

**STUDENT COUNCIL
COMMITTEE
ACADEMIC YEAR
2018-19**



Aditya College of Engineering & Technology

Aditya Nagar, ADB Road, Surampalem - 533437

Ref: ACET / SC / 2018-19 / CO

Date: 02-07-2018

Student Council – Convening Order

AY 2018 – 2019

The Principal has constituted the Student Council with the following members for the academic year 2018 – 19 the members are directed to look into the welfare of students.

S No	Name of the Committee Members	Designation	Role
1	Dr. T K Rama Krishna Rao	Principal	Chairman
2	Mr. M P Subba Raju	Asst. Professor	Coordinator-1
3	Mr. Mummidivarapu Naga Raju	Asst. Professor	Coordinator-2
4	Mr. Kondeti Praveen Raj 17P31A0118	Student	Member
5	Mr. Revulagadda John Ricky 17P35A0132	Student	Member
6	Mr. Muhammed Asin Hijan 17P31A0324	Student	Member
7	Mr. Vadisileti Ravi Teja 17P31A03A8	Student	Member
8	Mr. Balla Rajsekhar 17P35A0376	Student	Member
9	Mr. Durupudi Manikanta 17P35A0209	Student	Member
10	Mr. Marri Jagadeesh 17P31A0432	Student	Member
11	Mr. Kondeti Udaya Kiran 16P35A0411	Student	Member
12	Mr. Chinthaluri Satya Krishna Swamy 16P35A0501	Student	Member
13	Mr. Meneddi Kumar Raju 16P35A0332	Student	Member
14	Mr. Atti Naveen Siva Kumar 16P35A0408	Student	Member
15	Ms. Kanumuri Surya Naga Satya Lakshmi Bhavani 16P35A0402	Student	Member
16	Mr. Kovvuri Satyadurga Reddy 16P35A0425	Student	Member
17	Mr. Kotikilapudi Vijaykumar 16P35A0413	Student	Member
18	Mr. Kona Naga Venkata Durga Ajay 16P35A0321	Student	Member
19	Ms. Chintapalli Priyanka 16P35A0206	Student	Member
20	Mr. Rudravarjula Sai Rajesh 15P31A04N0	Student	Member
21	Mr. Chandolu Venkata Srisai 15P31A04I8	Student	Member
22	Mr. Gopi Vijay Kumar 15P31A0515	Student	Member
23	Ms. Kolasani Mahima 15P31A1219	Student	Member
24	Ms. Mukku Mounica 15P31A0587	Student	Member

Copy to:

1. All member of the Committee
2. IQAC



Principal
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STUDENT COUNCIL

About

The foundation of the student council assumes a necessary and significant part in the welfare of the students. Student council gives a proxy structure through which students can discuss issues of concern and embrace drives which are helpful for the institute and the students. It is significant that they are offered the chance to communicate their perspectives on various issues in the college. It is similarly significant that they are paid attention to and urged to take a functioning part in advancing the points and targets of the college. The rules referenced are expected to give good direction to students in the foundation and activity of the students' council.

A Student Council is a delegate construction through which students in the institute can become associated with the issues of the college, working in organization with the administration, staff and understudies to serve the college and its students.

The Student Council and its construction is very common in all institutions and it works for the welfare of the students.

Students play a vital role in this council and actively take the initiative to do some modifications if required for the development of the organization and its students.

A Student Council gives a chance to students to participate in an organized organization with faculty, students and the college management. Some studies of investigations demonstrate that students' councils can work on scholastic principles and diminish dropout rates in college.

The foundation of a student council offers a chance to students to procure the kind of correspondence, arranging and authoritative abilities which will be helpful for them in their future lives. It empowers students to assume liability for projects, and to show that they can oversee and carry such undertakings to an effective end. Also, the commitment made by the


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council to the improvement of college strategy in various areas can have critical advantages for students and the institute.

