



# ST. MARTIN'S ENGINEERING COLLEGE

An UGC Autonomous Institute  
Dhulapally, Secunderabad-500 100  
NBA, NIRF & NAAC A+ Accredited  
www.smec.ac.in



## CONVENING ORDER

### PARENT TEACHER ASSOCIATION (PTA)

The academic administration of the college is decentralized and transparency is maintained by constituting various committees with senior faculty members. Parent Teacher Association (PTA) is constituted with the following members.

S. No.	Name of the Faculty	Designation	Dept.
1	Dr. N. Satheesh	Convener	CSE
2	Mr. T. Penchalaiah	Member	EEE
3	Mr. S. Malli Babu	Member	S&H
4	Ms. D. Sandya Rekha	Member	CIVIL
5	Ms. Sravani	Member	MBA
6	Ms. B. Teja	Member	ECE
7	Mr. A. Shraban kumar	Member	CSE
8	Ms. Priya Aniket Ghuge	Member	IT

**Frequency of Meeting:** Once in a year, as and when required.

#### Functions and Responsibilities

- Parent Teacher Association(PTA), which is an organization of parents and staff. Its role is to encourage closer links between home and college. Fund raising events provide an opportunity for parents, staff and pupils to get together.
- To foster and promote good relationship among the members of the teaching staff, students and guardians of the students.
- To create in its members keen interest for the smooth working and the progress of the college and for maintaining good discipline and high academic standards.
- To institute scholarships, prizes, medal etc., to benefit students showing a high proficiency in their studies.
- To provide some amenities to the students of this College.
- The parents of all the students on the rolls of the college during a year shall be eligible to the members of the Association.
- The Principal shall be Ex-officio President and the Treasurer of the Association.
- He shall have control over the affairs of the Association and shall preside over the committee meetings and the meetings of the General Body.

**PRINCIPAL**  
PRINCIPAL  
St. MARTIN'S ENGINEERING COLLEGE  
UGC - AUTONOMOUS  
Survey No. 98 & 100, Dhulapally (V)  
Dundigal-Gandimaisamma (M), Medchal-Malkajgiri (D)  
Secunderabad-500 100, Telangana.