

MANIFESTO

I, **Mude Chaithanya Naik**(160050102), if elected for the post of **Joint Secretary**, CSEA, will try my best to fulfil my duties and execute the following to the best of my capabilities.

Council Activities :

- Ensure proper planning and execution of all the department events.
- Regularly update the CSEA website and Facebook page with the help of web secretary and post details of all the department activities.
- Conduct council meets and ensure that the work is properly divided among secys.
- Keep the CSEA President well informed of the cash inflow and outflow.
- Maintain a transparent record of all the financial activities of CSEA and ensure legitimate auditing of CSEA account.
- Ensure all the CSEA events are publicized well in advance via the cse webmail, facebook groups and through the CR's.
- Encourage the students in different batches to participate in the Department events.
- Help in the updation of Alumni Database by coordinating with the Alumni Secretary.
- Ensure that the entire council is involved in the decision making including the CR's.

Events :

- Ensure that all the events are planned such that they do not overlap with academic and other cultural activities to ensure maximum participation.
- Conduct Department Fresher Orientation with the help of Social Secretaries and ensure maximum participation from students and faculties.
- Make sure that Department Sports Leagues are conducted successfully with the help of sports secretaries.
- Ensure that Department Hoodie and T-Shirt are designed and ordered in time and ensure good quality fabric and minimum costing.
- Coordinate with DAMP to organise Fundae sessions on Apping and Internships.
- Ensure that event pictures are made available to all the students.
- Make sure that Department Lunch is organised to promote student-professor interaction.
- Ensure proper publicity and smooth execution of Department Alumni events and organise talks by Department Alumni for the students with the help of Alumni Secretary.

Credentials :

- CSEA Sports Secretary (2017-18).