The role of the student council:

A Student Council should frame its specific objectives. Some common objectives could consist of:

- To bridge the gap between the students and the management
- To develop healthy relationships with proper communication between students, management and staff.
- To endorse an environment which is encouraging to educational and personal development of the students?
- To encourage friendship and mutual respect among students.
- To collaborate with the management and staff for the advancement of the institute.
- To collect the suggestions and their personal views of the students on various issues and take the apt decision to solve the issues
- To address all grievances and complaints at the first level in order to ensure the smooth functioning at all levels.

The Student Council and the Management:

- The management should frame and maintain proper procedures to maintain proper communication channel about the student council activities in the institute
- The management should guide and assist students to form a council and should extend its helping hand towards the council's establishment.
- The management should frame the rules and regulations for the formation of students' council and selection of members.
- The management should play an important role in meetings organization and the demeanour of its activities.



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With the Principal and teachers:

Principal plays a vital role in the formation and operation of a Student Council. He acts as the mediator between management, faculty and students of the college.

In the early stages, the Principal will collaborate with faculty to work on the development of the council and frame the roles and responsibilities of the students in the council.

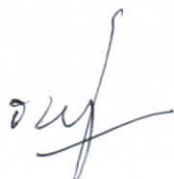
Additionally in general the Principal can endorse the culture of the college which distinguishes the potential and valuable input of students who can achieve excellence by all means.

The sustenance and leadership of the principal is very useful to the Council in the initial stage of planning its actions, and facilitated to all faculty to attend Council gatherings will help to form a friendly and good working relationship between students and staff of the institution.

Functions of Student Council:

Most of the activities and functions should be framed by following the aims and objectives of the council and endorse the growth of the institute and the welfare of its students. In planning and related activities during the academic year, the Council should:

- Work meticulously with the collaboration of management, teachers and students,
- Plan for very often meetings with students, and make them involved in as many activities of the Council.
- The below mentioned activities should conduct to enhance the growth and development of the students and the institution:
 1. Convey the opinions and suggestions of the council to the college management
 2. Maintaining worthy communications within the campus
 3. Provide moral and all Supports for the scholastic progress of the students
 4. Conducting an induction program for the development of the students.
 5. Guidance and counselling sessions for students
 6. Make them to participate in sports, co-curricular and cultural activities
 7. Extend their participation in NSS activities.



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Standard Operating Procedure

Before Meetings:

1. Be punctual with the dates and timings of the meetings which conduct very often at least once a month. After the formation of the council, all members should be aware of the schedule of the meets throughout the year.
2. In the interactions with classmates, all class representatives should get some suggestions, requirements and problems and make a note to discuss in the council meet.

In Meetings:

1. Be punctual to meetings with proper attire.
2. Be a good listener and try to wait for the turn to speak. Don't interrupt other while they speak.
3. The meetings are planned by the president.
4. Before discussing the present issues, the secretary will report the minutes of the previous meeting and he will take care of present meeting's minutes.
5. The treasurer of the council will provide the report related to funds and expenditures.
6. The agenda will give to each and every member in the meeting by the president. They can add or remove some points with proper justifications.
7. The schedule for the upcoming meetings will announce by the president with the voting of members. This will enter in the minutes by the secretary.
8. Before any action take into force, the presidents should get the approval from the principal.



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After Meeting:

1. The council will set target, then the assignment of the target should complete on time without fail.
2. The class representatives should share the minutes of the meeting with their classmates. They should take permission from class teacher before this task.
3. Request all students for their queries, suggestions and comments. Make a note for future reference.
4. The actions take place if necessary after discussion about problems.

Rules for the Council Members:

- To concentrate on tasks and assignments
- Never get low grades in academics.
- Attend for meetings with proper preparation.
- Be punctual for all meetings.
- Unnecessary absences are prohibited
- Maintain good conduct and apt behaviour.



