



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad – 500014.

COMMITTEES 2018-19 PUBLICATION COMMITTEE

The academic administration of the college is decentralized and transparency is maintained by constituting various committees with senior faculty members. Publication Committee is constituted with the following members.

S. No.	Name of the Faculty	Designation	Dcpt.
1	Mr.N.Sainath	Convener	CSE
2	Mr.Bheema Raju	Member	MECH
3	Mr.V Rajesh	Member	CIVIL
4	Mr.T.Kalyani	Member	EEE
5	Mr.D Ramana Kumar	Member	CSE
6	Mr. G Ramesh Reddy	Member	ECE
7	Mr. G Ashok	Member	IT
8	Ms. Himavati, III MECH C	Student Member	MECH
9	Mr.Prashanth, IV CSE	Student Member	CSE

Frequency of Meeting: As and when required.

Functions and Responsibilities

- To document a college newsletter, collect department wise publications, research information, Achievements of students/staff.
- To receive the articles / reports from the students/staff and edit, submit to the college magazine/newsletter
- To collect & ensure that the reports/articles are thoroughly verified by plagiarism tool at minimum levels.
- To collect and maintain the record of the research paper publications department wise
- To appoint students/staff as sectional editors and also a team is framed to collect the information regularly from all the departments.
- To collect & provide the photographs of staff and students required for the magazine on all the in and off campus related events.
- To get the college magazine printed on or before April and also distribute the same to students and staff.
- To submit the department wise newsletter to the IQAC, once in six months.

Note: All the above said Activities must be documented and submit the same to the IQAC Committee without fail

PRINCIPAL

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St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma /
Medchal-Malkajgiri (D), Secunderabad-500