

Ref. No. HM/SVSU/2023/3863(A)

Date: August 10, 2023

College cultural committee

Minutes of Meeting (MOM)

Date: August 10, 2023

Time: 11:00 AM

Venue: Conference Room, Bhikaji Cama Subharti College of Hotel Management

Members Present:

1. Mr. Saurabh Tripathi, Assistant Professor, BCSCHM – Chairman *S. Tripathi*

2. Mr. Shobhit Singh, Assistant Professor, BCSCHM – Member *Shobhit*

The meeting commenced with a welcome address by the Chairman. The following points were discussed, and resolutions were passed:

Agenda:

1. Planning of upcoming cultural events and festivals
2. Discussion on student participation and volunteer recruitment
3. Budget allocation for cultural events
4. Collaboration with other committees for events
5. Any other matter with the permission of the Chair

Discussions & Resolutions:

1. Planning of Upcoming Cultural Events and Festivals:

- The committee discussed the upcoming cultural festivals and events to be organized throughout the semester.
- Key events identified include: Freshers' Party, Diwali Celebration, and Annual Cultural Fest.
- For each event, specific dates and themes were discussed.

2. Discussion on Student Participation and Volunteer Recruitment:

- It was emphasized that student participation plays a critical role in the success of cultural events.
- A volunteer recruitment drive was planned to begin with posters and social media outreach to encourage active involvement from the student body.
- A formal registration process will be set up for volunteers.

3. Budget Allocation for Cultural Events:

- A provisional budget was proposed for each event.
- Discussions were held regarding funding sources and allocation for decoration, refreshments, and other event-related expenses.

- The need for a detailed cost breakdown and approval from the college administration was noted.

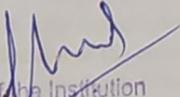
4. Collaboration with Other Committees for Events:

- The committee discussed potential collaborations with other committees, such as the Sports Committee for the Annual Cultural Fest.
- Cross-committee collaboration will help in resource sharing and improving the scale of events.
- An action plan for collaboration with the Public Relations and Hospitality Committees was set in motion.

5. Any Other Matter:

- The Chairperson reminded the committee members to send their individual ideas for cultural event themes and proposals to be considered for the upcoming semester.
- A follow-up meeting was scheduled for September 15, 2023, to review the progress on these tasks.

The meeting concluded with a vote of thanks by the Chairperson, expressing gratitude to all members for their valuable insights and active participation. The commitment to achieving the objectives discussed and fostering a positive and productive environment was reaffirmed.



Head of the Institution
Bhikaji Cama Subharti Institute of Hotel Management

Dr. Shiv Mohan Verma

HOI, BCSCHM