

 AMRITSAR GROUP OF COLLEGES	Circular	NSS WING
	Ref No. AGC/NSS/24/08/001	

Date: 07-08-2024

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

Date: 09 August 2024

Time: 03:00 PM

Venue: Conference Room (Placement Cell)

Agenda:

- Meeting with NSS Student Committee Members.
- Add the New members in Committee
- Discussion on Upcoming Event
- Duties
- Arrangements
- Budget
- Web Page Updating
- Next Meeting


 Shruti Prashar
 NSS Coordinator

 AMRITSAR GROUP OF COLLEGES	Attendance of Meeting	NSS WING
	Ref No. <u>AGC/NSS/2024/08/09</u>	

Date: 09/08/2024

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

Shruti
 Ms. Shruti Prashar
 NSS Coordinator

 AMRITSAR GROUP OF COLLEGES	Minutes of Meeting	NSS WING
	Ref No. AGC/NSS/2024/08/09	

Date:09.08.2024

Meeting Date & Time	9-Aug-2024/3:00P.M	Meeting Venue	Conference Room (Training & Placement Cell)
Meeting Drafted Date	09-Aug-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	Ms. Bhupinder
Ms. Shruti Prashar	Mr. Jaspreet Singh
Mr. Shibkaran Singh	Mr. Harman Singh
Mr. Chetan Verma	
Ms. Simranpreet Kaur	
Ms. Ritika Saini	
Ms. Shikha Sharma	
Ms. Rashmeet Kaur	

Sr No.	Agenda	Discussion	Responsibility	Deadline
1.	Add the New members in Committee	Submit the updated Student Committee List.	NSS Co-Ordinator	10 th August, 2024
2.	Discussion on Upcoming Event	Independence Day	NSS Co-Ordinator	15 th August, 2024
3.	Duties	Provide the Duty chart for Independence Day	NSS Co-Ordinator	12 th August ,2024
4.	Arrangements	Discussion about the arrangements of Independence Day	NSS Co-Ordinator	12 th August ,2024
5.	Budget	Prepare the Budget for Independence Day	NSS Co-Ordinator	12 th August ,2024
6.	Web Page Updating	Update the event related photos on the social media.	NSS Co-Ordinator	15 th August, 2024
7.	Purpose Date of Next Meeting	Next meeting with NSS Co-Ordinator	NSS Co-Ordinator	02 nd September,2024 @ 3:00 PM



Shruti Prashar
NSS Coordinator