



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad – 500014

MINUTES OF MEETING

Meeting of the LANGUAGE LAB COMMITTEE was held on 02/09/2014 at 10:30 AM in the English Lab at J.C.BOSE Block. The following members attended the meeting:

S.NO.	NAME OF THE FACULTY	DESIGNATION	DEPT.	SIGN
1	Mrs. E. RACHEL SUNEELA	CONVENER	H&S	
2	Mr. J. RAJESHWAR GOUD	MEMBER	ECE	
3	Mr. N. KRISHNAVARDHAN	MEMBER	CSE	
4	Mr. V. SUNIL KUMAR	MEMBER	EEE	
5	Mrs. M. BHOJENDRA NAIK	MEMBER	MECH	
6	Mrs. D. NARESH KUMAR	MEMBER	CIVIL	
7	Mr. G. LAXMIKANTH	MEMBER	H&S	
8	Mr. N. ASHOK KUMAR	MEMBER	IT	

Points Discussed:

1. Review of the minutes of Previous Meeting.
2. Requirement of handy cam, head phones and speakers for English labs during the A.Y. 2014-2015.
3. To motivate the students to improve their LSRW skills.
4. To concentrate on slow learners through conducting separate language learning activities.
5. Repairing of movable chairs.
6. To conduct English Lab classes through Debates and Mock Interview sessions.
7. To improve the students' concentration through listening comprehension.

CONVENER