



**CMR COLLEGE OF ENGINEERING & TECHNOLOGY**  
(AUTONOMOUS)

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

CMRCET/PRIN/(44)/2017

Date: 10/05/2017

**OFFICE ORDER**

This is to inform all the faculty & students that Mentor-Mentee Committee has been formed in the institute to ensure the professional performance and development of students (mentees) through mentor-mentee system.

The Committee is constituted with the following members for the A.Y: 2017-18

S.No	Name of the member	Designation	Position
1.	Major Dr. V. A. Narayana	Principal	Chairman
2.	Dr. K. VijayaKumar	Professor, HOD, CSE	Convener
3	Mr. A. P. Ravi Chandra	Associate Professor, CIVIL	Member
4	Mrs. K. Soujanya	Associate Professor, EEE	Member
5	Mr. P. Sridhar	Associate Professor, MECH	Member
6	Mr. P. Raveendra Babu	Associate Professor, ECE	Member
7	Mrs. K. L.S. Soujanya	Associate Professor, CSE	Member
8	Mrs. P. Alekhya	Associate Professor, MBA	Member

Committee will work in line to meet the following requirements

1. To provide close guidance to students on academics, co-curricular, extra circular activities and to foster professional relationship between students and the Faculty.
2. To keep track the mentees academic performance, attendance and participation in competition, co-circular and extra circular actives.
3. To intimate the parents about the student attendance and academic performance regularly
4. To support mentees academically and emotionally

The Committee shall meet as frequently as necessary to allow it to discharge its duties and in any case at least two times per academic year

**Principal**

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

Copy to:

1. Dean Academics
2. IQAC Coordinator
3. Controller of Examinations
4. All HODS
5. Administrative Officer
6. Accounts Officer
7. PD
8. Library
9. Concerned Faculty
10. Students Notice Board

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