

NEW HORIZON COLLEGE OF ENGINEERING

Ref No 107/23-24/NHCE /HWC (B)

Dated: 27th March 2024

CIRCULAR

The Meeting of Hostel Students Welfare Committee (boys) is convened on 4th April 2024 at 11.00 a.m. in Conference Hall- Chhatrapati Shivaji Block. All the Members are requested to be present for the Meeting.

Agenda:

- Menu of the food to be served for Hostel Students
- Out sourcing of Kitchen to outsiders for serving food to Hostel Students
- Students Complaint & Feedback
- Daily and Weekly Reporting Requirements for Hostel Management
- Addressing the Issue of Book Availability in the Library


Principal

Cc to:

- Dr. Manjunatha - Chairman
- Dr. Anandhi.R.J. - Member
- Mr. Ramesh Babu - Member
- Mr. Pankajakshan - Member
- Mr. Sambasiva Rao - Member
- Mr. H. N. Suryaprakash - Member Secretary

NEW HORIZON COLLEGE OF ENGINEERING

Minutes of the Meeting of Hostel Students Welfare Committee (boys)

Minutes of the Meeting of Hostel Students Welfare Committee (boys) was held on 4th April 2024 at 11.00 a.m. in Conference Hall- Chhatrapati Shivaji Block. The following members were present for the meeting.

- | | | |
|---|---|-----------------|
| 1. Dr. Manjunatha
Principal, NHCE | - | Chairman |
| 2. Dr. Anandhi. R.J.
Dean Student Affairs | - | Member |
| 3. Mr. Pankajakshan
Warden | - | Member |
| 4. Mr. Sambasiva Rao
Warden | - | Member |
| 5. Mr. Ramesh Babu
Warden | - | Member |
| 6. Mr. H. N. Suryaprakash
Registrar, NHCE | - | Convener |

Agenda discussed were as follows:

- Menu of the food to be served for Hostel Students
- Out sourcing of Kitchen to outsiders for serving food to Hostel Students
- Students Complaint & Feedback
- Daily and Weekly Reporting Requirements for Hostel Management
- Addressing the Issue of Book Availability in the Library

At the outset of the meeting, **Mr. Surya Prakash H N, Convener**, welcomed the Honorable Chairman and the members of the Committee Convener and also informed all the members about the agenda of the meeting with the permission of the Chairman of the proceeding of Hostel Student Welfare Committee started.

1. Food Menu for Hostel Students

After detailed discussions, the members decided to implement a uniform food menu across all hostels within the campus. The menu will feature different options for all seven days of the week, including a considerable variety of non-vegetarian dishes. Each month's food menu must be planned in advance by the mess management.

2. Outsourcing Kitchen Services

The committee unanimously agreed to continue outsourcing kitchen services to external vendors. These services will be monitored closely under the direct supervision of the Hostel Committee and Management to ensure quality and consistency.

3. Student Complaints and Feedback

Recognizing the importance of maintaining high standards in hostel life, the members instructed staff to regularly collect student feedback and promptly address any complaints. These should cover areas such as food quality, cleanliness, maintenance of common areas, availability of amenities, and overall living conditions.

4. Reporting Requirements for Hostel Management

To ensure efficient operations and maintain high standards in the hostels, the committee introduced a detailed reporting system. The hostel wardens are required to prepare and submit daily and weekly reports covering various aspects of hostel operations and student welfare. These reports must be submitted to the convener weekly for review and necessary action.

5. Addressing the Issue of Book Availability in the Library

To address the concerns regarding book availability, the committee instructed the library to enhance its e-book facilities. This initiative will enable hostel students to access books and periodicals conveniently from their hostel rooms, ensuring better academic support and resource accessibility.

Meeting concluded with Vote of thanks by **Convener**

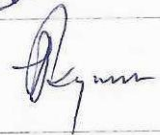


Chairman


Convener

NEW HORIZON COLLEGE OF ENGINEERING

Meeting of Hostel Students Welfare Committee (boys) was held on 4th April 2024 at 11.00 a.m. in Conference Hall- Chhatrapati Shivaji Block.

The following members were present for the meeting.

