

CMRCET/PRIN/SC/AY2014-15/CIR-01

Date: 15/05/2014

## CIRCULAR

This is to inform that all the Student Conclave members have to assemble at the auditorium, Block-II at 10:30AM on 17-05-2014. The purpose of the meeting is to discuss various activities related to community and institutional developments for the academic year 2014-2015.

The Agenda of the meeting is:

- We have to discuss on objectives, roles and responsibilities of Student Conclave committee.
- Sharing the ideas of the committee member's to finalize the events.

  
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. Student Conclave
5. NSS/NCC
6. Administrative Officer
7. Accounts Officer
8. Students Notice Board

## Student Conclave

### Minutes of Meeting

With reference to the circular No. CMRCET/PRIN/SC/AY14-15/CIR-01, dated: 15-05-2014. A meeting was held on 17-05-2014 with all the committee members.

- The Chairman of Student Conclave, Dr. M. Ramalinga Reddy welcomed all the committee members and congratulated to committee members.
- The first agenda point was about the objectives of the committee.
- Our student Conclave committee Chairman Dr. M. Ramalinga Reddy suggested all the programs should be connected to community services and institutional developments so that they will develop a better society as well as institutional growth.
- Student Conclave members suggested to organize some programs related to community services and various programs related to technical fests.
- Other committee members have suggested Non-technical events and cultural events for professional institutional developments.
- All the committee suggestions are collectively taken for the academic year 2014-15.

#### **Introduction:**

The student Conclave is the voice of the student body. The aim of the student Conclave is to organize all kinds of events in the campus by students under the supervision of faculty. The purpose of the Conclave is to give students an opportunity to improve their leadership qualities development through organization. In addition to planning events that contribute to college spirit and community welfare, and also they help and share student ideas, interests, and concerns with the college wide community.

The student Conclave is operated based upon conclave procedures. Planning and ideas are presented in front of the student Conclave and voted upon and confirmed by the student body president. We welcome you all, if any student is interested in leadership, organizational behavior, event planning and administration or becoming more involved in the college.

At the end of the day, a Student Conclave organizer will thrive only if students themselves are committed to the ideas and to making it work anywhere.

### **Objectives:**

1. To promote democracy through participation of students is very important affair in technical institutions.
2. Nurture the spirit of participation, leadership, cooperative skills, and transparency.
3. To develop in them an understanding that respect for rules is essential for conducting any discussion systematically and effectively.
4. To impart strength and confidence to the ideas of students and volunteer who work for the college.
5. Create awareness and strengthen trust and respect among the members of the Conclave as well as all the academic and administrative staff of the college.
6. Adapt permanently to the vision, mission and objectives of the institution.

### **Selection/Eligibility Criteria for Conclave Members:**

1. Under graduate student aged between 18-22 years and for masters level the maximum age limit is 25 years for selection of the student Conclave.
2. The candidate shall not have any criminal cases or disciplinary action taken by the disciplinary committee.
3. The candidate must be in regular and full time and also student should not have any dues of hostel/Institution fees in the institution.

**Roles and Responsibilities:**

1. Prevention of ragging is the top priority in the instruction and prevention of ragging through counseling of the senior students and with the help of faculty and administrative members.
2. Manage the day-to-day issues of the Student Conclave Committee
3. Govern the junior and the needy students to improve their technical and organizational developments through symposiums, workshops, and seminars.
4. Accompany with administration and faculty for smooth functioning of various works.
5. To improve harmony between students, management, staff, and parents.
6. Providing and motivating for physical fitness through sports activities.
7. Instruct through various programs with eminent personalities for career and personality developments.
8. Supportive innovations and creative ideas of the undergraduate and post graduate students.
9. Directorship of Annual sports day, cultural and technical (AZURA) fest.
10. Map out the programs in the campus for healthy and cleanly environment
11. Tie up with various social organizations to understand the community through various activities like NSS, NCC and clubs.
12. All the programs are to be presented in front of Conclave body meeting and should get approvals.
13. Up-to date suggestions may consider, from the Institutional management and the principal.

**Resolution:**

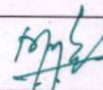
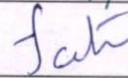
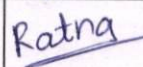

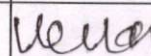
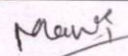
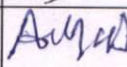
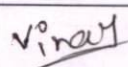
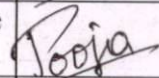
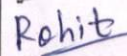

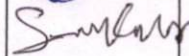
1. Maximum number of programs either technical or non-technical programs should be conducted during the A. Y. 2014-2015.
2. All the student committee members have collectively taken decision to organize the various programs for first and second semesters.
3. At least one or two technical program should be conducted during the academic year 204-15

The meeting concluded with the vote of thanks and valuable suggestions.

**List of Programs:**

S. No.	Name of the event	Date
1	Traditional & Fresher's Day	31/12/2014
2	Technical Fest-Azura2k15	13 & 14 <sup>th</sup> April, 2015
3	College Annual Day	16/04/2015

**Student Conclave Committee Members:**

S. No.	Name of the Faculty	Designation	Signature
1	Dr. M. Ramalinga Reddy	Principal & Chairman	
2	Fatima Mary	Dean Students Affairs	
3	B. Ratna kishore	President	
4	B. Mamatha	Vice-President	
5	C. Sahana	General Secretary	C. Sahana
6	M. Veera Raja	Cultural secretary	
7	K. Mani Krishna	Sports Secretary	
8	Ayub Baig	News Magazine Secretary	
9	K. Vinay Kumar	Canteen Secretary	
10	S. Pooja	Facilities and Maintenance Secretary	
11	D. Rohit Reddy	NSS secretary	
12	G. Yashoda Rani	Competition Coordinator	
13	K. Sravan Kumar	Freshman Engineering	



# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

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14	K. Sarat Chandra	Placement and Training	k.sarat
15	D. Sures Kumar	Technical Events Secretary	Suresh
16	G. Amuktha	Students Club Secretary	A
17	K. Veena	Librarian	Veena.