



# St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad – 500100

Ref: SMEC/PTA/2018-19/C1

Date: 6<sup>th</sup> Oct 2018

## CIRCULAR

The Parents-Teachers Association (PTA) is to be held on 13<sup>th</sup> Oct 2018 at 10 AM in Swami Vivekananda seminar hall. All the committee members are requested to attend the meeting.

### Agenda :

1. Ideas on improving the academic performance of the Wards and Department
2. Renovation of seminar stage
3. A full fledged Sound System and Flooring of seminar hall Stage
4. Any other points with the permission of the chair

**Convener**

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