



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/NSSC/2020-21Date:9/11/2020

NSS COMMITTEE

The undersigned is pleased to constitute NSS Committee with the following members to plan and monitor the activities of NSS Unit for the academic year **2020-2021**.

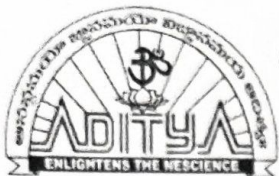
S.NO	NAME OF THE FACULTY	DESIGNATION	Role
1.	Dr.A.Ramesh	Principal	Chairman
2.	Mr.MRaghunath	Asst. Professor, ECE & NSS PO	Convener
3.	Mr.N.Praveen	Asst. Professor, CSE	Member
4.	Mr.G.Veera Pandu	Asst. Professor, ECE	Member
5.	Mr.M.S.Raju	Asst. Professor, EEE	Member
6.	Mr.M.SuryaTeja	Asst. Professor, ME	Member
7.	Mr.P.Chandrudu	Asst. Professor, BSE	Member
8.	Mrs.P.Sridevi	Asst. Professor, CSE	Member
9.	Mr. Naga Babu	IV ECE	Student member
10.	Mr. Sai Datta	IV MECH	Student member
11.	Ms. N. Keerthana	III EEE	Student member

Frequency of Meeting: Once in a Year (or) as and when required

Functions and Responsibilities

1. To organize the social activities like SwachhBharath
2. To enhance the social responsibility among students
3. To oversee the medical camps like blood donation.
4. To increase the awareness about common man needs like literacy &
To organize extension activities in surrounding places.
5. To organize extension activities in collaboration with different
Organizations (or) social service groups.


PRINCIPAL



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Ref:ACOE/NSSC/2020-21 Date:10/11/2020

CIRCULAR

All the NSS committee members are hereby informed to attend the meeting on 11/11/2020 at 10.30 am in Conference Room, First floor, Ramanujanbhavan, ACOE

AGENDA:

1. To organize the social activities like Swatch bharath
2. To enhance the social responsibility among students
3. To oversee Medical camps, Blood donation camps
4. To follow and organize the days proposed by AICTE
5. To plan Associations with different NGO to organize different awareness and social service activities


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Cc to:

1. To all committee members



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Dt:11/11/2020

MINUTES OF MEETING

Date Of Meeting	11 th Nov 2020	Duration	10.30AM to 11.30AM
Venue	Conference Room, First Floor, RamanujanBhavan		
Reference	Ref: ACOE/NSSC/2020-21/1/Circular Dated 11 th Nov 2020		

The meeting of NSS Committee was held on 11/11/2020 at 10.30 A.M in the board room of RamanujanBhavan, ACOE

The following members were present:

S.NO	NAME OF THE FACULTY	DESIGNATION	ROLE	SIGN
1.	Dr.A.Ramesh	Principal	Chairman	
2.	Mr.MRaghunath	Asst. Professor, ECE & NSS PO	Convener	
3.	Mr.N.Praveen	Asst. Professor, CSE	Member	
4.	Mr.G.Veera Pandu	Asst. Professor, ECE	Member	
5.	Mr.M.S.Raju	Asst. Professor, EEE	Member	
6.	Mr.M.SuryaTeja	Asst. Professor, ME	Member	
7.	Mr.P.Chandrudu	Asst. Professor, BSE	Member	
8.	Mrs.P.Sridevi	Asst. Professor, ME	Member	
9.	Mr. S.Sandeep	II ECE	Student member	
10.	Mr. M. Manikyam	II CSE(IOT)	Student member	
11.	Ms.K. Bhavani	II CSE	Student member	

Points Discussed:

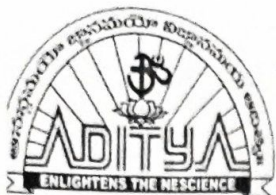
- 1.To review on social activities like Swatch bharath
- 2.To review on enhancing the social responsibilities among students
- 3.To review on medical camps, Blood donation camps
- 4.To review and organize the days proposed by AICTE
- 5.To review Associations with different NGO to organize different awareness and social service activities

