



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad -500014

MINUTES OF MEETING

Meeting of the Feedback System/Appraisal System was held on July 12th 2017 at 11:30 AM in MBA Department. The following staff attended.

S. No.	Name of the Faculty	Designation	Dept.	Signature
1	B.Shravani	Convener	MBA	
2	G.Sridhar Babu	Member	EEE	
3	T.Aruna Rani	Member	S&H	
4	M.RajaSekhar	Member	CIVIL	
5	Jaya Radha	Member	MBA	
6	S. Ravi Kumar	Member	ECE	
7	V.Prathima	Member	IT	
8	K.Uma devi	Member	MECH	
9	E.Soumya	Member	CSE	

Points Discussed:

- To inform the members about the objectives of performance appraisal, how the system works.
- To resolve the issues of dissatisfaction and to achieve high standards through diligent consideration of all complaints.
- Any dissatisfaction with the services should be addressed as quickly as possible.
- To conduct feedback and gather information from various sources and correctly use rating scale.



Convener