



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



CONVENING ORDER

LANGUAGE LAB COMMITTEE 2022-2023

The academic administration of the college is decentralized and transparency is maintained by constituting various committees with senior faculty members. **LANGUAGE LAB COMMITTEE** is constituted with the following members:

S. No.	Name of the Faculty	Designation	Dept.
1	Mr. G. Laxmikanth	Convener	H&S
2	Dr. M. Nirmala Devi	Member	H&S
3	Mr. M. Govind Raj	Member	ECE
4	Ms. P. Swetha	Member	CSE
5	Mr. Ch. Srinivas	Member	EEE
6	Mr. P. Uday Kumar	Member	ME
7	Mr. K. Prabhakar	Member	CE
8	Mr. B.Sampath Kumar	Member	IT

Frequency of Meeting: Once in a Semester and as per the requirement.

Functions and Responsibilities:

- To facilitate all the lab requirements for the smooth conduction of language lab sessions online and offline every year.
- To introduce the virtual presentations and so make students to be professionally ready.
- Motivate students to participate in lab activities and enhance their communication skills.
- To appreciate the students for their oral presentations, social etiquettes and writing skills.
- To conduct listening exercises for comprehending specific purpose and general content.
- To encourage students to participate in different speaking activities through GDs, Debates, Power Point Presentations and Mock Interviews etc.

PRINCIPAL

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UGC - AUTONOMOUS
Survey No. 98 & 100, Dhulapally (V)
Dundigal-Gandimaisamma (M), Medchal-Malkajigiri (D)
Secunderabad-500 100, Telangana.