CMRCET/PRIN/FDPC/AY2018-19/CIR-01   **Date: 30/05/2018**

CIRCULAR

This is to inform all the Faculty Development Program Cell members that there will be a meeting on 02nd June 2018 at 2:30 PM in Department of ME –Seminar Hall

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.2018-19.

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: 2018-19
Faculty Development Program Cell
MINUTES OF MEETING

Date: 02-06-2018   Time: 2:30-3:45 PM   Venue: Department of ME- Seminar Hall

Chaired By: Dr. V. A. Narayana, Principal, CMR College of Engineering & Technology

Members present:

1. Chairman: Dr.V. A. Narayana, Principal of CMRCET
2. Convener: Mr. Santosh V. Kulkarni, Associate Professor,
3. One faculty from Each Department: Ms. N. Deepthi
                                      Ms. P. Kamala
                                      Mr. K. R. S. Maruti Raj
                                      Ms. P. Srilaxmi
                                      Mr. N. Rajendra Reddy
                                      Ms. K. Soujanya
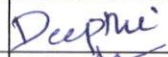   Mr. A. Harish
                                      Mr. Jilla Karthik

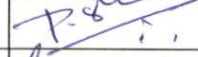The chairman Dr. V. A. Narayana welcomed all the committee members.

Item: Proposal of activities to be conducted for the Faculty teaching and non teaching in the A.Y 2018-19 under Faculty Development Program Cell from each department.
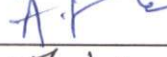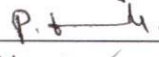
Sl. No	Name of the Program	Department	No. of Programs	
			Academic Year	Total
1	Faculty development Program - Teaching	CE	04	05
	Non Teaching		01	
2	Faculty development Program - Teaching	EEE	04	05
	Non Teaching		01	
3	Faculty development Program - Teaching	ME	06	09
	Non Teaching		03	
4	Faculty development Program - Teaching	ECE	12	14
	Non Teaching		02	
5	Faculty development Program - Teaching	CSE	08	10
	Non Teaching		02	
6	Faculty development Program - Teaching	H&S	05	06
	Non Teaching		01	
7	Faculty development Program - Teaching	MBA	06	07
	Non Teaching		01	
8	Faculty development Program - Teaching	CEER	08	08
	Non Teaching			
9	Key points of examination system- An awareness program.	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 are suggested that, we have to include CEER activities and its programs like Social Innovation and Engineering Exploration activities in SOP for the upcoming A.Y.

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 events in the Academic Year 2018-19.

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 this 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. V. A. Narayana	Principal	CSE	
2	Mr. Santosh V. Kulkarni	Associate 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. R. S. Maruti Raj	Assistant Professor	CE	
7	Mr. A. Harish	Assistant Professor	ME	
8	Mr. N. Rajendra Reddy	Assistant Professor	MBA	
9	Ms. P. Kamala	Assistant Professor	H&S	
10	Mr.Jilla Karthik	Assistant Professor	CEER	

Convener