



## St. Martin's Engineering College






Dhulapally, Secunderabad-500014

SMEC/FC/2015-16/05

### MINUTES OF THE MEETING

The Facilities Committee meeting was held in the board room on 04 January 2016 at 02.00 pm

The following attended:

S. No.	Name of the Staff	Dept.	Role	Signature
1	Mr. Rajesh	Admin	Convener	
2	Mr. Bhupender Singh	Admin	Member	
3	Mr. Anjaneyulu	Admin	Member	
4	Mr. Nagendra	Admin	Member	
5	Mr. Bheemaraju	Admin	Member	

The following issues were discussed and action taken.

#### **Facilities Maintenance:**

- Sankranthi festival is going to be conducted in the college for that mikes, carpets, Rangoli Colours are required.
- Freshers day is conducted for 1<sup>st</sup> year students required facilities has to be arranged for the senior students.
- To participate in education fairs in other districts like Vijayawada, Tirupati & Warangal

  
Convener