



# R G M COLLEGE OF ENGINEERING & TECHNOLOGY

AUTONOMOUS

Nandyal-518501, Kurnool - Dt. AP. India

RGM CET/PRO/CIR/82/2016

Date: 03.11.2016

## CIRCULAR

All the Principals, HODs, Research Scholars, Projects Principal Investigators, Class Toppers, Class Representatives, students who secured 80% & above marks and students who are having more than four (04) backlogs of RGM Group of institutions are here by informed to come prepare for the monthly meeting as per the schedule given below with suggestions for the improvement of academic activities in the college. The Chairman of RGM CET will address the meeting.

Venue : Civil Gallery, RGM CET, Nandyal

Time : 3.00 PM

S.No.	Monthly Meetings	Schedule
1.	Class Toppers, Class Representatives & students who have secured 80% & above Marks	Every First Saturday
2.	Research Scholars & Projects Principal Investigators	Every Second Saturday
3.	Students who are having more than four (04) backlogs	Every Third Saturday
4.	Principals and HODs of RGM Group of Institutions	Every Fourth Saturday
5.	Training & Placement staff	Every month on 5 <sup>th</sup>

All are requested to attend the meeting without fail.

### Copy to:

1. The Chairman/MD
2. Principal of SREC
3. Principal of SRCP
4. Dean Admin.
5. A.O.
6. All HODs (with request to circulate among the faculty and students)
7. Notice Boards

PRINCIPAL

03.11.16