



# PRAGATI ENGINEERING COLLEGE

(Autonomous)

ADB Road, Surampalem, E.G.Dt., A.P. – 533 437

(Approved by AICTE, Permanently Affiliated to JNTUK, Kakinada, Accredited by NAAC with 'A' Grade)

(Recognized by UGC Under Sections 2(f) and 12 (B) of UGC act, 1956)

Ph: 08852 – 252233, 34 Website: www.pragati.ac.in

DATE:16-3-2022

## CIRCULAR

All the members of the Student Council Committee are required to attend the meeting in the Conference room, Main block on 19.3.2022 at 2:00 PM to discuss the future action.

Agenda:

1. To discuss about online classes for programming languages.
2. Review the programs to be conducted to improve skill set of students.
3. Review about the online ongoing courses details.

  
PRINCIPAL

Copt to :  
1) Principal Office  
2) All HODS  
3) Circulate among Students  
4) All Student Council Members





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Ph: 08852 – 252233, 34. Website: www.pragati.ac.in

DATE: 16-03-2022

## STUDENT COUNCIL COMMITTEE

### Minutes of Meeting

The meeting of Student Council Committee of Pragati Engineering College of Engineering is held on 19<sup>th</sup> March 2022 with the following agenda:

1. To discuss about online classes for programming languages.
2. Review the programs to be conducted to improve skill set of students.
3. Review about the online ongoing courses details.

### Signatures

S.No	Name of the Members	Designation	Department	Role	Signature
1.	Dr. K. Satyanarayana	Professor & Principal	EEE	Chairman	
2.	Dr. G.Naresh	Dean Admin	EEE	Convener	
3.	Sri. G.Siva kumar	Associate Professor	ECE	Student advisor	
4.	Mr K. Chandra Sekhar	Assistant professor	CSE	Student advisor	
5.	Kilaparathi Sandeep Kumar	18a31a03c4	MECH	Student president	
6.	Vamaraju Shree Deepthi	18a31a0423	ECE	Student vice-president	
7.	Krishna Rohith	19a31b0559	CSE	Secretary	
8.	Balusu Lakshmi Sowjanya	18a31a1202	IT	Member	
9.	P.Sunder Raj	19a31a0136	CIVIL	Member	
10.	D.Priyanka	19a31a0204	EEE	Member	
11.	Mutyala Vanitha	20a31a4219	CSE(AI&ML)	Member	
12.	Gali Venkatesh	20a31a4431	CSE(DS)	Member	

The Convener -began the meeting of Student Council Committee with the welcome note to all the members present. The Convener presented the agenda along with suggestions and asked the Chairman to shed light on the topics and the discussion began. The agenda items were discussed and the feedback was collected.

The Chairman of Student Council Committee welcomed all the members to the meeting and appreciated everyone for successful organization of various events in the last three months and expected the same contribution in future also. Further the Chairman discussed the points of the agenda.

The meeting of Student Council Committee was commenced with ...

1. To discuss about online classes for programming languages.
2. Review the programs to be conducted to improve skill set of students.
3. Review about the online ongoing courses details.

**Resolution taken:**

- A detailed discussion about finalizing modalities for providing online teaching was held by members. Few teaching members apprised the council about the measures they are taking to provide online teaching to their students. Most of the members were of the opinion that they are facing lots of problems to reach to all students of their schools as some students have changed their numbers or are not reachable as most of the students live in rural areas where connectivity is a big problem
- Few suggestions were also given by some members to improve skill set related to industry orientation in this regard Dr. K. Satyanarayana sir also gave a valuable suggestion about seeking feedback from the students participating in online classes. Dr. K. Satyanarayanainformed the council that he, along with the faculty of his college, has been providing teaching/study material to students by Google Class, WhatsApp, and other social media platforms. They are also discussing the problems with the students are facing after reading the online material through Zoom App on a regular basis.
- Discussed about online course to improve the skill like swayam,courseera,udemy etc and also explained about COHORT online internship related to different companies salesforce, blueprism, cisco e.t.c

  
Student - President

  
PRINCIPAL  




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## STANDARD OPERATING PROCEDURE STUDENT COUNCIL COMMITTEE

**Introduction:** The Student Council Committee at Pragati Engineering College is responsible for representing the student body and promoting their welfare and interests. This Standard Operating Procedure (SOP) outlines the guidelines and processes to ensure effective functioning and organization of the Student Council Committee.

### Committee Structure:

1. The Student Council Committee shall consist of Principal, Vice- Principal and Senior members of the Department and elected student representatives from various academic programs and years.
2. The committee shall elect a President, Vice President, Secretary, and other relevant positions for effective leadership.