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09 July 2018

This is to inform all the Student Council Committee Members that there will be a meeting in seminar hall, Visvesvaraya bhavan on 10 July 2018 with the following Agenda and to discuss the finalized schedule of Student Council Committee for the Academic year 2018-2019 and decide a plan of action for further course of action. All the members are requested to attend the meeting without fail.

Agenda:

- 1) Approval of existing SOP
- 2) To discuss and plan Student Council Committee Activities
- 3) To prepare a perspective plan on par with Academic Calendar
- 4) Any other issue with the permission of the chair.


Coordinator
Student Council Committee


Principal
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Ref ACET/ Student Council / 2018-2019

11 July 2018

Minutes of Student Council Committee Meeting

A Meeting was held on 10 July 2018 with the Members of the College Student Council Committee in seminar hall, Visvesvaraya bhavan with the following Agenda. The Meeting was chaired by Principal Dr.T.K.Ramakrishna Rao

Agenda:

- 1) Approval of existing SOP
- 2) To discuss and plan Student Council Committee Activities
- 3) To prepare a perspective plan on par with Academic Calendar
- 4) Any other issue with the permission of the chair.

The convener welcomed all the members and presented the agenda, requested the chairman to preside over the meeting with the intended agenda and the discussion started. The points of the agenda were discussed and the subsequent resolutions were made. The chairman appreciated everyone for their enthusiasm and readiness. Further, the chairman reviewed and discussed all the points of the agenda.

The committee made the following resolutions:

- 1) Chairman of the Committee insisted upon the overall development and excellence of the students.
- 2) The chair instructed HOD's and faculty members to encourage the students to participate in all the activities Scheduled.
- 3) An Existing Standard operating Procedure (SOP) is put forward for the approval and the same is approved by the chairman.
- 4) Various activities are identified for the academic year 2018-2019, a necessary and significant part in the welfare of the students and the chair promised to release necessary grants for welfare of the students
- 5) The chair urged the members of the committee to schedule the programs without disturbing their regular academics.
- 6) They are offered the chance to communicate their perspectives on various issues in the College. The meeting got concluded with a vote of thanks to the chair.


Coordinator
Student Council Committee


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The following members attended the meeting

S.No	Name of the Committee Members	Designation	Role	Signature
1	Dr. T K Ramakrishna Rao	Principal	Chairman	
2	Mr. MP Subba Raju	Asst.Professor	Coordinator-1	
3	Mr.Mummidivarapu Nagaraju	Asst.Professor	Coordinator-2	
4	Mr.Kondeti Praveen Raj 17P31A0118	Student	Member	
5	Mr.Revulagadda John Ricky 17P35A0132	Student	Member	
6	Mr.Muhammed Asin Hijanl 7P31A0324	Student	Member	
7	Mr.Vadisileti Ravi Teja 17P31A03A8	Student	Member	
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25	Mr.Gopi Vijay Kumar 15P31A0515	Student	Member	
26	Ms.Kolasani Mahima 15P31A1219	Student	Member	
27	Ms.Mukku Mounica 15P31A0587	Student	Member	

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23 September 2018

This is to inform all the Student Council Committee Members that there will be a meeting in seminar hall, Visvesvaraya bhavan on 24th September 2018 with the following Agenda and to discuss the finalized schedule of Student Council Committee for the Academic year 2018-2019 and decide a plan of action for further course of action. All the members are requested to attend the meeting without fail.

Agenda:

- 1) Approval of existing SOP
- 2) To discuss and plan Student Council Committee Activities
- 3) To prepare a perspective plan on par with Academic Calendar
- 4) Any other issue with the permission of the chair.


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25 September 2018

Minutes of Student Council Committee Meeting

A Meeting was held on 24 September 2021 with the Members of the College Student Council Committee in seminar hall, Visvesvaraya bhavan seminar hall, Visvesvaraya bhavan with the following Agenda. The Meeting was chaired by Principal Dr.T.K.Ramakrishna Rao

Agenda:

- 1) Approval of existing SOP
- 2) To discuss and plan Student Council Committee Activities
- 3) To prepare a perspective plan on par with Academic Calendar
- 4) Any other issue with the permission of the chair.