RESOLUTIONS

- 1) The NSS committee members reviewed various programs held under swatch bharath program and suggested to conduct more extension activities under swatch bharath
- 2) Committee made resolution on organizing adequate number of seminars and orientation programs to enhance the social responsibility among the students
- 3) The committee identified the importance of maintaining a panel of doctors to have their support in organizing medical camps in rural areas.
- 4) The committee reviewed the last year's action taken reports and proposed to organize few more activities as per AICTE guidelines
- 5) The perspective plan proposed by the NSS program Officer is discussed and approved by the committee members



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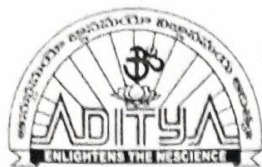
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STANDARD OPERATING PROCEDURE FOR NSS COMMITTEE

1. Instil the idea of social responsibility and their role in social welfare activities in students and enrol the highly motivated students as volunteers
2. Conduct meetings to discuss the various type of events to be conducted and prepare action plan.
3. To organize activities that creates awareness and benefit the society at large.
4. Prepare an action plan to organize the program discussed in the meeting.
5. To request principal for a permission to organise a particular event
6. To provide a circular among the volunteers for their active participation
7. To pick sufficient number of volunteers for the for organising the event
8. Convene a meeting with student volunteers to discuss the plan of action for every activity to be organised
9. Documenting the event and preparing post event report and Submit the report for ratification of principal
10. Uploading the Activity details in JNTUK NSS web portal

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PERSPECTIVE PLAN FOR NSS COMMITTEE 2020-21

S.no	Name of the activity	Organising unit/ agency/ collaborating agency	Name of the scheme	Year of the activity	Budget if any	Remarks
1	Special camp	NSS UNIT with Local Village Authorities	National Service Scheme	2021	22500	To organise a 1 week program in a rural village and conduct awareness programs, plantations, swatch bharaat and other programs
2	Blood donation camp	NSS With Red cross society/Rotary Blood Bank	National Service Scheme	2021		To plan a couple of blood donation camps during the academic year
3	Republic day celebrations	NSS With JNTUK, Kakinada	National Service Scheme	2021		To be a part of republic day celebrations to be held at JNTUK university
4	Women's day celebrations	NSS UNIT With Equal Opportunities Cell	National Service Scheme	2021	1000	To Conduct essay writing and elocution competitions among girl students and distribute prizes.
5	Donation of Weekly groceries, daily needs.	NSS UNIT	One Rupee Fund	2021		Service supposed to be done by using one rupee fund
6	Save Water Day	NSS UNIT	National Service Scheme	2020	1000	To conduct an awareness Program at the adopted village About the importance of saving water
7	Volunteers Orientation Seminar	NSS UNIT	National Service Scheme	2020		To conduct an orientation program for the new volunteers


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Action taken report for 2020-21

S.No	Name of the activity	Organising unit/ agency/ collaborating agency	Name of the scheme	Year of the activity	Budget if any	Remarks
1.	Distribution Of Clothes to Grade IV Women Employees 20-03-2021	NSS UNIT	One Rupee Fund	2021	5600	Distributed sarees to all Grade IV class women employees by the Principal sir as a part one Rupee fund activity
2.	Women's day celebrations 08-03-2021	NSS UNIT With Equal Opportunity Cell	National Service Scheme	2021	1500	Conducted essay writing and elocution competitions' among girl students and distributed prizes.
3.	Online Elocution competition on the eve pf Gandhi Jayanthi 02-10-2021	NSS UNIT	National Service Scheme	2020		Conducted Online Elocution competition on the day of Gandhi Jayanthi
4.	Covid Awareness Webinar Program 21-09-2021	NSS UNIT	National Service Scheme	2020		Conducted Covid Awareness Webinar to our students
5.	Distribution of Groceries to Old Age Home 17-08-2021	NSS UNIT	One Rupee Fund	2020	7500	Distributed Vegetables, Fruits and Rice bag at Old Age Home located at Kakinada


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