

 AMRITSAR GROUP OF COLLEGES	Circular	NSS WING
	Ref No. AGC/NSS/ <u>2024/01/16</u>	

Date: 16-01-2024

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

Date: 19 January 2024

Time: 03:00 PM

Venue: Conference Room (Placement Cell)

Agenda:

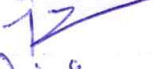
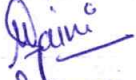
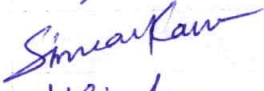
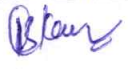
- Meeting with NSS Student Committee Members.
- File Maintaining
- Discussion on Upcoming Event
- Duties
- Arrangements
- Budget
- Web Page Updating
- Next Meeting

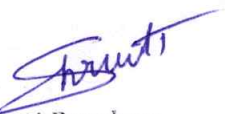


Er. Shivani Sharma
NSS Coordinator

 AMRITSAR GROUP OF COLLEGES	Attendance of Meeting	NSS WING
	Ref No. <u>AGC/NSS/2024/01/69</u>	

Date: 19/01/2024

S. No.	Name	Designation	Signature
1.	Mr. Amit Singh	Dean, Student Affairs	
2.	Ms. Shruti Prashar	Coordinator (TPO)	
3.	Ms. Rashmeet Kaur	Coordinator, Applied Sciences	
4.	Mr. Chetan Verma	Coordinator, EE	
5.	Mr. Jaspreet Singh	Coordinator, CSE	
6.	Ms. Ritika Saini	Coordinator, Pharmacy	
7.	Mr. Shibkaran Singh	Coordinator, BHMCT	
8.	Ms. Shikha Sharma	Coordinator, DCA	
9.	Ms. Simranpreet Kaur	Coordinator, BBA	
10.	Mr. Harman Singh	Coordinator, ME	
11.	Ms. Bhupinder	Coordinator, FD	


Ms. Shruti Prashar
NSS Coordinator

 AMRITSAR GROUP OF COLLEGES	Minutes of Meeting	NSS WING
	Ref No. AGC/NSS/2024/01/19	Date:19.01.2024

Meeting Date & Time	19-Jan-2024/3:00P.M	Meeting Venue	Conference Room (Training & Placement Cell)
Meeting Drafted Date	19-Jan-2024	Meeting Chair	Ms. Shruti Prashar (NSS Coordinator)
MoM Drafted by	Ms. Shruti Prashar	Meeting Title	Weekly Meeting with NSS Committee Members

Attendees	Absentees
Mr. Amit Singh	Mr. Chetan Verma
Ms. Shruti Prashar	
Mr. Jaspreet Singh	
Mr. Shibkaran Singh	
Ms. Simranpreet Kaur	
Mr. Harman Singh	
Ms. Bhupinder	
Ms. Shikha Sharma	
Ms. Rashmeet Kaur	
Ms. Ritika Saini	

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, 2024
2.	Duties	Assign the duties for Republic Day	NSS Co-Ordinator	21 st January, 2024
3.	Arrangements	Discussion about the arrangements of Republic Day	NSS Co-Ordinator	21 st January, 2024
4.	Budget	Prepare the Budget for Republic Day	NSS Co-Ordinator	21 st January, 2024
5.	Web Page Updating	Update the event related photos on the social media & press coverage.	NSS Co-Ordinator	21 st January, 2024
6.	Purpose Date of Next Meeting	Next meeting with NSS Co-Ordinator	NSS Co-Ordinator	18 th June, 2024 @03:00 PM


 Ms. Shruti Prashar
 NSS Coordinator