

## MINUTES OF MEETING

Meeting of the Publication Committee was held on July 18<sup>th</sup> 2014 at 10:30AM in the Library of MG Block, SMEC. The following members attended.

S. No.	Name of the Faculty	Designation	Dept.	Sign
1	Mr. K Yadaiah	Convener	ECE	Yadaiah
2	Mr. K.Nageswara Rao	Member	MECH	Nageswara Rao
3	Mrs. Shabana Tabassum	Member	CIVIL	Shabana Tabassum
4	Mr.T.Kalyani	Member	EEE	T.Kalyani
5	Mrs. K B K S Durga	Member	CSE	K B K S Durga
6	Mr. G Ramesh Reddy	Member	ECE	G Ramesh Reddy
7	Mr. U Sivaji	Member	IT	U Sivaji
8	Ms. K Swapna Sree	Member	S & H	Swapna Sree
9	Ms A Sharada	Member	MBA	Sharada

### Points Discussed:

1. To appoint students/staff as sectional editors and also a team is framed to collect the information regularly from all the departments.
2. The college newsletter to be documented by collecting the department wise publications, seminars and workshops organized student activities & Achievements of students/staff
3. To collect & provide the photographs of staff and students required for the magazine on all the in and off campus related events.

The above points are thoroughly debated and forwarded to principal



Convener