

CMRCET/PRIN/FDPC/AY2016-17/CIR-01

Date: 24/05/2016

**CIRCULAR**

This is to inform all the Faculty Development Program Cell members that there will be a meeting on 28<sup>th</sup> May 2016 at 2:30 PM in Department of ME –HOD Cabin

Agenda of the meeting:

To discuss about

1. To discuss last year programs
2. To discuss about any updates in SOP
3. To discuss about the Events to be conducted under FDP Cell for A.Y.2016-17.
4. For scheduling all the related activities for upcoming academic year.
5. Any other issues.



Convener



Principal

Copy Submitted to: (1) 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. Concerned Faculty members

**Academic Year: 2016-17**  
**Faculty Development Program Cell**  
**MINUTES OF MEETING**

Date: 28-05-2016      Time: 2:30-3:45 PM      Venue: Department of ME- HOD cabin

Chaired By: Dr. M. Ramalinga Reddy, Principal, CMR College of Engineering & Technology

**Members present:**

1. Chairman: Dr.M. Ramalinga Reddy, Principal of CMRCET
2. Convener: Mr. S. Shyam Kumar, Professor,
3. One faculty from Each Department: Ms. N. Deepthi  
Ms. P. Kamala  
Mr. K. Srinivas Reddy  
Ms. P. Srilaxmi  
Ms. A. Ambika  
Ms. K. Soujanya  
Mr. A. Harish

The chairman Dr. Ramalinga Reddy welcomed all the committee members.


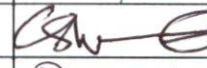
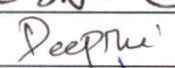
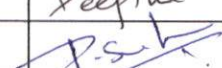





Proposal of activities to be conducted for the Faculty teaching and non teaching in the A.Y 2016-17 under Faculty Development Program Cell from each department.

Sl. No	Name of the Program	Department	No. of Programs	
			Academic Year	Total
1	Faculty development Program - Teaching	CE	04	07
	Non Teaching		03	
2	Faculty development Program - Teaching	EEE	05	05
	Non Teaching			
3	Faculty development Program - Teaching	ME	06	09
	Non Teaching		03	
4	Faculty development Program - Teaching	ECE	08	10
	Non Teaching		02	
5	Faculty development Program - Teaching	CSE	11	13
	Non Teaching		02	
6	Faculty development Program - Teaching	H&S	04	06
	Non Teaching		02	
7	Faculty development Program - Teaching	MBA	07	08
	Non Teaching		01	
8	Faculty & Staff Awareness Program on Examination System.	Exam Section	01	01

**The Committee made the following Resolution**

1. All the committee members agreed to organize more programs with different domain areas under Faculty Development Program Cell.
2. All the committee members agreed to follow the same SOP of A. Y 2014-15 for the upcoming A.Y. 2016-17.
3. All the committee members agreed to the suggestions and accepted the proposal with enthusiasm for the events to be conducted and took the decision to conduct all the above in the programs in the Academic Year 2016-17.
4. Some of the member suggested providing training for latest domain to improve their skills in addition to their regular faculty development Program along with these expert speakers in recent trends.
5. The meeting was concluded with thanks to chair.

**List of Committee Members:**

Sl.No.	Name of the Faculty	Designation	Department	Signature
1	Dr. M. Ramalinga Reddy	Principal	ME	
2	Mr. S. Shyam Kumar	Professor	ME	
3	Ms. N. Deepthi	Assistant Professor	CSE	
4	Ms. P. Srilaxmi	Assistant Professor	ECE	
5	Ms. K. Soujanya	Associate Professor	EEE	
6	Mr. K. Srinivas Reddy	Assistant Professor	CE	
7	Mr. A. Harish	Assistant Professor	ME	
8	Ms. A. Ambika	Assistant Professor	MBA	
9	Ms. P. Kamala	Assistant Professor	H&S	

  
Convener