The convener welcomed all the members and presented the agenda, requested the chairman to preside over the meeting with the intended agenda and the discussion started. The points of the agenda were discussed and the subsequent resolutions were made. The chairman appreciated everyone for their enthusiasm and readiness. Further, the chairman reviewed and discussed all the points of the agenda.

The committee made the following resolutions:

- 1) Chairman of the Committee insisted upon the overall development and excellence of the students.
- 2) The chair instructed HOD's and faculty members to encourage the students to participate in Anti ragging cell, Nirbhay Kanya Abhiyan, Youth Festivals programs etc.,
- 3) An Existing Standard operating Procedure (SOP) is put forward for the approval and the same is approved by the chairman.
- 4) Various activities are identified for the academic year 2018-2019, a necessary and significant part in the welfare of the students and the chair promised to release necessary grants for welfare of the students
- 5) The chair urged the members of the committee to schedule the programs without disturbing their regular academics.
- 6) The chair also agreed to give attendance to the students who are practicing and presenting the program .
- 7) They are offered the chance to communicate their perspectives on various issues in the College. The meeting got concluded with a note of thanks to the chair.


Coordinator

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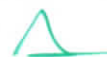


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Aditya Nagar, ADB Road, Surampalem-533437

The following members attended the meeting

S.No	Name of the Committee Members	Designation	Role	Signature
1	Dr. T K Ramakrishna Rao	Principal	Chairman	
2	Mr. MP Subba Raju	Asst.Professor	Coordinator-1	
3	Mr.Mummidivarapu Nagaraju	Asst.Professor	Coordinator-2	
4	Mr.Kondeti Praveen Raj 17P31A0118	Student	Member	
5	Mr.Revulagadda John Ricky 17P35A0132	Student	Member	
6	Mr.Muhammed Asin Hijanl 7P31A0324	Student	Member	
7	Mr.Vadisileti Ravi Teja 17P31A03A8	Student	Member	
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Ref ACET/ Student Council / 2018-2019.

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28 January 2019

This is to inform all the Student Council Committee Members that there will be a meeting in seminar hall, Visvesvaraya bhavan on 29th January 2019 with the following Agenda and to discuss the finalized schedule of Student Council Committee for the Academic year 2018-2019 and decide a plan of action for further course of action. All the members are requested to attend the meeting without fail.

Agenda:

- 1) Approval of existing SOP
- 2) To discuss and plan Student Council Committee Activities
- 3) To prepare a perspective plan on par with Academic Calendar
- 4) Any other issue with the permission of the chair.

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Ref ACET/ Student Council / 2018-2019

30 January 2019

Minutes of Student Council Committee Meeting

A Meeting was held on 29 January 2019 with the Members of the College Student Council Committee in seminar hall, Visvesvaraya bhavan with the following Agenda. The Meeting was chaired by Principal Dr.T.K.Ramakrishna Rao

Agenda:

- 1) Approval of existing SOP
- 2) To discuss and plan Student Council Committee Activities
- 3) To prepare a perspective plan on par with Academic Calendar
- 4) Any other issue with the permission of the chair.

The convener welcomed all the members and presented the agenda, requested the chairman to preside over the meeting with the intended agenda and the discussion started. The points of the agenda were discussed and the subsequent resolutions were made. The chairman appreciated everyone for their enthusiasm and readiness. Further, the chairman reviewed and discussed all the points of the agenda.

The committee made the following resolutions:

- 1) Chairman of the Committee insisted upon the overall development and excellence of the students.
- 2) The chair instructed HOD's and faculty members to encourage the students to participate in Anti ragging cell, Nirbhay Kanya Abhiyan, Youth Festivals programs etc.,
- 3) An Existing Standard operating Procedure (SOP) is put forward for the approval and the same is approved by the chairman.
- 4) Various activities are identified i.e., Students safety, Soft skills development for the academic year 2018-2019, a necessary and significant part in the welfare of the students and the chair promised to release necessary grants for welfare of the students
- 5) The chair urged the members of the committee to schedule the programs without disturbing their regular academics.
- 6) The chair also agreed to give attendance to the students who are practicing and presenting the program .
- 7) They are offered the chance to communicate their perspectives on various issues in the College. The meeting got concluded with a vote of thanks to the chair.


