

NATIONAL SERVICE SCHEME (NSS) CELL COMMITTEE-2024-25

Purpose

To plan, oversee, and implement the activities of the National Service Scheme (NSS) in the college, instill a sense of social responsibility and community service among students, and act as a liaison between the NSS volunteers, the institution, and the community.

Functions

- Plan and organize regular and special camping activities as per NSS guidelines.
- Identify community service projects and adoption of villages/slums for development work.
- Promote awareness on social, health, and environmental issues among students and the community.
- Manage the enrollment and registration of NSS volunteers.
- Maintain records of volunteer participation, hours, and activities.
- Coordinate with local authorities and NGOs for collaborative projects.
- Organize blood donation camps, health check-ups, and cleanliness drives.
- Facilitate the issuance of NSS certificates to eligible volunteers.

Objectives

- **Community Engagement:** Actively contribute to the welfare and development of the local community.
- **Youth Leadership:** Develop leadership qualities and democratic attitudes among student volunteers.
- **Personality Development:** Enhance the personality of students through community service.
- **Skill Development:** Equip volunteers with practical skills relevant to rural and urban development.
- **Civic Responsibility:** Foster a sense of dignity of labor and civic responsibility.
- **Documentation & Reporting:** Ensure timely and accurate reporting to the university and NSS regional centre.

Committee Composition

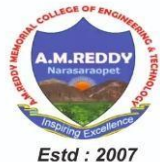
S. No.	Name	Designation	Role in Committee
1.	Dr. Ch. Mallikarjun	Principal	Chairman
2.	Mrs. P.V. Padmavathi	Administrative Officer	Member
3.	Mr. A. Anand Kumar	HOD – CSE	Member
4.	Mr. Vijay Kumar	HOD – MECH	Member
5.	Dr. G. Bhaskar Reddy	HOD – H&S	Member
6.	Dr.K.Krishna Reddy	NSS Programme Officer	Convener
7.	Mr.J.Vasanth	NSS Programme Officer	Co-Convener
8.	Ms. T. Anjali	Student – III Year ECE	Volunteer Representative
9.	Mr. K. Rohan	Student – III Year CSE	Volunteer Representative

Meeting Frequency

- **Biannual Meetings:** One at the start of each semester to plan activities.
- **Special Meetings:** Convened as needed for camp planning or urgent events.

Reporting & Documentation

- **Minutes of Meeting (MoM):** Recorded for every meeting.
- **Activity Reports:** Documentation of all regular and special camping activities.
- **Volunteer Records:** Database of enrolled volunteers with participation hours.
- **Event Reports:** Documentation of special camps, rallies, and awareness programs.
- **Annual Report:** Comprehensive report submitted to the Principal and university NSS cell.



Office of the Principal
Ref: AMR/NSS/2024-25/01
Date: 01-08-2024

CIRCULAR

All members of the **National Service Scheme (NSS) Cell Committee** are hereby informed that the first meeting for the academic year **2024–25** will be held as per the details below:

- **Date:** 10-08-2024
- **Time:** 11:00 AM
- **Venue:** NSS Cell Office

Agenda:

- Review of NSS activities from the previous academic year.
- Discussion on the NSS volunteer enrollment drives for 2024-25.
- Planning the Annual Special Camp (7-Day Camp).
- Finalizing the list of regular activities (Rural/Urban) for the first semester.
- Discussion on collaborative programs with NGOs.
- Any other matters with the permission of the chair.

Dr. Ch. Mallikarjun
Principal

Copy to:

- All Committee Members
- Dean – Student Affairs
- NSS Programme Officers
- College Office

MINUTES OF THE MEETING

Date: 10-08-2024

Venue: NSS Cell Office

Chairperson: Dr. Ch. Mallikarjun

Discussion Summary

- Reviewed the previous year's report; noted successful blood donation camp and tree plantation drive.
- Discussed strategies to increase NSS volunteer enrollment.
- Identified two potential villages for the Annual Special Camp.
- Proposed regular activities for Semester 1: Literacy drive, campus cleanliness, and an awareness rally on drug abuse.
- Explored collaboration with "Sparks NGO" for a health and hygiene workshop.

Resolutions Passed

- NSS volunteer enrollment to be conducted from 12-08-2024 to 16-08-2024.
- The Annual Special Camp will be held in the village of **Narsapur** from 15-10-2024 to 21-10-2024.
- The proposed regular activities for the first semester were approved.
- The NSS Programme Officers will contact Sparks NGO to finalize the workshop details.

