

# ADITYA COLLEGE OF ENGINEERING

Approved by AICTE, Affiliated to JNTUK, Kakinada

Recognized by UGC under Section 2(f) of UGC Act, 1956

Aditya Nagar, ADB Road, Surampalem - 533 437, E.G.Dist., Ph: 99631 76662.

Ref: ACOE/Student Council /2018-19/SOP

Dt.25-05-2018

## STANDARD OPERATING PROCEDURE STUDENT COUNCIL COMMITTEE

### Objective:

To take proper feedback from the students and from their representatives for the required improvement in the curricular, co-curricular and extra-curricular activities and also for the enhancement of the infrastructure.

### Responsibility:

To provide necessary feedback for the effective improvement of curricular, co-curricular and extra-curricular activities and also for the enhancement of infrastructure.

### Nominations:

The Principal set a date for the selection of representative(s) to the Student Council and its formation.

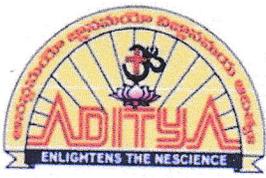
### Procedure:

| S.NO | ACTIVITIES   | RESPONBILITY                                  | TARGET DATES/DAYS                      |
|------|--|---|--|
| 1    | Releasing the circular regarding the date & the selection of Student representatives for the Student council Meeting | Convener in concurrence with the Chairman     | A week prior to the day of the meeting |
| 2.   | Sending a reminder mail regarding the Student Council Meeting date   | Convener through Heads of various departments | A day prior to the day of the meeting. |
| 3.   | Receiving feedback from the Student representatives on all aspects   | Convener through Heads of various departments | On the day of the meeting.             |
| 4.   | Compiling minutes of the student council meeting held  | Members of student council                    | On the day/ Next day of meeting        |
| 5.   | Taking Remedial measures, related to the feedback collected in the meeting.  | Convener through Heads of various departments | From the next day of the meeting.      |



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Ref: ACOE/Student Council /2018-19/Constitution of Student Council

Dt.25-05-2018

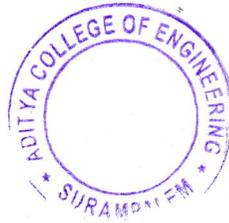
## STUDENT COUNCIL COMMITTEE

### NOTICE

The undersigned is pleased to inform that the Student Council Committee is being formed at the college level by the selection process, comprising the following members for the academic year 2018-19, to plan various events under various committees.

| S.No | Name of the Faculty      | Designation                      | Role                          |
|------|--------------------------|----------------------------------|-------------------------------|
| 1.   | Dr. T.K.Rama Krishna Rao | Principal                        | Chairman                      |
| 2.   | Smt. P.S.S.R.Sujatha     | Asst. Professor-H & BS           | Coordinator                   |
| 3    | Mr.A.Ramesh              | Professor -EEE                   | Member&<br>student<br>Advisor |
| 4    | Mr.G.Rama Krishna        | Professor &Head ECE              | Member                        |
| 5    | Mr.K.Manoj Kumar Reddy   | Professor &Head EEE              | Member                        |
| 6    | Mr.M.Srinivasu           | Professor& Head H&BS             | Member                        |
| 7    | Mr.Y.K.S.Subbarao        | Professor& Head MECH             | Member                        |
| 8    | Mr.J. Bala Mohana Raju   | Asst. Professor-H & BS           | Member                        |
| 9    | Mr..T.SrinivasaRao       | Alumni                           | Member                        |
| 10   | Mr. Chandu K Nair        | 2 <sup>nd</sup> Year EEE student | Member                        |
| 11   | Ms..Y.Suma               | 2 <sup>nd</sup> Year ECE student | Member                        |
| 12   | Ms.Sri Divya             | 2 <sup>nd</sup> Year ECE student | Member                        |
| 13   | Ms.Pavani Nanduri        | 2 <sup>nd</sup> Year ECE student | Member                        |
| 14   | Mr.T. Chakravarthy       | 2 <sup>nd</sup> Year ECE student | Member                        |
| 15   | Ms.S. Subashini          | 2 <sup>nd</sup> Year ECE student | Member                        |
| 16   | Ms.P.Jyothi              | 2 <sup>nd</sup> Year ECE student | Member                        |
| 17   | Ms. G.Sarala             | 2 <sup>nd</sup> Year ECE student | Member                        |
| 18   | Mr.K.Naga Babu           | 2 <sup>nd</sup> Year ECE student | Member                        |
| 19   | Mr.V.Bhaskar             | 2 <sup>nd</sup> Year CSE student | Member                        |

