

College of Arts & Science

Meeting conducted by our Coordinator on 20.12.18 for the Selection of Office bearers for the academic year 2018-2019

Agenda:

Selection of the office Bearers for the academic year 2018-2019

1. President

2.Secretary

3. Treasurer

Minutes of the Meeting:

- 1. The Club members discussed for the selection of office bearers for the academic year 2018-19.
- 2. Discussed about the Role and Responsibility of President, Secretary and Treasurer.
- 3. President's role is planning for monthly Activity for the academic year 2018-19 along with the coordinator.
- 4. Secretary's role to Organize and Execute the planning activity as per the schedule.
- 5. Treasurer's role is to Control the cost of expenses as per budget.

List of selected Office bearer for the year 2018--2019

1. President

F.PRASELLA

2. Secretary

J.BASITH AHAMED

3. Treasurer

M.PREMAVATHY

Declaration by the selected Office bearer for the academic year 2018-2019

I am declaring that I will do my duties and responsibility with the best of my knowledge for the well functioning of our club for the duties of our club for the academic year 2018-2019.

1. President

F.PRASELLA

2. Secretary

J.BASITH AHAMED

3. Treasurer

M.PREMAVATHY

GCC CO-ORDINATOR

(Prof A.Roja bhanu)

Approved by the

PrimainelPAL Annai College of Arts & Kovil (Dat S. PuMairicka Vastigi)