



St. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Secunderabad – 500100
NBA & NAAC A+ Accredited

MINUTES OF MEETING

Minutes of meeting of the **Examination Committee** held on 13 July 2019 at 10:30 AM in the Examination Branch, SMEC.

The following Members were present

S. No.	Name of the Faculty	Designation	Dept.	Sign
1	Mr.Krishna Vardhan	Convener	CSE	<i>krishnavardhan</i>
2	Ch.Srinivas	Member	EEE	<i>chise</i>
3	B.Prasanth	Member	S&H	<i>ps</i>
4	Naresh Kumar	Member	CIVIL	<i>nk</i>
5	G. Subba reddy	Member	MBA	<i>sk</i>
6	B. Teja	Member	ECE	<i>Teja</i>
7	M.Vijaya Lakshni	Member	IT	<i>lv</i>
8	R. Suvarna Babu	Member	ME	<i>rsb</i>
9	Megha Seth	Member	CSE	<i>meghaseth</i>

Points Discussed:

- Examinations Rules and Regulations.
- Examination Notifications.
- Examination Timetables
- Examination Registrations
- Preparation of seating plan for Internal and External Exams
- Conducting of Lab Exams
- Internal Marks Entry

N.Krishnavardhan
krishnavardhan
CONVENER