



# St.MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

EQUAL OPPORTUNITY CELL (SC&ST)

ACADEMIC YEAR 2017-18

PERSPECTIVE PLAN

S. No.	Date of the event	Department/ Committee	Plan (Name of the Event)	SOP (Standard Operating Procedure)
1	19/08/2017	Equal Opportunity Cell	<p><b>Committee Meeting Agenda:</b></p> <ol style="list-style-type: none"><li>1. Focusing on soft skill activities for improve their professional skills.</li><li>2. Make aware the SC/ST students regarding various scholarships program of State Government and UGC.</li><li>3. Any other points with the permission of the chair.</li></ol> <p><b>Minutes of Meeting:</b></p> <ol style="list-style-type: none"><li>1. Soft skills programmes to improve the students their communication skills.</li><li>2. Various sources of getting scholarship for their financial benefits.</li></ol> <p><b>Resolutions:</b></p> <ol style="list-style-type: none"><li>1. Principal approved to conduct soft skill classes.</li><li>2. Principal also advised all HODs regarding awareness about scholarship among students from State Government and UGC.</li><li>3. Principal instructed all HODs to monitor the students to come regularly to college to avoid backlogs.</li></ol>	<ol style="list-style-type: none"><li>1. Committee resolution</li><li>2. Principal permission</li><li>3. Forwarding to IQAC for approval</li><li>4. IQAC instruction to concern for the implementation</li><li>5. Supported documents</li></ol>

  
CONVENER

Cc to:

- 1) The Principal-For Kind Information
- 2) IQAC