



AVANTHI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Autonomous)

Tamaram, Makavarapalem, Narsipatnam(R D), Anakapalli Dist-531113

CULTURAL COMMITTEE

Roles and Responsibilities of the committee:

Committee coordinator:

1. Coordinator and faculty members shall discuss and decide the year plan for the events.
2. Coordinator assigns responsibilities for faculty and students.
3. Coordinator and members shall estimate the budget for an event to be conducted.
4. Coordinator and faculty members coordinate with the students and conduct events
5. Committee coordinator solves the indisciplinary issues and takes necessary measures.
6. Coordinator shall select and nominate few of the students members for the discipline committee.

Faculty Member:

1. Faculty member from each department shall collect the list of students interested to participate.
2. Faculty members shall shortlist the candidates during the selection process.
3. Faculty member from each department shall organize the programs with the help of student organizers.
4. Hospitality provided to the guests by the students shall be monitored by the faculty members.
5. Faculty members shall have continuous monitoring over the events conducted.
6. Faculty member from each department shall look after the issues raised by the students.

Student member:

1. Student members are responsible to provide the hospitality to the guests.
2. Student members of the discipline committee shall intimate the faculty members against in disciplinary issues.

Functions of the committee:

1. To provide platform to students to exhibit their talents.
2. To provide entertainment to students.
3. To showcase their talents to outside world to get recognition.
4. To promote a dynamic cultural heritage that is preserved, used and developed.
5. To inculcate leadership qualities among students.
6. To provide platform to faculty to exhibit their talents.

Frequency of meeting: As and when required.