



उ० प्र० आयुर्विज्ञान विश्वविद्यालय

सैफई इटावा (उत्तर प्रदेश)

Uttar Pradesh University of Medical Sciences

Saifai, Etawah (Uttar Pradesh) – 206130

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AGENDA OF THE MEETING

(Student Council)

Agendas		
S.N o.	Agenda	Proposal
01 – Annual Sports and Extra Curricular Activities		
1.1	To prepare an annual calendar and the proposal of the respective faculties for various Socio-cultural and sports activities.	<ul style="list-style-type: none">• A committee may be constituted for the purpose.• The quorum of the committee may be as following –<ul style="list-style-type: none">○ One faculty member from each Faculty – designated by the respective Dean.○ Chairman - designated by the Hon'ble VC Sir.○ Student Representation (Presidents of the respective Student Council).
1.2	The annual sports of all faculties may be combined.	<ul style="list-style-type: none">• Common annual sports activities may be organized in the month of December, every year.• For common annual sports of all the four faculties, concept of 4 houses may be adopted.• The houses may be named on ancient legends of medical sciences (like Dhanvantari House, Charak House, Sushruta House, Vagbhatta House).• The students shall be allocated among the four houses.• Inter House games/competition may be organized.
1.3	For annual cultural and art activities, separate dates may be designated.	<ul style="list-style-type: none">• Cultural activities shall be organized on separate dates for the faculties in the auditorium.• Art activities shall be organized in the premises of the respective faculties.
1.4	Valedictory Function	<ul style="list-style-type: none">• The Valedictory function shall be organized at the end of the annual function in common at auditorium.
02 – Fund and Inventory Management		
2.1	Allocation of the fund for the annual function and other Extra Curricular Activities of the year, as per the annual calendar.	<ul style="list-style-type: none">• The fund will be managed by the committee, constituted for the purpose (Pont 1.1).• The fund shall be allocated for the all programs/events of a calendar year in advance.• A new bank account may be opened for the purpose which will be operated by the chairman and member secretary of the committee.
2.2	Inventory Management	<ul style="list-style-type: none">• The committee has to maintain the records of the fund and inventories. Previous inventories shall also be recorded.• After commencement of any event, the committee has to submit a report of the event (Schedule of the event, participants list, summary of the event, pics.).
03 – Standard Operating Procedure		
3	To prepare a SOP for smooth functioning of the committee for conduction of the Extra-curricular activities.	<ul style="list-style-type: none">• The constituted committee shall prepare a SOP for smooth functioning of the Extra-curricular activities in the University.• The SOP shall be submitted to the Chairman of the student council.• The SOP will be reviewed by the Chairman and officer In-charge of the Student council and approval shall be taken by the Hon'ble VC Sir.

Handwritten signature

Dr. Vinay Kumar Gupta
Officer In-Charge
Student Council, UPUMS

