



TECNIA INSTITUTE OF ADVANCED STUDIES

GRADE "A" INSTITUTE
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Electoral Literacy Club

No Voter to be Left Behind



Ref. No: TIAS/2023-24/CLUB/ELC/84/21

Date: 21/07/2023

Electoral Literacy Club

Minutes of Meeting

The Annual meeting of Electoral Literacy Club (ELC) Club was held on 21/07/2023 at 11:00am.

Following core committee members were present:

1. Ms. Priyanka Singh (Chairperson)
2. Dr. Ruchi Srivastav (Event In-charge)
3. Radhika Kataria (12117002421, BA(J&MC) Student)
4. Sarthak Arora (02717002021, BCA Student)
5. Varun (0401700172, BBA Student)
6. Samahi Vashist
7. Sayam Bansal
8. Ansh Gupta

Initially, it was discussed that all the activities in the last academic session has been conducted in smoothly or not and if any activities has been left to be conducted but it was planned for previous academic session then it will be conducted in this academic session.

The following agenda points were discussed and approved:

1. **Club Activity Planning and Implementation for upcoming year to be started from September.**

The planning and implementation of club activities was discussed. It was discussed and approved that at least three extension/ outreach activities should be conducted in a year.

2. **Finalization of Event Calendar for the year 2023-24.**

The annual event calendar for the year 2023-24 were discussed and approved. The annual event calendar was circulated to all for their kind perusal.

3. Discussion on adding members to Core Committee.

A short discussion on adding additional members to core committee was done. It was mutually decided to work with already finalised core committee.

4. Circulation of information regarding clubs' activities through core committee.

It was decided that any information regarding club activity will be circulated through core committee.

5. Nomination of President and Vice-President for smooth conduction of activities.

The chairperson suggested to nominate president and vice-president from students in core committee for smooth conduction of club activities. It was decided that Samahi Vashist (BBA, student) and Ansh Gupta (BBA Student) will be the student coordinators for ELC Club for the current academic session .

6. Uploading the report of activities conducted on the website.

It was decided that monthly reports of all activities will be uploaded with due approval from event in-charge.

All the resolutions & minutes of meeting are put up in front of Core Committee for approval. After the meeting has been conducted the academic calendar was finalized for this academic session and president and vice president of ELC club are assigned with some duties and responsibilities. The meeting was ended with formal vote of thanks addressed to all the respected committee members.

Nodal Officer, Electoral Literacy Club
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