



TECNIA INSTITUTE OF ADVANCED STUDIES

GRADE "A" INSTITUTE

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Recognized Under Sec. 2(f) of UGC Act 1956

INSTITUTIONAL AREA MADHUBAN CHOWK, ROHINI, DELHI 110085

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Date:25/08/2023


Photography Club **Minutes of the Meeting**

In pursuance of “**Photography Club**” a meeting was scheduled on 25, August 2023 through offline mode under the chairmanship of Ms. Jyoti Gupta 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:

Chairperson : Ms. Jyoti Gupta

Members:

- Dr. Ruchi Srivastava, Event Head
- Dr. Shivendu Rai, HOD, Department of Journalism and Mass Communication
- Mr. Vinod Kumar, Media lab in charge, Department of Journalism and Mass Communication
- Dr. Deepak Sonkar, Assistant Professor, Department of Information and technology.
- Dr. Rubina Bano, Assistant Professor, Department of Management
- Ms. Aanchal, Student coordinator, Department of Management
- Ms. Ridhi, Student coordinator, Department of Management
- Mr. Sanket, Student coordinator, Department of Journalism and Mass Communication
- Ms. Radhika, Student coordinator, Department of Journalism and Mass Communication
- Mr. Shubham Student coordinator, Department of Management
- Ms. Himanshi, Student coordinator, Department of Journalism and Mass Communication


In-Charge, Photography Club
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Agenda Points :

1 Club Activity Planning and Implementation for academic session to be started from 04thsep.,2022)

2. Discussed and finalised the core committee members of the Photography club: In core Committee we have representatives from all the departments, who discussed and finalised the core committee members of the club

3. 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.

4. To discuss the proposed events of the Photography Club: Proposed event calender has been discussed and finalised with the approval of all the committee members. Some of the proposed events are as follows:


1. Photography competition
2. Photography Exhibition
3. Photo walk and many more

5. 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.


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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) Certificates will be given to all the participants.
- (d) Geo-tag photographs are mandatory
- (e) Submission of report within 2 days is mandatory.

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

Ms. Jyoti Gupta

(Club Incharge)



Jyoti
In-Charge, Photography Club
Techno Institute of Advanced Studies
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