

Prin.	Basic Sc.	Chem.	Civil	Comp.	I.T.	Elect.	Elex.	E & Tc	Mech.	Prod.

TOP

Minutes of the HOD Meeting (24 August 2013)

- 1) **Review of the Last Meeting:** Review of the last meeting was taken.

- 2) **Employment Enhancement Programme:** Employment enhancement programme for B. Tech. (Sem.-VII) students has been started from 21/8/2013. Feedback regarding attendance of the students, contents of the sessions covered was discussed.

All the HODs need to attend the sessions as per their convenient schedule in every week and communicate the feedback regarding quality of the training and students attendance. They were informed to conduct meeting of the students not attending the training programme and appeal them to attend. They were also informed to collect the feedback from the students of the respective branch and submit the same to the Principal. All possible efforts to make the programme effectively useful to enhance the confidence of the students to appear for the placement interviews should be made.

- 3) **Pre-Placement Talk by TCS:** The pre-placement talk for eligible students of final year of Computer, Electronics, E & Tc, Electrical and Mechanical is arranged on Monday 26/8/2013 at 11.30 am in Seminar Hall (C-403). All HODs were informed to ensure the presence of the eligible students from the respective departments for this talk.