Members Present

S. No.	Name	Designation	Role in Committee	Signature
1.	Dr. Ch. Mallikarjun	Principal	Chairman	
2.	Mrs. P.V. Padmavathi	Administrative Officer	Member	
3.	Mr. A. Anand Kumar	HOD – CSE	Member	
4.	Mr. Vijay Kumar	HOD – MECH	Member	

5.	Dr. G. Bhaskar Reddy	HOD – H&S	Member	
6.	Dr.K.Krishna Reddy	NSS Programme Officer	Convener	
7.	Mr.J.Vasanth	NSS Programme Officer	Co-Convener	
8.	Ms. T. Anjali	Student – III Year ECE	Volunteer Representative	
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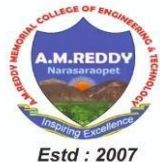
Action Items

Task	Responsible Person	Deadline
Conduct NSS Volunteer Enrollment Drive	NSS Programme Officers	16-08-2024
Conduct a survey of Narsapur village	NSS Programme Officers	31-08-2024
Finalize regular activity schedule	NSS Programme Officers	15-08-2024
Liaise with Sparks NGO	Mr.G.Masthan Reddy (Convener)	20-08-2024

Meeting Concluded at: 1:00 PM

Next Meeting Scheduled: 15-01-2025

Prepared by: Dr.K.Krishna Reddy Coordinator	
Approved by: Dr. Ch. Mallikarjun Principal – Chairman.	



Office of the Principal
Ref: AMR/NSS/2024-25/02
Date: 05-01-2025

CIRCULAR

All members of the **National Service Scheme (NSS) Cell Committee** are requested to attend the follow-up meeting scheduled as follows:

- **Date:** 15-01-2025
- **Time:** 10:30 AM
- **Venue:** NSS Cell Office

Agenda:

- Review of the Annual Special Camp and first-semester activities.
- Planning regular activities for the second semester.
- Discussion on the Republic Day Parade participation by NSS volunteers.
- Preparation for the annual report and issuance of NSS certificates.
- Any other matters with the permission of the chair.

Dr. Ch. Mallikarjun
Principal

Copy to:

- All Committee Members
- Dean – Student Affairs
- NSS Programme Officers
- College Office

MINUTES OF THE MEETING

Date: 15-01-2025

Venue: NSS Cell Office

Chairperson: Dr. Ch. Mallikarjun

Discussion Summary

- The Annual Special Camp at Narsapur was highly successful, with positive feedback from the community.
- First-semester regular activities were completed with 95% volunteer participation.
- Discussed participation of 50 NSS volunteers in the District Republic Day Parade.
- Planned second-semester activities: Plastic-free campus campaign and a career guidance program for local school children.
- Reviewed the list of volunteers eligible for NSS certificates.

Resolutions Passed

- The proposal for NSS volunteers to participate in the Republic Day Parade was approved.
- The second-semester activity plan was approved.
- The list of 75 volunteers eligible for NSS certificates was finalized and approved for processing.
- A "Green Campus" pledge ceremony will be organized on National Youth Day.

Members Present

S. No.	Name	Designation	Role in Committee	Signature
1.	Dr. Ch. Mallikarjun	Principal	Chairman	
2.	Mrs. P.V. Padmavathi	Administrative Officer	Member	
3.	Mr. A. Anand Kumar	HOD – CSE	Member	
4.	Mr. Vijay Kumar	HOD – MECH	Member	

5.	Dr. G. Bhaskar Reddy	HOD – H&S	Member	
6.	Dr.K.Krishna Reddy	NSS Programme Officer	Convener	
7.	Mr.J.Vasanth	NSS Programme Officer	Co-Convener	
8.	Ms. T. Anjali	Student – III Year ECE	Volunteer Representative	
9.	Mr. K. Rohan	Student – III Year CSE	Volunteer Representative	

Action Items

Task	Responsible Person	Deadline
Coordinate Republic Day Parade participation	Mr. R. Srinivas (Co-Convener)	20-01-2025
Initiate the process for NSS certificates	NSS Programme Officers	31-01-2025
Organize the "Green Campus" pledge ceremony	Dr. S. Nirmala (Convener)	12-01-2025
Prepare the annual report for submission	Dr. S. Nirmala (Convener)	28-02-2025

Meeting Concluded at: 12:30 PM

Next Meeting Scheduled: 01-08-2025

Prepared by: Dr.K.Krishna Reddy Coordinator	
Approved by: Dr. Ch. Mallikarjun Principal – Chairman.	