



# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

(AUTONOMOUS)

NAAC Accredited Institution with 'A' Grade  
Kandlakoya (V), Medchal Road, Hyderabad -501401.

CMRCET/ECE/BC-CELL/AY2017-18/CIR-01

Date: 16.05.2017

## CIRCULAR

All the members of Bridge Course cell committee of the college are requested to attend the meeting on 23.05.2017 in the Department of ECE, Room No: 214, BLOCK-II at 3:00 PM.

The Agenda of the meeting is:

- i) To Discuss about the SOP, Objectives, Roles & Responsibilities.
- ii) Events to be organized under Bridge Course cell.
- iii) For scheduling all the related activities without affecting the academic schedules.
- iv) To prepare budget for the events in current AY.

Convener  
Bridge Course cell

HOD, ECE

Head of the Department  
Department of ECE  
CMR College of Engineering & Technology  
Kandlakoya, Hyderabad-501401

Copy Submitted to: (1)The Secretary Garu – For your kind information Pl.

Copy to:

1. Principal
2. IQAC Coordinator
3. All HODS
4. Concerned Faculty



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## BRIDGE COURSE CELL (AY 2017-18)

### MINUTES OF MEETING

1. The Meeting was held on 23.05.2017 from 3.00 to 4:00 pm in the Department of ECE
2. The Convener welcomed all the committee members.
3. Discussed SOP with Objectives, Roles & responsibilities of the coordinators.
4. Discussed about the events to be conducted in the current AY.
5. Informed department coordinators to submit program schedule and budget for the current year.

### STANDARD OPERATING PROCEDURE OF BRIDGE COURSE CELL COMMITTEE

The intention of Bridge Course cell is to motivate the lateral entry students to gain knowledge and some engineering courses, to bridge the gap between the students who came from intermediate course and diploma course. To facilitate the lateral entry students, to get the basic knowledge in engineering mathematics, C programming and English language. A committee is formed for take over activities involved in BRIDGE COURSE CELL. Convener of committee is supposed to release the correspondence related to the activities to be conducted for a particular academic year duly approved by the IQAC coordinator before end of previous academic year. Chairman of committee release an office order in the month of May regarding the members of the committee for the next academic year.

### OBJECTIVES OF BRIDGE COURSE CELL

1. To facilitate the lateral entry students to get fundamental knowledge about some engineering courses where they are lagging.
2. To create awareness among the lateral entry students regarding engineering courses.
3. To bridge the gap between the students who came from intermediate course and diploma course.
4. To motivate the students to understand the importance of these engineering courses.

### Roles & Responsibilities of the committees

- ❖ To prepare BRIDGE COURSE programs schedule for the current AY.
- ❖ To prepare budget for the programs.
- ❖ To organize different programs in the department to facilitate the lateral entry students to gain confidence and knowledge about these courses.
- ❖ To motivate the students to attend these programs.

**List of faculty members attended the meeting**

S.No	Name of the member	Designation	Position
1.	Major. Dr. V A Narayana	Principal	Chairman
2.	Dr. D. Vijaya Kumar	Asst. Prof., ECE	Convener
3.	Mr. Y. Chitti Babu	Asst. Prof., ECE	Member
4.	Mr. G. Ravi Kumar	Asst. Prof., CSE	Member
5.	Mr. Ch. Shankara Rao	Asst. Prof., EEE	Member
6.	Mr. E. Sammaiah	Asst. Prof., MECH	Member
7.	Dr. J.Srinivasa Rao	Professor, CIVIL	Member
8.	Mr. L. Ramanjaneya	Asst. Prof., MBA	Member

  
Convener  
Bridge Course cell

  
HOD, ECE

Head of the Department  
Department of ECE  
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