

 <p>AMRITSAR GROUP OF COLLEGES</p>	<p>Circular</p>	<p>NSS WING</p>
	<p>Ref No. AGC/NSS/2022/01/18</p>	<p>Date: 18-01-2022</p>

Meeting of the NSS Coordinator Committee Members has been scheduled as follows:

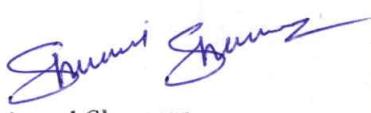
Date: 21 January 2022

Time: 03:00 PM

Venue: Conference Room (Placement Cell)

Agenda:

- Meeting with NSS Student Committee Members.
- File Maintaining
- Discussion on Upcoming Event
- Duties
- Arrangements
- Budget
- Web Page Updating
- Next Meeting



Er. Shivani Sharma
NSS Coordinator



Attendance of Meeting

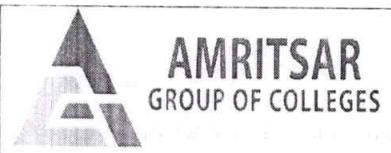
NSS WING

Ref No. AGC/NSS/2022/01/21

Date: 21/01/2022

S.No	Name	Designation	Signature
1	Dr. Gurjeet Singh	Dean, Student Affairs	Gurjeet Singh
2	Er. Shivani Sharma	Coordinator, CSE	Shivani Sharma
3	Er. Rajinder Pratap Singh	Coordinator, ME	RP
4	Mr. Chetan Verma	Coordinator, EE	AB
5	Ms. Shikha Sharma	Coordinator, DCA	AB
6	Ms. Rashmeet Kaur	Coordinator, Applied Sciences	Rashmeet Kaur
7	Ms. Simranpreet Kaur	Coordinator, BBA	AB
8	Mr. Kartik Arora	Coordinator, CE	Kartik Arora
9	Ms. Harpreet Kaur	Coordinator, MBA	Harpreet Kaur
10	Ms. Pardeep Kaur	Coordinator, BSc. Agriculture	Pardeep Kaur
11	Ms. Ishita Mahajan	Coordinator, FD	AB
12	Mr. Shibkaran Singh	Coordinator, BHMCT	Shibkaran Singh

Er. Shivani Sharma
NSS Coordinator



Date: 21.01.2022

Meeting Date & Time	21-Jan-2022/3:00P.M	Meeting Venue	Conference Room (Training & Placement Cell)
Meeting Drafted Date	21-Jan-2022	Meeting Chair	Er. Shivani Sharma (NSS Coordinator)
MoM Drafted by	Ms. Rashmeet Kaur	Meeting Title	Weekly Meeting with NSS Committee Members

Attendees	Absentees
Dr. Gurjeet Singh	Ms. Shikha Sharma
Ms. Rashmeet Kaur	Mr. Chetan Verma
Er. Rajinder Pratap Singh	Ms. Ishita Mahajan
Ms. Pardeep Kaur	Ms. Simranpreet Kaur
Er. Shivani Sharma	
Mr. Kartik Arora	
Mr. Shibkaran Singh	
Ms. Harpreet Kaur	

Sr No.	Agenda	Discussion	Responsibility	Deadline
1.	Discussion on Upcoming Event	Discussion held on the upcoming event Republic Day	NSS Co-Ordinator	26 th January,2022
2.	Duties	Assign the duties for Republic Day	NSS Co-Ordinator	21 st January,2022
3.	Arrangements	Discussion about the arrangements of Republic Day	NSS Co-Ordinator	21 st January,2022
4.	Budget	Prepare the Budget for Republic Day	NSS Co-Ordinator	21 st January,2022
5.	Web Page Updating	Update the event related photos on the social media & press coverage.	NSS Co-Ordinator	27 th January,2022
6.	Purpose Date of Next Meeting	Next meeting with NSS Co-Ordinator	NSS Co-Ordinator	17 th June,2022 @03:00 PM



Er. Shivani Sharma
NSS Coordinator