



Dramatics Club Meeting

Session: 2022-23

Ref. No: TIAS/Club/ACM-01/2022-23

Date: 9/9/2022

Minutes of the Meeting

In pursuance of "Dramatics Club" scheduled on 9, Sept. 2022 was held at 4.00 pm through offline moderunder the chairmanship of Dr. Shaheen to discuss and approve the agenda. The meeting started with the welcome of all members by the chair. The following members were present & attended the meeting.

(a) Chairperson: Dr. Shaheen Bano

(b) Members:

1. Dr. Ruchi Srivastava, Event Head
2. Ms. Megha Sharma, Student Welfare
3. Ms. Priyanka Singh, Electoral Literacy Club In charge, BAJMC Faculty
5. Ms. Jyoti Gupta Photography Club In charge, BAJMC Faculty
6. Dr. Neha, Happiness Club In charge, BCA Faculty
7. Kritika Bhoj (BAJMC, Student)
8. Jai Vijhani (BAJMC, Student)
9. Shivang Mishra (BAJMC, Student)
10. Ayush Arya (BCA)
11. Prashant Kumar (BBA)

Agenda Points:

1. **Club Activity Planning and Implementation** for academic session to be started from 12th sep., 2022.
2. **Discussed regarding enrolment of volunteers of the club from all the departments:** All the core committee members are requested to motivate the students for participation as volunteers.

3. **To discuss the proposed events of the Dramatics Club:** Proposed event calendar has been discussed and finalized with the approval of all the committee members. Some of the proposed events are as follows:
 1. One-Act Plays
 2. Street Plays
 3. Mono Acting

4. **Discussed the role and responsibilities of the committee members**
 - (a) Dissemination of the event information to their respective departments and ensure maximum participation from the students.
 - (b) Organising the club enrolment of volunteers
 - (c) To promote club events through all appropriate media
 - (d) To maintain an accurate record of all the activities of the club.

6. **Discussed and finalised the role and responsibilities of the volunteers of the club.**
 - (a) All volunteers shall work under the guidance of committee members.

7. **Framed the guidelines for smooth conduct of club activities.**
 - (a) All the students will be informed about the events through notice.
 - (b) Students may submit their entries to their respective coordinators.
 - (c) Geo-tag photographs are mandatory
 - (d) Submission of report within 2 days is mandatory.

All the resolutions and minutes are put-up in front of Institutional academic committee for approval.

Sd-

(Club Incharge)

Dr. Shaheen Bano



CC:

- To Director, Tecnia Institute of Advanced Studies for kind information
- To Dean, Tecnia Institute of Advanced Studies for kind information
- HOD's- MBA/BBA/BCA/BAJMC



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09/09/22 10:41 PM GMT +05:30

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