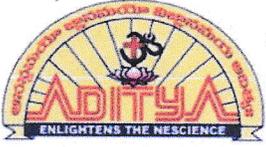
|    |                      |                                  |        |
|----|----------------------|----------------------------------|--------|
| 21 | Mr.B.Suresh          | 2 <sup>nd</sup> Year CSE student | Member |
| 22 | Ms.Gadi Bharathi     | 2 <sup>nd</sup> Year CSE student | Member |
| 23 | Mr.M.Sai Sohan       | 2 <sup>nd</sup> Year CSE student | Member |
| 24 | Mr. K.Prasanna Teja  | 2 <sup>nd</sup> Year CSE student | Member |
| 25 | Mr.M.Sri Mani Sankar | 3 <sup>rd</sup> Year EEE student | Member |
| 26 | Mr. M.Konda Babu     | 3 <sup>rd</sup> Year PT student  | Member |
| 27 | Mr. Sayonika Das     | 3 <sup>rd</sup> Year PT student  | Member |
| 28 | Mr.A.Suresh          | 4 <sup>th</sup> year EEE student | Member |



A handwritten signature in green ink, appearing to be "M. Suresh".

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Ref: ACOE/Student Council /2018-19/Circular.

Dt. 25-05-2018

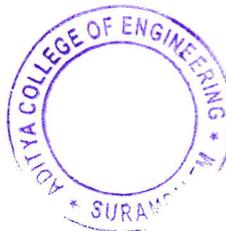
## CIRCULAR

All the members of student Council Committee are required to attend the meeting in the Conference room, Ramanujan Bhavan on 28<sup>th</sup> May 2018 at 2:00 PM to discuss the future course of action for the academic year 2018-19.

### Agenda:

- 1) Review of the results of last academic year
- 2) Plan to improve skill set of students.
- 3) Plan to improve interaction of students among themselves as well as with the faculty.
- 4) Plan the requirements for the holistic development of students.
- 5) Contribution of students towards society.
- 6) Plan for cultural activities.
- 7) Nomination of students in various committees of the college.
- 8) To Prepare the annual calendar of the student's council with all activities and events.
- 9) Plan for Annual budget.
- 10) Any other point with the approval from chair.

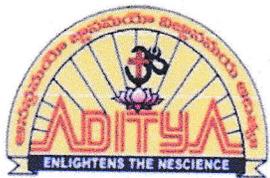
  
CONVENER



  
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Cc to All members of Student Council

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Ref: ACOE/Student Council /2018-19/Minutes.

Dt.28-05-2018

## STUDENT COUNCIL COMMITTEE

### Minutes of Meeting

A.Y.2018-19

|                 |   |          |                     |
|-----------------|---|----------|---------------------|
| Date of meeting | 28 <sup>th</sup> May 2018   | Duration | 2.00 PM to 4 .00 PM |
| Venue           | Conference room, First floor, Ramanujan Bhavan                        |          |                     |
| Reference       | ACOE/Student Council/2018-19/Circular dated 25 <sup>th</sup> May 2018 |          |                     |

The meeting of Student Council Committee of Aditya College of Engineering is held on 28<sup>th</sup> May 2018 with the following agenda:

- 1) Review of the results of last academic year
- 2) Plan to improve skill set of students.
- 3) Plan to improve interaction of students among themselves as well as with the faculty.
- 4) Plan the requirements for the holistic development of students.
- 5) Contribution of students towards society.
- 6) Plan for cultural activities.
- 7) Nomination of students in various committees of the college.
- 8) To Prepare the annual calendar of the student's council with all activities and events.
- 9) Plan for Annual budget.
- 10) Any other point with the approval from chair.

