



# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

(AUTONOMOUS)

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

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CMRCET/PRIN/ LWH/AY2015-16/CIR-03

Date: 18/03/2016

## CIRCULAR

This is to inform Ladies Waiting Hall Committee members that, annual review meeting is scheduled on 21-03-2016 at 3:00 P.M at Civil CADD Lab Block-II. All the members of the Committee are requested to be present on time.

### **Agenda of the Meeting:**

1. To Review the committee works of A.Y. 2015-16.
2. To review the complaint received from the students.
3. Any other matter with the permission of the chair.

  
Convener

  
Principal

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

Copy to:

1. IQAC Coordinator
2. Controller of Examinations
3. All HODS
4. Administrative Officer
5. Accounts Officer
6. Students Notice Board



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## MINUTES OF THE MEETING OF LADIES WAITING HALL COMMITTEE

Ladies Waiting Hall Committee Meeting was held on 21-03-2016 at 3 p.m at Civil CADD Lab, Block-II. and the following points were discussed.

1. Members reviewed the proceedings of the previous meeting.
2. Members discussed about the complaints received from students regarding about the maintenance of the hall.
3. Members discussed about the monthly maintenance of the winding machine.
4. Members are Instructed to check the beds and pillows are washed periodically twice in a month.
5. Members decided to change a new cleaning personnel to maintain the hall hygienically
6. The meeting was adjourned at 4:00 p.m.

The undersigned were present for the meeting

S.No	Name of the member	Designation	Position	Signature
1.	Dr. M. Ramalinga Reddy	Principal	Chairman	
2.	K.S.V.Praveena	Assistant Professor	Convener(Civil Dept)	
3	Ms.Preethy Singh	Assistant Professor	Member (CSE Dept)	
4	M.Sarojini	Assistant Professor	Member (ECE Dept)	
5	Mrs.R.Shiresha	Assistant Professor	Member (EEE Dept)	
6	Ms.D.Neelima patnaik	Assistant Professor	Member (H&S Dept)	
7	Mrs.kavitha Reddy	Assistant Professor	Member (MECH Dept)	
8	Ms.A.Ambika	Assistant Professor	Member (MBA Dept)	
9	R Samaikya	Student	Member (Civil Dept, 14H51A01A1)	
10	Sudarsi Anjali	Student	Member (ECE Dept, 14H51A0455)	
11	Bokkili Vijayalaxmi	Student	Member (EEE Dept, 14H51A0268)	
12	Bitla Soumya	Student	Member (CSE Dept, 14H51A0568)	
13	Anvitha Chen	Student	Member (Mech Dept, 14H51A0303)	
14	B Teja	Student	Member (MBA Dept, 14H51E0011)	

Convener

Principal

**PRINCIPAL**  
**CMR COLLEGE OF ENGG & TECH.**  
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Hyderabad-501401.