

 AMRITSAR GROUP OF COLLEGES	Circular	NSS WING
	Ref No. AGC/NSS/24/06/02	

Date: 02-09-2024

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

Date: 02 September 2024

Time: 03:00 PM

Venue: Conference Room (Placement Cell)

Agenda:

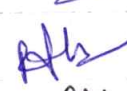
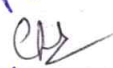
- Meeting with NSS Student Committee Members.
- File Maintaining
- Discussion on Upcoming Event
- Duties
- Arrangements
- Budget
- Web Page Updating
- Next Meeting

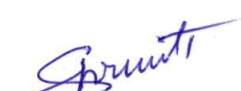


Shruti Prashar
NSS Coordinator

 AMRITSAR GROUP OF COLLEGES	Attendance of Meeting	NSS WING
	Ref No. <u>AGC/NSS/2024/09/02</u>	

Date: 02/09/2024

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 WISDOM BETTER KNOWLEDGE BETTER SKILLS	Minutes of Meeting	NSS WING
	Ref No. AGC/NSS/2024/09/02	

Date:02.09.2024

Meeting Date & Time	02-Sep-2024/3:00P.M	Meeting Venue	Conference Room (Training & Placement Cell)
Meeting Drafted Date	03-Sep-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. Shibkaran Singh
Mr. Jaspreet Singh	Ms. Simranpreet Kaur
Mr. Chetan Verma	
Mr. Harman Singh	
Ms. Ritika Saini	
Ms. Shikha Sharma	
Ms. Rashmeet Kaur	

Sr No.	Agenda	Discussion	Responsibility	Deadline
1.	Meeting with NSS Coordinators	Upload the NSS students on "My Bharat Portal"	NSS Co-Ordinator	5 th September, 2024
2.	Upcoming Event	Tree Plantation, Seminar on rising risk of heart attack among youth and Blood Donation	NSS Co-Ordinator	5 th September, 2024, 6 th September, 2024 & 9 th September, 2024
3.	Budget	Approved budget for upcoming events	NSS Program Officer	3 rd September, 2024
4.	Arrangements	Discussion about the arrangements of all upcoming events	NSS Co-Ordinator	3 rd September, 2024 to 9 th September, 2024
5.	Duties	Assigned the duty for upcoming event	NSS Co-Ordinator	3 rd September, 2024 to 9 th September, 2024
6.	Web Page Updating	Update the event related photos on the social media.	NSS Co-Ordinator	5 th September, 2024 to 10 th September, 2024
7.	Purpose Date of Next Meeting	Next meeting with NSS Co-Ordinator	NSS Co-Ordinator	11 th October, 2024 @ 3:00 PM



Shruti Prashar
NSS Coordinator