

**PSCMR COLLEGE OF ENGINEERING AND TECHNOLOGY**

**KOTHAPET, VIJAYAWADA – 1**

**TRAINING, PLACEMENT AND CAREER GUIDANCE**

**MEETING OF THE MEETING**

**Call to Order:**

The meeting was held at 03:00 P.M. on 12-02-2025 in the TPO chamber. The meeting was chaired by G S Srinivas Murthy, Training and Placement Officer, PSCMR College of Engineering and Technology, Vijayawada.

All the members were present and there were no absentees for the meeting.

<b>S No</b>	<b>Name of the Faculty</b>	<b>Designation</b>	<b>Department</b>
1	G S Srinivas Murthy	Corporate Relationship Officer	TPCG
2	S Tulasi Prasad	Assistant Training & Placement Officer	CSE-AIML
3	K Sundar Srinivas	Training Coordinator	ECE
4	K Raghavendra	Placement Coordinator	ECE
5	D V V Prasad	Placement Coordinator	EEE
6	MD Khasim	Placement Coordinator	CSE
7	V S R K Prasad	Placement Coordinator	CSE-IOT
8	K Sireesha	Placement Coordinator	MCA
9	T Bindu Susmitha	Placement Coordinator	MBA

**Quorum:** As more than 50% of the members present it is deemed that the quorum is maintained.

The TPO extended welcome to the first to all the members present. The given below agenda was put forward for discussion and for ratification of the august members.

**Agenda 1:** Confirmation of the Minutes of the Previous Meeting

**Resolution:**

The convener initiated the meeting by reading out the minutes of the previous Placement Committee meeting held on 26th November 2024. The contents of the minutes were thoroughly reviewed, and no discrepancies or corrections were noted. The committee unanimously approved and confirmed the minutes as a true and accurate record of the previous meeting.

**Agenda 2: Action Taken Report on the Previous Meeting****Resolution:**

The convener apprised the members regarding the actions taken based on the resolutions passed in the meeting dated 26th November 2024. The committee noted that all decisions and responsibilities outlined in the previous meeting were duly carried out, and the progress of each action item was found satisfactory. No pending matters were reported in this regard.

**Agenda 3: Preparation of the Annual Report of the Committee****Resolution:**

The committee proceeded to discuss the preparation of the Annual Report for the academic session 2024–2025. Members reviewed the various activities, programs, and events conducted by the Placement Committee during the session. These included campus recruitment drives, skill enhancement workshops, training sessions, and industry interaction programs, among others.

After detailed deliberation, it was unanimously agreed that Mr. G. S. Srinivas Murthy, the Placement Officer, will be responsible for compiling and drafting the annual report. He will consolidate all relevant data and highlights of the year's initiatives and submit the report for review in the forthcoming meeting.

**Adjournment:** The TPO adjourned the meeting and all the members present agreed up on the same.



**TPO**