The Convener – Smt. P.S.S.R.Sujatha began the meeting of Student Council Committee with the welcome note to all the members present. The Convener presented the agenda along with suggestions and asked the Chairman to shed light on

the topics and the discussion began. The agenda items were discussed and the feedback was collected.

The Chairman of Student Council Committee welcomed all the members to the meeting and appreciated everyone for successful organization of various events in the last academic year and expected the same contribution in future also. Further the Chairman discussed the points of the agenda.

The meeting of Student Council Committee was commenced with ...

1. Smt. P.S.S.R.Sujatha taken feedback of previous events organized by college. She also requested Chairman sir to speak on it.
2. After Collecting feedback from the coordinator, the Chairman Dr. T.K.Rama Krishna Rao discussed about the achievements and shortcomings of the last year college events. He asked the members to suggest remedial measures also.
3. Mr.A.Ramesh expressed that the students are very happy for CRT classes conducted in the last year, in addition to this he suggested to conduct programs like Teach Tolerance and Resilience as a value and skill set to improve ability in students.
4. A final year EEE student asked to conduct Group discussion on current issues once in a 10 days and encourage students into thoughtful discussions.
5. 2<sup>nd</sup> year CSE students expressed that they want an interactive session with the first year students so that rapport can be maintained so as to make them comfortable.
6. To inculcate holistic development in students, a 3<sup>rd</sup> year CSE student asked to conduct more spiritual programs in campus.
7. A 4<sup>th</sup> year PT student expressed that they are very happy with the NSS activities conducted in the last year. Further he requested to conduct more activities
8. Head of EEE Department suggested to raise funds by collecting 1 rupee from each student daily and with the collected funds, we can help more number of people as a part of NSS activity.
9. 3<sup>rd</sup> year EEE students asked to conduct GATE classes every week.
10. 3<sup>rd</sup> year PT students expressed that they want to join as a volunteers' in Cultural club.
11. Head of H&BS Department replied that various clubs should be nominated for organizing different activities in the college.
12. A 2<sup>nd</sup> year CSE student asked to arrange a motivational speech by WIPRO as a part of Engineer's Day Celebrations.
13. 3<sup>rd</sup> year PT students expressed that they want industrial visits for every year.

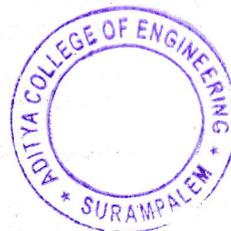
14. As per the feedback given by the ECE students that they need VLSI workshop by IIT Madras team to improve their technical skills.
15. Some foreign students asked to set up a music room with all instruments in campus.
16. Some Girl students were asked to give permission to set up various stalls as part of Women's Day Celebration.

#### Decisions Made

- 1) Guest Lectures/Workshop on PYTHON will be conducted.
- 2) CRT training will be provided regularly for the students to enhance their interview skills.
- 3) Group discussions on current issues will be conducted once in a 10 days.
- 4) The Chairman said that, he will look to conduct more spiritual programs as a part of our culture.
- 5) The amount under One Rupee Rise Fund Scheme will be used to help Poor People in collaboration with NSS club.
- 6) Students will be allowed to visit orphan aged homes and they can donate fund and also they can contribute their services to orphans.
- 7) The Chairman said he would talk to Heads of Various Departments and provide a separate timetable for conducting GATE classes.
- 8) Minimum one guest lecture will be provided in the semester on crucial subjects.
- 9) Various Clubs will be formed and they will function to conduct various events.
- 10) The Motivation speech will be delivered by senior industry personnel as a part of VEDA 2K18.
- 11) The Chairman said that he would talk to the management to conduct a workshop on VLSI by IIT resource person and look at the way it should be done.
- 12) Regarding Music room, the Chairman said that he will bring this matter to the management's attention.