### Roles and Responsibilities:

1. President: - Preside over committee meetings and maintain decorum. - Represent the student body in official events and meetings. - Coordinate with college authorities on student-related matters.
2. Vice President: - Assist the President in their duties. - Assume the President's responsibilities in their absence.
3. Secretary: - Maintain records of meetings, agendas, and action items. - Ensure effective communication within the committee and with the student body.
4. Committee Members: - Act as representatives for their respective academic programs and years. - Provide input and suggestions on student-related matters.

### Meetings:

1. The committee shall hold regular meetings, at least once a month, to discuss student-related issues and plan events.
2. The President, or in their absence, the Vice President, shall chair the meetings.
3. Agendas and minutes of meetings shall be circulated to all committee members and relevant college authorities.

### Event Planning and Management:

1. The committee shall organize various events and activities to foster student engagement and development.
2. Events shall be planned well in advance, and responsibilities shall be allocated to specific committee members.
3. Proper budgeting, approval, and coordination with college authorities shall be done for each event.

**Communication with Students:**

1. The committee shall maintain open communication channels with the student body through social media, emails, and notice boards.
2. Regular updates and announcements shall be made to keep students informed about events and relevant matters.

**Code of Conduct:**

1. All committee members shall adhere to a code of conduct, promoting ethical behavior and professionalism.
2. Any member found in violation of the code of conduct may be subject to removal from the committee.

**Reporting:**

1. The committee shall periodically report its activities, achievements, and upcoming plans to the college administration and student body.



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Learning is Supreme Duty

DATE:06-08-2021

## STUDENT COUNCIL COMMITTEE

### NOTICE

All the staff and Students hereby informed that a Student Active Council is constituted with following members for Academic Year 2021-22

S.No	Name of the Members	Designation	Department	Role
1.	Dr. S.Sambu Prasad	Professor & Principal	MECH	Chairman
2.	Dr. G.Naresh	Dean Admin	EEE	Convenor
3.	Sri. G.Sivakumar	Associate Professor	ECE	Student advisor
4.	Mr K. Chandra Sekhar	Assistant professor	CSE	Student advisor
5.	Kilaparthy Sandeep Kumar	18a31a03c4	MECH	Student president
6.	Vamaraju Shree Deepthi	18a31a0423	ECE	Student vice-president
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11.	Mutyala Vanitha	20a31a4219	CSE(AI&ML)	Member
12.	Gali Venkatesh	20a31a4431	CSE(DS)	Member

#### Roles and Responsibilities:

1. To voice student concerns, ideas, and needs to the college administration.
2. To address issues affecting students' academic, social, and extracurricular experiences.
3. To organize and coordinate various events, activities, and initiatives that promote student engagement, personal development, and College spirit.

  
PRINCIPAL

- Copt to :
- 1) Principal Office
  - 2) All HODS
  - 3) Circulate among Students
  - 4) All Student Council Members



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DATE:06-08-2021

## CIRCULAR

All the members of the Student Council Committee are required to attend the meeting in the Conference room, Main block on 09.08.2021 at 3:00 PM to discuss the future course of action for the academic year 2021-22.

### Agenda:

1. Review the programs to be conducted to improve skill set of students.
2. Review the Plan to improve interaction of students among themselves as well as with the faculty.
3. Plan the requirements for the holistic development of students
4. Contribution of students towards society.
5. Review the events of cultural activities.
6. Nomination of students in various committees of the college.
7. To prepare the annual calendar of the students' council with all activities and events.

  
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Learning is Supreme Dedy

DATE: 09-08-2021

## STUDENT COUNCIL COMMITTEE

### Minutes of Meeting

The meeting of Student Council Committee of Pragati Engineering College of Engineering is held on 9<sup>th</sup> August 2021 with the following agenda:

1. Review the programs to be conducted to improve skill set of students.
2. Review the Plan to improve interaction of students among themselves as well as with the faculty.
3. Plan the requirements for the holistic development of students
4. Contribution of students towards society.
5. Review the events of cultural activities.
6. Nomination of students in various committees of the college.
7. To prepare the annual calendar of the students' council with all activities and events.

### Signatures

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The Convener -began the meeting of Student Council Committee with the welcome note to all the members present. The Convener presented the agenda along with suggestions and asked the Chairman to shed light on the topics and the discussion began. The agenda items were discussed and the feedback was collected.

