




**CIRCULAR**

This is to inform to all the Parent teacher association members that the Annual review meeting is planned on 30.12.2014 hence all the members are requested to attend.

**Agenda points of Annual Review meeting**

- To discuss about feedback taken by the parents in PTM meeting.
- Plan of action for the next academic year.


  
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. Students Notice Board

  
**PRINCIPAL**  
CMR COLLEGE OF ENGG. & TECH.  
Kandlakoya (V), Medchal Road,  
Hyderabad-501401.



Academic Year 2014-15

Date:30.12.2014

venue: ECE Seminar Hall.

MINUTES OF MEETING

- The Meeting was started at 10.00AM in the ECE Seminar Hall .
- The Chairman welcomed the committee members and read the agenda
- The Chairman then asked the opinion on each agenda point.
- The Committee members discussed about the agenda points one by one.
- First the committee discussed about how to improve the employability skills of the students and parents are given suggestions to include new courses and labs to improve the skills.
- Second the committee discussed about female students safety and security and parents given suggestions on for the establishment of women protection cell in the college.
- Next the committee discussed about issues related to library books
- Finally it discussed about increase the smart class rooms for clear understanding of the concepts.
- Finally the committee has taken some resolutions and sent for IQAC approval.

The Members presents for PTA meeting:

S.No	Name of the member	Designation	Position	Signature
1.	Dr. M. Ramalinga Reddy	Principal	Chairman	
2.	Mrs. B. Premalatha	Associate professor	Convener	
3.	Prof. B. Lokeswara Rao	Professor	Member	
4.	Dr.Y.Rama Mohan	Professor	Member	
5.	Mr. C. Shekar	Asst. Professor	Member	
6.	Mr. N. Muneshu Babu	Associate Professor	Member	
7.	Mr.B.Sivaiah	Associate Professor	Member	
8.	Mr.B.Prashanth Kumar Reddy	Asst. Professor	Member	
9.	Ms. T. Sharanya	Asst. Professor	Member	
10.	Mr.M.Venkateswara Rao	Parent from MECH department	Member	
11.	Mr. D.Veeranagi reddy	Parent from MBA Department	Member	
12.	Mr. G.Muraleedhar	Parent from ECE Department	Member	
13.	Mr. M.Vishwanath Reddy	Parent from EEE Department	Member	
14.	Mrs. Fatima Mary	Parent from civil Department	Member	
15.	Mr. Y.V.Ramana Murthy	Parent from H&S Department	Member	
16.	Mr.A.Venkata Ramana Reddy	Parent from CSE Department	Member	

Convener

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