



**St. MARTIN'S ENGINEERING COLLEGE**  
UGC AUTONOMOUS

A Non Minority College | Approved by AICTE | Affiliated to JNTUH,  
Hyderabad | NAAC Accredited 'A+' Grade | 2(f) & 12(B) status (UGC)  
ISO 9001:2008 Certified | NBA Accredited | SIRO (DSIR) | UGC Paramarsh |  
Recognized Remote Center of IIT. Dhulapally, Secunderabad – 500100, India.



www.smec.ac.in

## MINUTES OF MEETING


Publication Committee Meeting was held on 16-07-2021 at 01:15 PM in the library at MG Block. The following members had attended

S. No.	Name of the Faculty	Designation	Dept.
1	Dr. N. Satheesh	Convener	CSE
2	Dr. B. Ravi Naik	Member	MECH
3	Mr. P. Anil	Member	Civil
4	Mr. T. Naveen Kumar	Member	EEE
5	Dr. B. Rajalingam	Member	CSE
6	Mr. M. Manohar	Member	IT
7	Mr. G. Ramesh Reddy	Member	ECE
8	Mr. A. Sai Karthik (19K81A04C1)	Student Member	ECE
9	Mr. K. Abinav (19K81A0216)	Student Member	EEE
10	Mr. K. Shriya (19K81A0523)	Student Member	CSE

Following Points were discussed:

1. The College newsletter to be documented by collecting the department wise publications seminars and workshops organized student activities & Achievements of students/staff.
2. Receive the articles / reports from the students/staff and edit, submit to the college magazine/newsletter.
3. The members are informed to collect & ensure that the reports/articles are thoroughly verified by plagiarism tool at minimum levels.
4. Also, it is informed to appoint students/staff as sectional editors and a team is framed to collect the information regularly from all the departments.
5. Assign a dedicated staff and 2 students to collect & provide the photographs of required for the magazine on all in and off campus related activities/events.

The above points are thoroughly discussed and forwarded to principal.

  
Dr. N. Satheesh  
Convener