



TECNIA INSTITUTE OF ADVANCED STUDIES

GRADE "A" INSTITUTE

Approved by AICTE, Ministry of HRD, Govt. of India, Affiliated to GGSIP University
Recognized Under Sec. 2(f) of UGC Act 1956

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Electoral Literacy Club Progression Meeting

Session: 2022-23

Ref. No: TIAS/Club/ACM-04/2022-23

Date: 07/02/2023

Minutes of the Meeting

In pursuance of "Electoral Literacy Club Meeting" scheduled on 7 February 2023 was held at 5:00 pm through offline mode under the chairmanship of Ms. Priyanka Singh to discuss and approve the agenda given by Resource Guide for Colleges. The meeting started with the welcome of all members by the chair. The following members were present & attended the meeting.

(a) **Chairperson:** Ms. Priyanka Singh , Assistant Professor (Nodal Officer)

(b) **Members:**

S. No.	Name
1.	Ms. Priyanka Singh , Assistant Professor (Nodal Officer)
2.	Dr. Ruchi Srivastava (Faculty)
3.	Ms. Megha Sharma, Faculty, Mgmt. Sciences In/c Student Welfare Member
4.	Dr. Ashutosh Bajpai, (MBA) Professor
5.	Ms. Vaishali Prashad BBA(Faculty)
6.	Ms. Sooniya Kukar (Faculty)
7.	Dr. Rajnesh Kumar Pandey BA(JMC) (Faculty)
8.	Ms. Shivangi Garg (BCA student)
9.	Mahesh Pathak(BBA student)
10.	Preeti (BAJMC student)
11.	Rajat (BAJMC student)
12.	Manvi Mahipa (MBA student)
13.	Khushi Manchanda (BAJMC student)

Agenda Points:

1. Action Taken Report (ATR) of the minutes of meetings dated 21/10/2022

Action taken report of the minutes of meetings dated 21/10/2022 was presented by the nodal officers approved. Noted by the house without any further comments/suggestions

2. Deciding Volunteers For the club: Identify volunteers for upcoming even semester of ELC Club.

Activity planned as per email received: ecoclub.delhi@delhi.gov.in

All the activities are conducted which we received from elcceodelhi@gmail.com the emails are forwarded from the director office.

3. Discussion about photographs and report uploading on the website.

4. Discussion on upcoming Club Activity Planning and Implementation: For upcoming even semester 2022 – 2023.

i. Annual activity planned as per Clause 16 “Proposed Schedule of Activities” of Resource Guide for Colleges” and Discussion on the Events in Electoral Literacy Club of the upcoming session Calendar:-

- Film Screening: Importance Of Voting
- CEO's visit Talk Show: Participation of Youth in Electoral System"
- Ballot Bistro
- Registration Drive for 18+ students
- Wall Magazine & Featured Story in College Magazine
- Ballot Bistro
- Debate Competition

5. Planning for organizing an extension activity under ELC Club, As per the discussion with Director TIAS.

6. **Dissemination of information regarding clubs'** activities through Departmental Heads: In core committee we have representative from various departments who communicate the event information to their respective departments and ensure maximum participation from the students.

a. **Dissemination of information to all the nodal officers** for uploading the report of activity within the three days of event conducted at institute website and uploading the photos of the event social media like Twitter, Facebook and Instagram.

b. **Discussion on any other matter with the permission of chairperson.**

The elected body shall endeavour to generate the culture of electoral participation among the ELC members and will have the following role:

- I. Organizing the Club enrolment of volunteers
- II. Planning activities for the ELC and developing the calendar of activities for the year
- III. Framing further guidelines for smooth conduct of ELC activities

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

Sd-

(Nodal Officer)

CC:

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