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CIRCULAR

13 March 2019

This is to inform all the Student Council Committee Members that there will be a meeting in seminar hall, Visvesvaraya bhavan on 18 March 2019 with the following Agenda and to discuss the finalized schedule of Student Council Committee for the Academic year 2018-2019 and decide a plan of action for further course of action. All the members are requested to attend the meeting without fail.

Agenda:

- 1) Approval of existing SOP
- 2) To discuss and plan Student Council Committee Activities
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19 March 2019

Minutes of Student Council Committee Meeting

A Meeting was held on 18 March 2019 with the Members of the College Student Council Committee in seminar hall, Visvesvaraya bhavan with the following Agenda. The Meeting was chaired by Principal Dr.T.K.Ramakrishna Rao

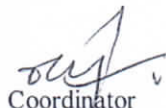
Agenda:

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The convener welcomed all the members and presented the agenda, requested the chairman to preside over the meeting with the intended agenda and the discussion started. The points of the agenda were discussed and the subsequent resolutions were made. The chairman appreciated everyone for their enthusiasm and readiness. Further, the chairman reviewed and discussed all the points of the agenda.

The committee made the following resolutions:

- 1) Chairman of the Committee insisted upon the overall development and excellence of the students.
- 2) The chair instructed HOD's and faculty members to encourage the students to participate in Student related seminar, workshops, and conferences.
- 3) An Existing Standard operating Procedure (SOP) is put forward for the approval and the same is approved by the chairman.
- 4) Various other activities are identified i.e., Cultural, Sports for the academic year 2018-2019, a necessary and significant part in the welfare of the students and the chair promised to release necessary grants for welfare of the students
- 5) The chair urged the members of the committee to schedule the programs without disturbing their regular academics.
- 6) The chair also agreed to give attendance to the students who are practicing and presenting the program .
- 7) They are offered the chance to communicate their perspectives on various educational issues in the College.
- 8) The meeting got concluded with a vote of thanks to the chair.


Coordinator

Student Council Committee


Principal

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The following members attended the meeting

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21	Mr. Kona Naga Venkata Durga Ajay 16P35A0321	Student	Member	
22	Ms. Chintapalli Priyanka 16P35A0206	Student	Member	
23	Mr. Rudravarjula Sai Rajesh 15P31A04N0	Student	Member	
24	Mr. Chandolu Venkata Srisai 15P31A0418	Student	Member	
25	Mr. Gopi Vijay Kumar 15P31A0515	Student	Member	
26	Ms. Kolasani Mahima 15P31A1219	Student	Member	
27	Ms. Mukku Mounica 15P31A0587	Student	Member	

Principal
PRINCIPAL
Aditya College of
Engineering & Technology
SURAMPALAM- 533 437



Aditya College of Engineering & Technology

Aditya Nagar, ADB Road, Surampalem – 533437

Surampalem,

29-12-2018.

To

The Principal,

Aditya College of Engineering and Technology,

Surampalem.

Respected sir,

This is to inform you that some of the LCD Projectors are not working properly in some of the classrooms. The faculty and students are facing difficulties while conducting the classes i.e., giving power point presentation and playing NPTEL videos etc. The students need to be relocated to another classroom or a lab in order to continue the lecture. It is creating trouble for the students and staff, also it consumes a lot of time. In this regard, as a part of Student Council Committee, we request you to look into this issue and initiate necessary action to resolve this issue as soon as possible to smoothly conduct the classes.

