



ASHOKA

INSTITUTE OF TECHNOLOGY AND MANAGEMENT

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Ashoka Engineering
Chauraha, Paharia,
Sarnath, Varanasi
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MEDIA, PUBLIC RELATION & NEWSLETTER COMMITTEE

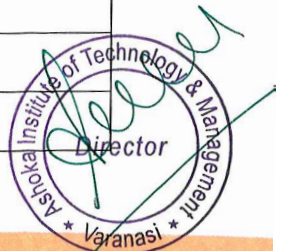
FUNCTIONS

1. To send advertisements, news items about the functions or events organized in the college to the dailies and get the news published.
2. To bring reporters to the college through invitations or by phone to provide coverage about the functions or events organized in the college.
3. To make promotional activities about the college such as printing of pamphlets or brochures in attractive way and to distribute them to the public and students as and when required.
4. To Maintain Public relations for achievement of Institute's goal of becoming the institute of international repute.
5. To Collect data, edit and publish as newsletter to make stakeholders and prospects more aware about Institute's' on-going practices.

RESPONSIBILITIES

1. The Committee is responsible for keeping good relations between the organization and students
2. Managing Student, Government's public image, implementing marketing efforts, planning large campus-wide events
3. Using different outreach/public relations strategies to keep students informed about the organization as a whole.
4. Handling the official social platforms of college like the official page of the Institute of Law on Facebook, Instagram and Twitter.

Sr. No.	Name	Designation
1.	Mr. Amit Maurya	In Charge
2.	Mr. Anurag Maurya	Graphic Designer & photography
3.	Mr. O. P. Sharma – Head T&P	Member
4.	Mr. Rajesh Maurya	Member
5.	Mr. Randeep Sharma	Member



6.	Mrs. Sharmila Singh– Ass. Prof Management	Member
7.	Mrs. Kavita Patel	Member
8.	Mrs. Nisha Pandey	Member
9.	Mr. Prem Chand - Ass. Prof Humanities	Member
10.	All HoD's	Member

FREQUENCY OF THE MEETINGS –Normally purchase committee meets once in a month.

