Deepthi M	<ul style="list-style-type: none">• Selection of<ul style="list-style-type: none">- Year Toppers- Subject toppers (final year +Oral Path)- Best outgoing awards- academic, sports,cultural- Best All-rounder male and female- One male and female intern for " Expressions"• Gifts and mementoes for the guests	<ul style="list-style-type: none">• Asma• Keerthana• Simran• Sri Keerthi• Gagan• Shishir• Preeti• Sayani• Sreejani




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5	Graduation	<ul style="list-style-type: none"> • Dr. Sreeharsha TV • Dr. Dharam M Hinduja • Dr Mohd Nizam • Dr. Brunda K • Dr. Mahesh PC • Mrs. Manjula V • Mr. Prakash KM 	<ul style="list-style-type: none"> • Selection of <ul style="list-style-type: none"> - Graduate Certificates - Plaques for toppers • Gown – students and guests • Oath scroll • Graduation march • Seating of graduates • Lining graduates for receiving certificates and awards • Co-ordinating with various departments regarding participation of passed out PG's 	<ul style="list-style-type: none"> • Sheema • Nimra • Akash • Ekata Singh • Aishwarya W • Chaitra • Apramita • Soumya • Shobha • Sahana Av
6	Hospitality	<ul style="list-style-type: none"> • Dr. Smitha Kulkarni • Dr. Mahesh DR • Dr. Ashok HK • Dr. Prajwal P • Dr. Pavithra Prabakaran • Mr. Lepakshi • Mr. Ashok Babu 	<ul style="list-style-type: none"> • Menu • Food arrangements at food court • Food arrangement for guests in first floor of Auditorium • High tea at board room for the guests • Seating arrangement in food court 	<ul style="list-style-type: none"> • Monish • Dhanush • Shiksha • Prathibha • Madhumitha • Swaroop • Jeff • Ayesha Sameen • Shresht
7	Cultural	<ul style="list-style-type: none"> • Dr. Smitha Sharan • Dr. Ranjini MA • Dr. Vidya MA • Dr. Darshana S Nayak • Dr. Afshan SW • Dr. Megha Kachari • Dr. Ms. Ashitha ML • Mrs. Pramila Margaret • Mrs. Anusha • Ms. Divya 	<ul style="list-style-type: none"> • Planning, implementing and monitoring all activities of the cultural week • Planning, implementing and monitoring cultural events on the college day. • For selection and conducting rehearsals 	<ul style="list-style-type: none"> • Sukanya • Sadhvi • Suzana • Likitha • Sanjana • Jeff(Av) • Shishir(Av) • Sahana Suggi • Rishitha • Sanjana • Harshitha • Thanushree • Ragashree
8	Sports	<ul style="list-style-type: none"> • Dr. Ashok HK • Ms. Bharathi BL • Dr. Aravind M • Dr. Smitha Kulkarni • Dr. Sangeetha R • Dr. Preeti Patil • Dr. Pradeep Chandra K • Dr. Mir Shahid Ulla • Dr. Prajwal • Dr. Pavitra Prabhakaran • Mr. Ravichandra TM 	<ul style="list-style-type: none"> • Planning, implementation and monitoring all preliminary sports events and events on sports day. 	<ul style="list-style-type: none"> • Devashish • Sreeja • Kanishka • Meghana Prasad • Megana Gogal • Parth • Preeti • Indu • Huda • Mamatha • Pragna



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		<ul style="list-style-type: none">• Mrs. Usha T		
9	AV	<ul style="list-style-type: none">• Dr. Vinod Rangan• Dr. Pradeep Chandra K• Dr. Nayana M• Dr. Jayanth NR• Mr. Ashwin KJ	<ul style="list-style-type: none">• DSI and DSCDS Videos• Music – fillers, graduation march music, lighting of lamp, certificate distribution ceremony, national anthem• Coordination with EDP regarding AV arrangements• AV arrangements for cultural• Publicity on Social Media	<ul style="list-style-type: none">• Jeff• Shishir• Michael• Nishad• Priyanka• Roseline• Devashish• Mili
10	Finance	<ul style="list-style-type: none">• Dr. Ramnarayan BK• Kavitha M	<ul style="list-style-type: none">• Budget preparation with various committees• Fund management	<ul style="list-style-type: none">• Deepak• Adamyia


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