

Minutes of MeetingDate: Nov 3rd, 2017

Place: Training and placement cell

Time: 4:20PM

Agenda:

Attendees:

S.no	Name	Signature
1.	Prof. Mallikarjuna rao Kellam	Kellam
2.	Prof. Mallikarjuna rao Kellam	
3.	Mr. B. Rajesh (CE)	
4.	Mr. P. Ramesh Babu (EEE)	
5.	Mr. K. Chaitanya (ME)	
6.	Mr. K. Anil Kumar (ECE)	
7.	Mr. B. Vijay shekhar (ECE)	
8.	Mr. N. Srikanth (CSE)	N. Srikanth
9.	Mr. G. Bharath Kumar (CSE)	
10.	Naga Shavanthi (CE)	Naga Shavanthi
11.	Ch. Sai prasanna (EEE)	
12.	K. Sai Nikhil (ME)	K. Sai Nikhil
13.	R. Bhamathi (ECE)	
14.	M. Navya (ECE)	
15.	T. Tejaswini (CSE)	T. Tejaswini
16.	Siva Karthik (CSE)	Siva Karthik

Agenda:

1. To know about meetings with HR's we make student and faculty co-ordinators.
2. online mock test practice
3. providing a interactive session with TCS consultants.
4. Infosys spark program is discussed.
5. To discuss about industrial visit plan.
6. About attendance the information passing to parents was discussed.
7. On the discussion of improving training and placement skills.

8. To send messages to the parents about drives

Discussions:

1. H.O.D, T&P welcomed all the faculty and student co-ordinators to the meeting.
2. H.O.D explained to faculty and student co-ordinators about the meeting details with Human resource managers of the companies met during the visit to banglore, chennai & Hyderabad.
3. Monitoring the students who are trying job placements that need to do more online mock tests on aptitude, English.
4. He informed them about the TCS consultant Mr. Sujaya Narayana visiting our campus for interactive sessions with the students.
5. Discussed about the industrial visits planning.
6. T&P co-ordinators for the visit to the Infosys spark program.
7. Students who are having less than 75% of attendance. The T&P co-ordinators are informed to the parents.
8. It is instructed to the T&P co-ordinators to take the suggestions from the students for the improvement of the training & placements.
9. When the drive is scheduled, the sms will be sent to parents.