The Chairman of Student Council Committee welcomed all the members to the meeting and appreciated everyone for successful organization of various events in the last academic year and expected the same contribution in future also. Further the Chairman discussed the points of the agenda.

The meeting of Student Council Committee was commenced with ...

1. **Mr.K.Chandrasekhar** taken feedback of previous events organized by college. he also requested Chairman sir to speak on it.
2. After collecting feedback from the coordinator, the Chairman **Dr.S.SambuPrasadsir** discussed about the achievements and shortcomings of the last year college events. He asked the members to suggest remedial measures also.
3. **Dr. G.Nareshsir** expressed that the students are very happy for the Communication skills classes conducted in the last year, in addition to this he suggested to conduct programs like Teach collaboration as a value and skill set to encourage students to create new Ideas.
4. One of the 3rd CSE students asked to conduct interaction program with faculty for first year students to reduce their stress and to improve learning to inculcate holistic development in students.
5. A 3rd year CSE student expressed they want to arrange farewell party to their seniors.
6. A 3rd year Mechanical student asked to invite senior industry personnel on special days.
7. 2nd year CSE students expressed that they want an interactive session with seniors to know more about the placement related tricks and trips.
8. One of the 3rd ME students asked to conduct Cultural programs.

**Resolution taken:**

1. Guest Lectures/Workshop will be conducted after discussing with concern committee members.
2. CRT training will be provided regularly for the students to enhance their interview skills after discussing with T-Hub people.

3. After discussion with NSS committee members, Students will be allowed to visit orphan aged homes and they can donate fund and also they can contribute their services to orphans.
4. Minimum one guest lecture will be provided in the semester on crucial subjects after discussion in academic committee members.
5. The Chairman said that he would talk to the Library committee and look at the way the E-Book purchase is done.
6. The Chairman said that he would talk to the SAC coordinators, after that decision will be made for cultural programs
7. Various Clubs will be formed and they will function to conduct various events.
8. The Chairman said that he would talk to the academic committees to conduct a various webinars and seminars to strengthen their skills.
9. Coordinator said that, after discussing with Cultural committee coordinator decision will be made to organize co-curricular events.

  
**Student - President**

  
**PRINCIPAL**



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Ph: 08852 - 252233, 34. Website: www.pragati.ac.in

DATE:01-12-2021

## CIRCULAR

All the members of the Student Council Committee are required to attend the meeting in the Conference room, Main block on 03.12.2021 at 3:00 PM to discuss the future action for the academic year 2021-22.

Agenda:

1. To discuss about website updating.
2. To discuss about the new syllabus introduced by the University and Optional subjects.
3. To explain the rules and regulations of the attendance and discipline.
4. To explain about conducting cultural activities.
5. To discuss about organizing Technical event.

  
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DATE:01-12-2021

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DATE: 03-12-2021

## STUDENT COUNCIL COMMITTEE

### Minutes of Meeting

The meeting of Student Council Committee of Pragati Engineering College of Engineering is held on 3<sup>rd</sup> December 2021 with the following agenda:

1. To discuss about website updating.
2. To discuss about the new syllabus introduced by the University and Optional subjects.
3. To explain the rules and regulations of the attendance and discipline.
4. To explain about conducting cultural activities.  
To discuss about organizing Technical event.

### Signatures

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The meeting of Student Council Committee was commenced with ...

- To discuss about website updating.
- To discuss about the new syllabus introduced by the University and Optional subjects.
- To explain the rules and regulations of the attendance and discipline.
- To explain about conducting cultural activities.
- To discuss about organizing Technical event
- To discuss about appointment of additional teaching staff in pointof view Cse Emerging branches.

**Resolution taken:**

- Principal informed the members about need for moving towards paperless office. Accordingly various facilities which could be made available online were discussed. It was resolved that website should be updated suitably after discussion with web designer for providing features like Emerging branches data,Result/Revaluation of Examination e.t.c.
- Vice-Principal acquainted the students with the new syllabus introduced by the University he also explained availability of all optional groups for the students . Various optional groups, subjects there under, scope of each of the group was discussed.
- The rules & regulations of the college as regards attendance policy, dress code, code of conduct on campus & off campus, use of mobile etc. were explained by the Principal to the students. The student and parents were specially informed about the strict 75% attendance policy of the college.
- Decided to conduct cultural activities Rangoli and sport .
- Principal informed the members about conduct technical event STRIDES 2K21 on online flatform due to pandemic situation.
- The need for appointment of additional teaching staff for Emerging branches was discussed. It was decided to recruit additional teaching staff according to the requirement.

  
Student - President

  
PRINCIPAL

