



# RISE KRISHNA SAI GANDHI GROUP OF INSTITUTIONS::ONGOLE

(Approved by AICTE, New Delhi, Affiliated to JNTUK, Kakinada)  
Valluru (Post), Ongole, Prakasam District, Andhra Pradesh PIN -523272

RGAN/TPCG CELL/2021-22/Circular/01

Date: 04 -10-2021.

## CIRCULAR

This is to inform to all the Training, Placements & Career Guidance Cell Committee members that a meeting is scheduled on 05-10-2021 at 12.45 PM in TPCG Cell. All the members are requested to attend the meeting without fail.

### AGENDA:

- To discuss and finalize the functions and facilities of the Cell.
- To discuss objective of the Cell.
- To discuss and finalize the roles and responsibilities of Coordinator and members.
- To discuss the year planner.
- To discuss the various Proposed Companies for Campus recruitment drive for the academic year 2021-22.

S.NO	FACULTY NAME	Department	Designation	Role	Signature
1	A.Srinivasa Rao	CSE	Asst.Professor	Coordinator	ASR
2	Ch. Sitaram	CSE	Asst.Professor	Member	Ch.Sitaram
3	K. Naga Hanuma Chari	ECE	Assoc.Professor	Member	K.N.H.Chari
4	A.Anuradha	S&H	Asst.Professor	Member	A.A.
5	M. Sai Kumar	CE	Asst.Professor	Member	M.Saikumar
6	M. J. G. V. Naga Pavan	CE	Student	Member	M.J.G.V.NagaPavan
7	A.Naga Lakshmi Nikhitha	ECE	Student	Member	A-N-L-Nikhitha
8	M. Srinivasulu	ECE	Student	Member	M. Srinivasulu
9	K. Vidhya Latha	CSE	Student	Member	k.vidhyaLatha

Copy to:

  
Coordinator

1. All HOD's
2. All Committee Members



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Date: 04-10-2021

RGAN/TPCG CELL/2021-22/Year of Plan

## Year Planning

S.NO	MONTH& YEAR	EVENT
1	October-2021	Scheduling of regular CRT Classes for 3 <sup>rd</sup> Years & Scheduling and Commencement of Special CRT Classes for IV Years by Talentio Scheduling & Commencement of Regular CRT Classes for IV Year All Branches.
2	November-2021	Scheduling Special Training Classes for Code Vita by TCS. Scheduling Career Counseling Classes with external agencies ( Manhattan Review, The Origin Consultancy, Finix Consultants for Abroad education, Conduira..)
3	December-2021	1. Scheduling Assessments to the students on Aptitude & Communication Skills. 2. Scheduling Technical Training by Talentio Academy. Scheduling On/ Off Campus Drives.
4	January-2022	Conducting Assessment Tests By COCUBES, AMCAT & COSTUCO
5	February-2022	Scheduling ON/ OFF Campus Drives, Career Counseling Classes by Industry Experts.
6	March-2022	Arranging OFF Campus Drives.
7	April-2022	Gathering Unplaced Students for Counseling and arranging small and medium Non -Core companies for POOL Campus.

Copy to:

*ASK*  
Coordinator

1. All HOD's
2. All Committee Members



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Date: 05-10-2021

RGAN/TPCG CELL/2021-22/MoM/01

## MINUTES OF MEETING

### Proceedings of the Meeting of TPCG Cell

Date: 05-10-2021

Time: 12.45 PM

Venue: TPCG Cell

During the Meeting the following Members were Present

S.NO	FACULTY NAME	Department	Designation	Role	Signature
1	A.Srinivasa Rao	CSE	Asst.Professor	Coordinator	ASR
2	Ch. Sitaram	CSE	Asst.Professor	Member	Ch. Sitaram
3	K. Naga Hanuma Chari	ECE	Assoc.Professor	Member	K. Naga Hanuma Chari
4	A.Anuradha	S&H	Asst.Professor	Member	A.A.
5	M. Sai Kumar	CE	Asst.Professor	Member	M. Sai Kumar
6	M. J. G. V. Naga Pavan	CE	Student	Member	M.J.G.V. Naga Pavan
7	A.Naga Lakshmi Nikhitha	ECE	Student	Member	A.N.L. Nikhitha
8	M. Srinivasulu	ECE	Student	Member	M. Srinivasulu
9	K. Vidhya Latha	CSE	Student	Member	K. Vidhya Latha

