

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/2019-20Date:28/7/2019

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 2019-2020.

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

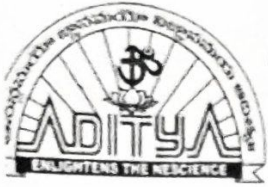
Frequency of Meeting: Once in a Year (or) as and when required

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/2019-20Date:29/7/2019

CIRCULAR

All the NSS committee members are hereby informed to attend the meeting on 30/07/2019 at 10.30 am in Conference Room, First floor, Ramanujanbhavan, ACOE

AGENDA:

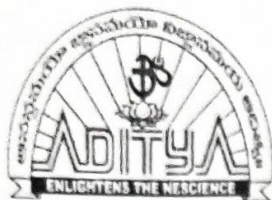
1. To organize the social activities like Swatch bharath
2. To enhance the social responsibility among students
3. To oversee Medical camps, Blood donation camps
4. To follow and organize the days proposed by AICTE
5. To plan Associations with different NGO to organize different awareness and social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



PRINCIPAL

Cc to:

1. To all committee members



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Dt:30/07/2019

MINUTES OF MEETING

Date Of Meeting	30 th July 2019	Duration	10.30AM to 11.30AM
Venue	Conference Room, First Floor, RamanujanBhavan		
Reference	Ref: ACOE/NSSC/2019-20/1/Circular Dated 29 th July 2019		

The meeting of NSS Committee was held on 26/07/2018 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, 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	

Points Discussed:

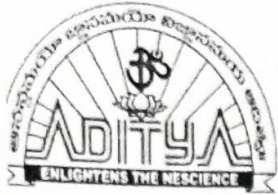
- 1.To review on social activities like Swatch bharath
- 2.To review on enhancing the social responsibilities among students
- 3.To review on medical camps, Blood donation camps
- 4.To review and organize the days proposed by AICTE
- 5.To review Associations with different NGO to organize different awareness 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 years 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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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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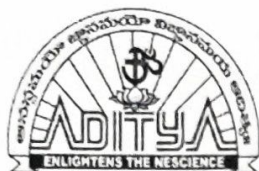
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PERSPECTIVE PLANFOR NSS COMMITTEE 2019-20

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	2020	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	2020		To plan a couple of blood donation camps during the academic year
3	Republic day celebrations	NSS With JNTUK, Kakinada	National Service Scheme	2020		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	2020	1000	To Conduct essay writing and elocution competitions among girl students and distribute prizes.
5	Donation of Weekly groceries, daily needs and fruits etc to the needy	NSS UNIT	One Rupee Fund	2019		Service supposed to be done by using one rupee fund
6	NSS Foundation day	NSS UNIT	National Service Scheme	2019		Celebrate NSS foundation day and to honour the best volunteers
7	Teachers day	NSS UNIT	National Service Scheme	2019	2000	Volunteers are supposed to plan and celebrate teachers day

8	National Unity Day	NSS UNIT	National Service Scheme	2019		Principal sir address student Volunteers on SardarValla Bai Patel
9	Independence day celebrations	NSS With JNTUK	Independence day	2019		To be a part of independence day celebrations to be held at JNTUK university
10	Save Water Day	NSS UNIT	National Service Scheme	2019	1000	To conduct an awareness Program at the adopted village About the importance of saving water
11	Eye Check Up	NSS UNIT With Sankuratri Foundation	National Service Scheme	2019	1500	To conduct eye check-up for class 4 people
12	Abdul Kalam Day	NSS UNIT	National Service Scheme	2019		CelebrateAbdul KalamJayanthi
13	Tree Plantation	NSS UNIT	Vanamahostavam	2019	1500	To plant multiple plants in remote areas and road sides as a part of green revolution and vanamahotsavam
14	Volunteers Orientation Seminar	NSS UNIT	National Service Scheme	2019		To conduct an orientation program for the new volunteers
15	Yoga Practice session	NSS UNIT	International Yoga day	2019		To organize yoga practice session by inviting yoga experts


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Action taken report for 2019-20

S.No	Name of the activity	Organising unit/ agency/ collaborating agency	Name of the scheme	Year of the activity	Budget if any	Remarks
1.	Women's day celebrations 08-03-2020	NSS UNIT With Equal Opportunity Cell	National Service Scheme	2020	1500	Conducted essay writing and elocution competitions among girl students and distributed prizes.
2.	special camp 20-02-2020	NSS UNIT with Local Village Authorities	National Service Scheme	2020	22500	Conducted a 1 week program in a rural village and conducted awareness programs, plantations, swatch bharaat and other programs
3.	Blood donation camp 28-01-2020	NSS With Indian Red cross society	National Service Scheme	2020	2000	donated 260 units of blood
4.	Republic day celebrations 26-01-2020	NSS With JNTUK	National Service Scheme	2020		Participated in Republic day celebrations held by JNTUK
5.	Girl child Day 24-01-2020	NSS With Women's Grievances Cell	National Service Scheme	2020	1000	Conducted a rally named by "BETI BACHAVO BETI PADAVO" at surampalem village.
6.	One Rupee Fund 27-12-2019	NSS UNIT	National Service Scheme	2019	6000	Collected one rupee from student and distributed groceries to mentally disabled people.

7.	Constitution Day celebrations 26-11-2019	NSS UNIT	National Service Scheme	2019		Celebrated constitution day by paying tribute to Dr.B.RAmbedkar
8.	Eye Retina Awareness camp 19-11-2019	NSS UNIT With Sankuratri Foundation	National Service Scheme	2019	1000	Conducted a camp on eye retina awareness
9	National Unity Day 30-10-2019	NSS UNIT	National Service Scheme	2019	1000	Principal sir address students on SardarVallabai Patel
10	Abdul Kalam Day 14-10-2019	NSS UNIT	National Service Scheme	2019		Celebrated Abdul KalamJayanthi
11	NSS Foundation day 24-09-2019	NSS UNIT	National Service Scheme	2019		Celebrated NSS foundation day and to honoured the best volunteers
12	Teachers day 05-09-2019	NSS UNIT	National Service Scheme	2019	1000	Our NSS Volunteers celebrated teachers day in our institute
13	Blood donation camp 21-08-2019	NSS UNIT With Indian Red cross society	National Service Scheme	2019	2000	donated 160 units of blood
14	Independence day celebrations 15-08-2019	NSS UNIT	National Service Scheme	2019		Participated in independence day celebrations to be held at JNTUK university
15	Save Water Day 29-07-2019	NSS UNIT With JNTUK	National Service Scheme	2019		Conducted Plantation of Trees
16	Eye Check Up 28-06-2019	NSS UNIT With Sankuratri Foundation	National Service Scheme	2019		Conducted eye check-up for class 4 around 100 people and distributed free specs

17	Yoga Practice session 21-06-2019	NSS UNIT	International Yoga day -2019	2019		Organised yoga practice session by inviting yoga experts
18	Environmental day 5-06-2019	NSS UNIT	National Service Scheme	2019		Plantations are done


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