



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 16/07 /2019

**Office Order**

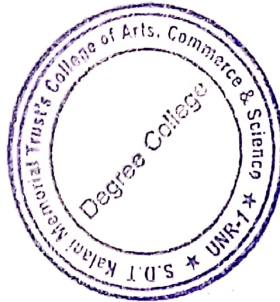
The following committee has been constituted as “**Alumni Association**” To establish and Maintain contact among past Student. planning future events, conducting Alumni Satisfaction Survey, Taking Alumni Feedback.

| Sr. No. | Members              | Designation     |
|---------|----------------------|-----------------|
| 1       | Mrs. Laveena Tarwani | Chairman        |
| 2       | Ms. Roshni Banswani  | Secretary       |
| 3       | Gupta Suraj          | Joint Secretary |
| 4       | Ms. Priyanka Nankani | Treasurer       |
| 5       | Nara Pooja           | Joint Treasurer |
| 6       | Rohra Nikita         | Member          |
| 7       | Motwani Sahil        | Member          |

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

*B. Makhiya*

PRINCIPAL



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



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DATE: 19/07 /2019

**NOTICE FOR Alumni Association 1- MEETING FOR A.Y. 2017-18**

The meeting of Alumni Association of College called on Tuesday, 23/07/2019 during 10.30am to 11.30am 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       | Mrs. Laveena Tarwani | Chairman        | Laveena   |
| 2       | Ms. Roshni Banswani  | Secretary       | Roshni    |
| 3       | Gupta Suraj          | Joint Secretary | Suraj     |
| 4       | Ms. Priyanka Nankani | Treasurer       | Panki     |
| 5       | Nara Pooja           | Joint Treasurer | Pooja     |
| 6       | Rohra Nikita         | Member          | Nikita    |
| 7       | Motwani Sahil        | Member          | Sahil     |

**Agenda of the meeting:**

1. To interact with the Alumni
2. To Plan organize and coordinate alumni association activities and development of sustainability plan.
3. To focus on the Career development and guidance.
4. To plan and design association services for the students.
5. To establish interaction with industry for the benefits of student.
6. To take alumni feedback on academic activities.

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.



*Banakhita*

(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 Tuesday, 23/07/2019 in principal office at the Shaheed Dunichand 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       | Mrs. Laveena Tarwani | Chairman        | Laveena   |
| 2       | Ms. Roshni Banswani  | Secretary       | Roshni    |
| 3       | Gupta Suraj          | Joint Secretary | Suraj     |
| 4       | Ms. Priyanka Nankani | Treasurer       | Priyanka  |
| 5       | Nara Pooja           | Joint Treasurer | Pooja     |
| 6       | Rohra Nikita         | Member          | Nikita    |
| 7       | Motwani Sahil        | Member          | Sahil     |

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.

1. To interact with the Alumni:

The attendees agreed that it is essential to interact with the alumni to strengthen the relationship between the institution and its alumni. The Chairperson suggested creating a social media group to facilitate communication.

2. To plan, organize and coordinate alumni association activities and development of sustainability plan:

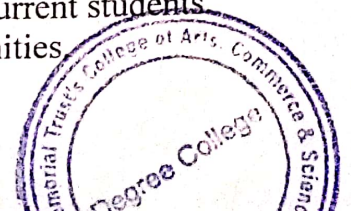
The attendees discussed the need for an organized approach to plan and coordinate alumni association activities. They suggested forming a committee to oversee the activities and develop a sustainability plan.

3. To focus on the Career development and guidance:

The attendees agreed that career development and guidance should be a priority for the alumni association. They suggested organizing workshops and training programs to help alumni improve their skills.

4. To plan and design association services for the students:

The attendees discussed the need for the alumni association to offer services to the current students. They suggested offering mentorship programs, internships, and networking opportunities.





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5. To establish interaction with industry for the benefits of student:

The attendees discussed the importance of establishing interaction with industries to benefit the students. They suggested organizing industrial visits and inviting industry experts to deliver talks and workshops.

6. To take alumni feedback on academic activities:

The attendees agreed that it is essential to take alumni feedback on academic activities. They suggested creating a feedback mechanism to gather alumni's opinions and suggestions.

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.

*Laveena*

**Mrs. Laveena Tarwani**

**Chairman**

