



# RISE KRISHNA SAI PRAKASAM GROUP OF INSTITUTIONS::ONGOLE

(Approved by AICTE-NEW DELHI, Affiliated to JNTUK KAKINADA)

NH-16, Valluru,-523272, Ongole, Prakasam District, A.P

## Minuets of meeting

Date: 02-11-2016

### Proceedings of the Meeting of TPCG Cell

Date : 02-11-2016  
Time : 5: 00 PM  
Venue : TPCGCELL

### AGENDA:

1. To discuss and finalize the functions and facilities of cell
2. To discuss and finalize the roles and responsibilities of coordinator and members
3. To discuss the various Proposed companies for campus recruitment drive for the academic year.2016-17

### MEMBERS PRESENT:

S.NO.	NAME OF THE COMMITTEE MEMBER	DEPARTMENT	ROLE	SIGN
1	Mr.M.Samba Siva Rao	MCA	TPO	
2	Mr.E.Akhil	CSE	Member	
3	Mr.D.Nayab Rasool	ECE	Member	
4	Mrs.N.Surekha	EEE	Member	
5	Mr.K.Koteswara Rao	MECH	Member	
6	Ms.E.V. Sravani	CIVIL	Member	
7	Mr.G.Vasu	MCA	Member	
8	Mr.A.V.Ramana	MBA	Member	

The following points were discussed during the meeting and the minutes were recorded as below,

1. The TPO Mr. M. Samba Siva Rao welcomed the members of the committee who had assembled for further discussions.
2. After discussing with all the committee members the functions and facilities of the TPCG cell are framed and finalized.
3. Also, the cell has finalized the roles and responsibilities of the TPO, Department member.
4. During the summer break students were trained on soft Skills, as per the company requirements.
5. The TPO explained the importance of Career, Training and Placements to members and suggested to encourage students.
6. Prepared Proposed List of Companies 2016-17.

### Resolutions:

All the above points discussed and taken by the committee for better results and successful functioning of training & Placements.

TPO

Copy to:

1. All Committee Members



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NH-16, Valluru,-523272, Ongole, Prakasam District, A.P

## Minuets of meeting

Date: 07-04-2017

### Proceedings of the Meeting of TPCG Cell

Date : 07-04-2017

Time : 5: 00 PM

Venue : T&P Cell

### AGENDA:

1. To Review Previous meeting
2. To Discuss action plan for unplaced students

### MEMBERS PRESENT:

S.NO.	NAME OF THE COMMITTEE MEMBER	DEPARTMENT	ROLE	SIGN
1	Mr.M.Samba Siva Rao	MCA	TPO	
2	Mr.E.Akhil	CSE	Member	
3	Mr.D.Nayab Rasool	ECE	Member	
4	Mrs.N.Surekha	EEE	Member	
5	Mr.K.Koteswara Rao	MECH	Member	
6	Ms.E.V. Sravani	CIVIL	Member	
7	Mr.G.Vasu	MCA	Member	
8	Mr.A.V.Ramana	MBA	Member	

The following points were discussed during the meeting and the minutes were recorded as below,

1. The TPO Mr.M.Samba Siva Rao welcomed the members of the committee who had assembled for finalizing the action plan for unplaced students.
2. To invite a mid level and tech support companies for unplaced students

### **Resolutions:**

All the above points discussed and taken by the committee for better results and successful functioning of training & Placements

TPO

Copy to:

- 1.All Committee Members