



**St. MARTIN'S ENGINEERING COLLEGE**  
Dhulapally, Secunderabad – 500014

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Ref: SMEC/PTA/2014-15/C1

Date: 3<sup>rd</sup> Oct 2014

**CIRCULAR**

The Parents-Teachers Association (PTA) is to be held on 11<sup>th</sup> Oct 2014 at 10 AM in the seminar hall. All the committee members are requested to attend the meeting.

**Agenda :**

1. Installation of Water Coolers in all the departments
2. Library Automation
3. Ideas on improving the academic performance of the Wards and Department
4. Any other points with the permission of the chair

  
**Convener**

- Cc to: 1) Principal- for Kind information  
2) PTA Committee