## **Policies for Cultural and Magazine Subcommittee**

## **Policies for Cultural Programmes:**

- To plan and schedule the cultural events for the academic year
- To prepare budget for all cultural events and take necessary steps for its approval
- To prepare the Annual Budget for various cultural events
- The Conveners of the Committee conduct meetings to discuss and delegate tasks among the members
- To obtain consent from the college authority to arrange programmes
- To decide the date, time and agenda of the programmes
- To inform staff members and students about the events
- To arrange the venue and logistics (audio/video system, dais, podium etc.)
- To invite the Chief Guest and other dignitaries for any event
- The Committee displays information about events to be celebrated on the Notice Board and also on the College Website
- To prepare and maintain records of all cultural activities
- To encourage students and faculty members alike to indulge themselves into various creative pursuits
- To search and promote hidden talents among both students and faculty members
- To help diminishing the stage fright among the students
- To provide a platform to students for showcasing their talents in diverse fields

## **Policies for Cultural Magazine:**

- To provide a platform for students to express themselves through various forms of writing like research articles, comments on current topics, literary/creative writing, drawings etc.
- To promote freedom of expression
- To provide a platform for exchange of thoughts, innovative ideas and information