Sl. No.	Name	Designation	Signature
1	Dr. Manjunatha	Chairman	
2	Dr. Anandhi.R.J	Member	
3	Mr. Ramesh Babu	Member	
4.	Mr. Pankajakshan	Member	
5.	Mr. Sambasiva Rao	Member	
6.	Mr. H. N. Suryaprakash	Convener	

NEW HORIZON COLLEGE OF ENGINEERING

Ref No 106/2023-24/NHCE /HWC (B)

1st Sept 2023

CIRCULAR

The Meeting of Hostel Students Welfare Committee (boys) is convened on 8th Sept 2023 at 12.00 p.m in Conference Hall- **Chhatrapati Shivaji** Block. All the Members are requested to be present for the Meeting.

Agenda:

- To read and confirm the Minutes of the previous meeting.
- Menu of the food to be served for Hostel Students.
- Anti-Ragging Committee.
- Allotment of Room.
- Laundry Service.
- Internet Connections.


Principal






Cc to:

- Dr. Manjunatha - Chairman
- Dr. Anandhi.R.J. - Member
- Mr. Ramesh Babu - Member
- Mr. Pankajakshan - Member
- Mr. Sambasiva Rao - Member
- Shri. H. N. Suryaprakash - Member Secretary

NEW HORIZON COLLEGE OF ENGINEERING

Minutes of the Meeting of Hostel Students Welfare Committee (boys)

Minutes of the Meeting of Hostel Students Welfare Committee (boys) held on 8th Sept 2023 at 12.00 p.m in Conference Hall- Chhatrapati Shivaji Block. The following members were present for the meeting.

- | | | | |
|--|---|----------|---|
| 1. Dr. Manjunatha
Principal, NHCE | - | Chairman | |
| 2. Dr. Anandhi. R.J.
Dean Student Affairs | - | Member |  |
| 3. Mr. Pankajakshan
Warden | - | Member |  |
| 4. Mr. Sambasiva Rao
Warden | - | Member |  |
| 5. Mr. Ramesh Babu
Warden | - | Member |  |
| 6. Shri. H. N. Suryaprakash
Registrar, NHCE | - | Convener |  |

Agenda:

- To read and confirm the Minutes of the previous meeting.
- Menu of the food to be served for Hostel Students.
- Anti-Ragging Committee.
- Allotment of Room.
- Laundry Service.
- Internet Connections.

At the outset of the meeting, the Convener, Shri H.N. Surya Prakash welcomed Honorable Chairman and members of the Hostel Student Welfare Committee. The Convener presented the agenda of the meeting to all the members with the permission of Chairman, the proceeding of Hostel Student Welfare Committee started.

1. **To read and confirm the Minutes of the previous meeting.**

The Committee Members confirmed Minutes of the previous Meeting and were happy with the progress made except for a few areas.

2. **Menu of the food to be served for Hostel Students:**

The Members of the Committee decided to let the Hostel Students decide the Menu of their choice and let the Committee know through their respective Wardens. Uniform food menu of Vegetarian and Non-Vegetarian, North and South Indian Food had to be given equal importance. No Non – Vegetarian Food to be served in the Campus on Tuesdays.

3. **Anti-Ragging Committee:**

The Committee members unanimously agreed to formulate Anti-Ragging Committee to monitor ragging with the Hostels. Undertaking letters are to be signed by all the Hostel Students as per State Government directions. It was also suggested to bring among the Hostel Students preventive measures the Institution has undertaken with regard to Ragging activities.

4. **Allotment of Room:**

The Committee members appointed Ms. Padma from the Accounts Department to allot rooms to Hostel Students based on their choice as Hostel contains single, double & triple sharing occupancy. The Committee welcomed the New Hostel Students & was given general instruction regarding discipline & behavior.

5. **Laundry Service:**


The Hostel Students brought to the notice of the Committee their laundry problems which were placed in the Committee meeting and discussed in detail. The Committee decided to purchase coin operated washing machine and requested Sr. Exe. Director Accounts and Finance to call for Quotations for the same.

6. **Internet Connections**

In the Committee meeting problem of Internet Connection, the Hostel students were facing was discussed in detail. It was decided to change the service provider of Internet connection with improved bandwidth, faster connection and connectivity.

Meeting concluded with Vote of thanks by Convener


Chairman


Convener