Thanking you sir,

Yours sincerely,

Coordinator
Student council



Aditya College of Engineering & Technology

Aditya Nagar, ADB Road, Surampalem – 533437

Surampalem,

30-12-2018.

From

The Principal,

Aditya College of Engineering and Technology,
Surampalem.

To

Student council committee,

Aditya College of Engineering and Technology,
Surampalem.

Dear coordinators and members,

I appreciate your contribution towards the welfare of students as part of Student council committee for finding an issue regarding LCD projectors. In order to perform the classes without interruption, I have instructed hardware technicians to investigate the problem and take the necessary steps to fix it as quickly as feasible.


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ANNUAL REPORT

AY 2018-19

An awareness program was conducted on “Student Council “on 2nd April 2019 in seminar hall, Visvesvaraya Bhavan among the committee members and students. The program began with the address by Mr.M.P.Subbaraju student council coordinator around 24 students attended the meeting.


Our Principal, the Chairman of student council committee Dr.T.K.Ramakrishna Rao emphasized on the colleges strict policy on student welfare in campus with the effort of everyone. The environment should be friendly so that all the category of students can depend and help each other.

The committee coordinators and members found that some of the LCD Projectors are not working properly in some of the classrooms. The faculty and students are facing difficulties while conducting the classes i.e., giving power point presentation and playing NPTEL videos etc. The students need to be relocated to another classroom or a lab in order to continue the lecture. It is creating trouble for the students and staff, also it consumes a lot of time. In this regard, as a part of Student Council Committee, we requested the Principal to look into this issue and initiate necessary action to resolve this issue as soon as possible to smoothly conduct the classes. The problem has been forwarded to the Vice Chairman through the Principal and the Vice Chairman accepted to replace the faulty LCD projectors with new ones. Finally, the problem is resolved.

The committee coordinators discussed about soft skill and carrier guidance etc. Student members are also addresses what are the various benefits provided by management Some of the members discussed, how to utilise these facilities effectively to improve the knowledge level to build their career in effective way.

The program concluded with the vote of thanks by Student Council Committee Co-Ordinator Mr.M.Nagaraju.


Coordinator


Principal
PRINCIPAL
Aditya College of
Engineering & Technology
SURAMPALEM 533437



Aditya College of Engineering & Technology

Aditya Nagar, ADB Road, Surampalem-533437

The following members attended the meeting

S.No	Name of the Committee Members	Designation	Role	Signature
1	Dr. T K Ramakrishna Rao	Principal	Chairman	
2	Mr. MP Subba Raju	Asst.Professor	Coordinator-1	
3	Mr.Mummidivarapu Nagaraju	Asst.Professor	Coordinator-2	
4	Mr.Kondeti Praveen Raj 17P31A0118	Student	Member	
5	Mr.Revulagadda John Ricky 17P35A0132	Student	Member	
6	Mr.Muhammed Asin Hijanl 7P31A0324	Student	Member	
7	Mr.Vadisileti Ravi Teja 17P31A03A8	Student	Member	
9	Mr.Balla Rajsekhar 17P35A0376	Student	Member	
12	Mr.Durupudi Manikanta 17P35A0209	Student	Member	
13	Mr.Marri Jagadeesh 17P31A0432	Student	Member	
14	Mr.Kondeti Udaya Kiran 16P35A0411	Student	Member	
15	Mr.Chinthaluri Satya Krishna Swamy 16P35A0501	Student	Member	
16	Mr.Meneddi Kumar Raju 16P35A0332	Student	Member	
17	Mr. Atti Naveen Siva Kumar 16P35A0408	Student	Member	
18	Ms.Kanumuri Surya Naga Satya Lakshmi Bhavani16P35A0402	Student	Member	
19	Mr.Kovvuri Satyadurga Reddy 16P35A0425	Student	Member	
20	Mr.Kotikilapudi Vijaykumar 16P35A0413	Student	Member	
21	Mr.Kona Naga Venkata Durga Ajay 16P35A0321	Student	Member	
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Principal
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