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

1. The Coordinator A.Srinivasa Rao welcomes the member of the committee who had assembled for finalizing of the committee and for further discussions.
2. After discussing with all the committee members the finalized functions and facilities of the TPCG Cell are framed and finalized.
3. Also, the Cell has finalized the roles and responsibilities of the Coordinator, Department Coordinators/members and Student members.



## **RISE KRISHNA SAI GANDHI GROUP OF INSTITUTIONS::ONGOLE**

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4. During the summer break students were trained on Communication Skills as per the company requirements.
5. The Coordinator explained the importance of Career, Training and Placements to members and suggested to encourage students.
6. Prepared and Proposed List of Companies 2021-22.

### **Resolutions:**

All the above points discussed and taken by the committee for better results and successful functioning of TPCG Cell.

  
**Coordinator**

### **Copy to:**

1. All Committee Members



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Date: 11 -04-2022.

RGAN/TPCG CELL/2021-22/Circular/02

## CIRCULAR

This is to inform to all the Training, Placements & Career Guidance Cell Committee members that a meeting is scheduled on 12-04-2022 at 4.20 PM in TPCG Cell. All the members are requested to attend the meeting without fail.

### AGENDA:

- To Review Previous Meeting.
- To Discuss Action Plan for unplaced students.

S.NO	FACULTY NAME	Department	Designation	Role	Signature
1	A.Srinivasa Rao	CSE	Asst.Professor	Coordinator	ASR
2	Ch. Sitaram	CSE	Asst.Professor	Member	Ch. Sitaram
3	K. Naga Hanuma Chari	ECE	Assoc.Professor	Member	K. Naga Hanuma Chari
4	A.Anuradha	S&H	Asst.Professor	Member	A
5	M. Sai Kumar	CE	Asst.Professor	Member	M. Sai Kumar
6	M. J. G. V. Naga Pavan	CE	Student	Member	M. J. G. V. Naga Pavan
7	A.Naga Lakshmi Nikhitha	ECE	Student	Member	A. N. L. Nikhitha
8	M. Srinivasulu	ECE	Student	Member	M. Srinivasulu
9	K. Vidhya Latha	CSE	Student	Member	K. Vidhya Latha

Copy to:

ASR  
Coordinator

1. All HOD's
2. All Committee Members



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Date: 12-04-2022

RGAN/TPCG CELL/2021-22/MoM/02

## MINUTES OF MEETING

### Proceedings of the Meeting of TPCG Cell

Date: 12-04-2022

Time: 4.20 PM

Venue: TPCG Cell

During the Meeting the following Members were Present

S.NO	FACULTY NAME	Department	Designation	Role	Signature
1	A.Srinivasa Rao	CSE	Asst.Professor	Coordinator	A.S.R.
2	Ch. Sitaram	CSE	Asst.Professor	Member	Ch. Sitaram
3	K. Naga Hanuma Chari	ECE	Assoc.Professor	Member	K. Naga Hanuma Chari
4	A.Anuradha	S&H	Asst.Professor	Member	A. Anuradha
5	M. Sai Kumar	CE	Asst.Professor	Member	M. Sai Kumar
6	M. J. G. V. Naga Pavan	CE	Student	Member	M. J. G. V. Naga Pavan
7	A.Naga Lakshmi Nikhitha	ECE	Student	Member	A. N. L. Nikhitha
8	M. Srinivasulu	ECE	Student	Member	M. Srinivasulu
9	K. Vidhya Latha	CSE	Student	Member	K. Vidhya Latha

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

1. The Coordinator A.Srinivasa Rao welcomes the member of the committee who had assembled for finalizing the functions of the committee.
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 TPCG Cell.

Copy to:

Coordinator

1. All Committee Members