| S.No | Name of the Faculty      | Designation            | Role                     | Signature   |
|------|--------------------------|------------------------|--------------------------|---|
| 1.   | Dr. T.K.Rama Krishna Rao | Principal              | Chairman                 |  |
| 2.   | Smt. P.S.S.R.Sujatha     | Asst. Professor-H & BS | Coordinator              |  |
| 3    | Mr..A.Ramesh             | Professor -EEE         | Member & student Advisor |  |

|    |                          |                                  |        |                |
|----|--------------------------|----------------------------------|--------|----------------|
| 4  | Mr..G.Rama Krishna       | Professor &Head ECE              | Member | G.R.K.         |
| 5  | Mr..K.Manoj Kumar Reddy  | Professor &Head EEE              | Member | K.M.K.Reddy    |
| 6  | Mr.. M.Srinivasu         | Professor& Head H&BS             | Member | M.S. was       |
| 7  | Mr..Y.K.S.Subbarao       | Professor& Head MECH             | Member | Y.K.S.         |
| 8  | Mr.. J. Bala Mohana Raju | Asst. Professor-H & BS           | Member | J.B. Raju      |
| 9  | Mr..T.SrinivasaRao       | Alumni                           | Member | T.S.Rao        |
| 10 | Mr.. Chandu K Nair       | 2 <sup>nd</sup> Year EEE student | Member | Chandu         |
| 11 | Ms..Y.Suma               | 2 <sup>nd</sup> Year ECE student | Member | Y.Suma         |
| 12 | Ms..Sri Divya            | 2 <sup>nd</sup> Year ECE student | Member | Sri Divya      |
| 13 | Ms..Pavani Nanduri       | 2 <sup>nd</sup> Year ECE student | Member | N.Pavani       |
| 14 | Mr..T. Chakravarthy      | 2 <sup>nd</sup> Year ECE student | Member | T.Chakravarthy |
| 15 | Ms..S. Subashini         | 2 <sup>nd</sup> Year ECE student | Member | S.Subashini    |
| 16 | Ms..P.Jyothi             | 2 <sup>nd</sup> Year ECE student | Member | P.Jyothi       |
| 17 | Ms. G.Sarala             | 2 <sup>nd</sup> Year ECE student | Member | G.Sarala       |
| 18 | K.Naga Babu              | 2 <sup>nd</sup> Year ECE student | Member | K.N.Babu       |
| 19 | Mr..V.Bhaskar            | 2 <sup>nd</sup> Year CSE student | Member | V.Bhaskar      |
| 20 | Ms..B Chandini           | 2 <sup>nd</sup> Year CSE student | Member | B.Chandini     |
| 21 | Mr.. B.Suresh            | 2 <sup>nd</sup> Year CSE student | Member | B.Suresh       |
| 22 | Ms.. Gadi Bharathi       | 2 <sup>nd</sup> Year CSE student | Member | G.Bharathi     |
| 23 | Mr. M.Sai Sohan          | 2 <sup>nd</sup> Year CSE student | Member | M.S.Sohan      |
| 24 | Mr.. K.Prasanna Teja     | 2 <sup>nd</sup> Year CSE student | Member | K.P.Teja       |
| 25 | Mr..M.Sri Mani Sankar    | 3 <sup>rd</sup> Year EEE student | Member | M.S.M.Sankar   |
| 26 | Mr. M.Konda Babu         | 3 <sup>rd</sup> Year PT student  | Member | M.Konda        |
| 27 | Mr. Sayonika Das         | 3 <sup>rd</sup> Year PT student  | Member | S.Das          |
| 28 | Mr..A.Suresh             | 4 <sup>th</sup> year EEE student | Member | A.Suresh       |



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