



## St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad – 500014.

### MINUTES OF MEETING

Meeting of the internal compliant committee was held on 4 – 8 - 2017 by 10.30 A.M in the Board Room of MG Block, SMEC.

The following Members were present:

S. No.	Name of the Faculty	Designation	Dept.	Signature
1	Dr. A.A Babu	Convener	CSE	
2	Mr. A. Suresh Kumar	Member	ADMIN	
3	Mr. Y. Kiran Yadav	Member	ADMIN	
4	T. Leena Vinolia	Member	S&H	

#### Points Discussed:

- 7) Number of other state students admitted in SMEC.
- 8) Facilities and food menu in two hostels.
- 9) Dining hall timings variation for first year and second, third, final year students.
- 10) The list of student members in hostel committee to be finalized.
- 11) Gate closing timings and outing timings.
- 12) Leave applying procedure.

The above points are thoroughly debated and forwarded to the Management.

CONVENER