



SHAHEED DUNICHAND TEJANDAS KALANI MEMORIAL TRUST'S  
COLLEGE OF ARTS, COMMERCE & SCIENCE

OFFICE: Site No. 57, A-Block Road, Near Shahad Railway Station, Ulhasnagar-421001.  
Email ID - sdtk@rediffmail.com Tel.: (0251) 2733108

Date 02/08/2018

**Office Order**

The following committee has been constituted as "Alumni Association" To establish and Maintain contact among past Student. planning future events, conducting Alumni Satisfaction Survey. Taking Alumni Feedback.

Sr. No.	Members	Designation
1	Ms. Jyotika Motwani	Chairman
2	Ms. Roshni Banwani	Secretary
3	Singh Diwakar	Joint Secretary
4	Ms. Pooja Pal	Treasurer
5	Kadam Aditya	Joint Treasurer
6	Bhatia Barkha	Member
7	Shukla Swati	Member

The committee will be responsible for the exchange professional Knowledge. Organize technical Conferences, Seminars, workshops & training courses. To provide career development guidance.



*Bamkhiya*

PRINCIPAL

Principal  
S.D.T. Kalani Memorial Trust's  
College of Arts, Commerce & Science  
Ulhasnagar-421001.





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DATE: 07/08/2018

NOTICE FOR Alumni Association 1- MEETING FOR A.Y. 2018-19

The meeting of Alumni Association of Shaheed Dunchand Tejandas Memorial Trust's College of Arts, Commerce & Science, called on Monday, 13/08/2018 during 10.00am to 11.00am in principal office at the Shaheed Dunchand Tejandas Memorial Trust's College of Arts, Commerce & Science, Site No 57, A-Block Road, Near Shahad Railway Station Ulhasnagar-1

Sr. No.	Members	Designation	Signature
1	Ms. Jyotika Motwani	Chairman	
2	Ms. Roshni Banwani	Secretary	
3	Singh Diwakar	Joint Secretary	
4	Ms. Pooja Pal	Treasurer	
5	Kadam Aditya	Joint Treasurer	
6	Bhatia Barkha	Member	
7	Shukla Swati	Member	

Agenda of the meeting:

1. Introduction and Welcome
2. Purpose of the Meeting
3. Discuss the Benefits of an Alumni Association
4. Formation of Alumni Association Committee
5. Future Association Events and Programs
6. Open Discussion
7. Next Steps and Closing

As per this meeting we are discussing all the point mention in agenda.

All members are being notified to be present at the mentioned venue.



(PRINCIPAL)

Principal  
S.D.T. Kalani Memorial Trust's  
College of Arts, Commerce & Science  
Ulhasnagar-421001.



### Minutes of the Meeting

The meeting of Alumni Association called on Monday, 13/08/2018 in principal office at the Shaheed Duni Chand Tejandas Memorial Trust's College of Arts, Commerce & Science, Site No 57, A-Block Road, Near Shahad Railway Station Ulhasnagar-1

Sr. No.	Members	Designation	Signature
1	Ms. Jyotika Motwani	Chairman	
2	Ms. Roahni Banwani	Secretary	
3	Singh Diwakar	Joint Secretary	
4	Ms. Pooja Pal	Treasurer	
5	Kadam Aditya	Joint Treasurer	
6	Bhatia Barkha	Member	
7	Shukla Swati	Member	

### QUORUM:-

The Chairperson called the meeting to order and welcomed all the attendees. The Secretary presented the agenda items, and the attendees discussed each item in detail.

#### Agenda Item 1: Introduction and Welcome

The meeting was called to order at 10.00am by Ms. Jyotika Motwani welcomed everyone and gave a brief introduction of the purpose of the meeting.

#### Agenda Item 2: Purpose of the Meeting

The purpose of the meeting was to discuss the formation of an Alumni Association for our college and to determine its benefits.

#### Agenda Item 3: Discuss the Benefits of an Alumni Association

Various benefits of an alumni association were discussed, including networking opportunities, career advancement, social connections, and giving back to the college.

#### Agenda Item 4: Formation of Alumni Association Committee

It was decided to form a committee to oversee the formation and operation of the alumni association. Ms. Jyotika Motwani were nominated and appointed to the committee.

#### Agenda Item 5: Future Association Events and Programs

The committee discussed various events and programs that the alumni association could organize, including networking events, mentorship programs, and fundraising events for the college.





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**Agenda Item 6: Open Discussion**

The floor was opened to the attendees to share their thoughts and ideas for the alumni association. Various suggestions were discussed and noted for consideration by the committee.

**Agenda Item 7: Next Steps and Closing**

The next steps for the committee were discussed, including creating a website and social media pages for the association, developing membership materials, and planning the first association event. The meeting was adjourned at 11.00am by Ms. Jyotika Motwani.

**Conclusion:**

The Chairperson thanked all the attendees for their participation and input. The Secretary summarized the key points discussed during the meeting, and the attendees agreed to take the necessary actions to implement the decisions made. The meeting was adjourned.

**Ms. Jyotika Motwani**

**Chairman**

