



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/2023-24/Circular/01

Date: 04-08-2023.

CIRCULAR

This is to inform to all the Training, Placements & Career Guidance Cell Committee members that a meeting is scheduled on 05-08-2023 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 2023-24.

S.NO	FACULTY NAME	Department	Designation	Role	Signature
1	M.Krishna Chaitanya	MBA	Asst.Professor	Coordinator	M. K. Chaitanya
2	G. Gopi	CSE	Asst.Professor	Member	G. Gopi
3	K. Naga Hanuma Chari	ECE	Assoc.Professor	Member	K. Naga Hanuma Chari
4	A.Anuradha	S&H	Asst.Professor	Member	A. Anuradha
5	Sk. John Babu	ECE	Asst.Professor	Member	Sk. John Babu
6	G. Lavanya	ECE	Student	Member	G. Lavanya
7	D. Keerthana	ECE	Student	Member	D. Keerthana
8	R. Naga Sujana	CSE	Student	Member	R. Naga Sujana
9	Reddy Harsha	CSE DS	Student	Member	Reddy Harsha

Copy to:

M. K. Chaitanya
Coordinator

1. All HOD's
2. All Committee Members



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Date: 05-08-2023

RGAN/TPCG CELL/2023-24/Year of Plan

Year Planning

S.NO	MONTH& YEAR	EVENT
1	August-2023	Scheduling of regular CRT Classes for 3 rd 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	September-2023	Scheduling Special Training Classes for Code Vita by TCS.
3	October-2023	Scheduling Career Counseling Classes with external agencies (Manhattan Review, The Origin Consultancy, Finix Consultants for Abroad education, Conduira..)
4	November-2023	1. Scheduling Assessments to the students on Aptitude & Communication Skills. 2. Scheduling Technical Training by Talentio Academy.
5	December-2023	Scheduling On/ Off Campus Drives.
6	January-2024	Conducting Assessment Tests By COCUBES, AMCAT & COSTUCO
7	February-2024	Scheduling ON/ OFF Campus Drives, Career Counseling Classes by Industry Experts.
8	March-2024	Arranging OFF Campus Drives.
9	April-2024	Gathering Unplaced Students for Counseling and arranging small and medium Non -Core companies for POOL Campus.

Copy to:

1. All HOD's
2. All Committee Members

m. K. Chaitanya
Coordinator



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Date: 05-08-2023

RGAN/TPCG CELL/2023-24/MoM/01

MINUTES OF MEETING

Proceedings of the Meeting of TPCG Cell

Date: 05-08-2023

Time: 12.45 PM

Venue: TPCG Cell

During the Meeting the following Members were Present

S.NO	FACULTY NAME	Department	Designation	Role	Signature
1	M.Krishna Chaitanya	MBA	Asst.Professor	Coordinator	M.K.Chaitanya
2	G. Gopi	CSE	Asst.Professor	Member	G.Gopi
3	K. Naga Hanuma Chari	ECE	Assoc.Professor	Member	K.N.H.Chari
4	A.Anuradha	S&H	Asst.Professor	Member	A.Anuradha
5	Sk. John	ECE	Asst.Professor	Member	Sk.John
6	G. Lavanya	ECE	Student	Member	G.Lavanya
7	D. Keerthana	ECE	Student	Member	D.Keerthana
8	R. Naga Sujana	CSE	Student	Member	R.Naga Sujana
9	Reddy Harsha	CSE DS	Student	Member	Reddy Harsha

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

1. The Coordinator M. Krishna Chaitanya 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.



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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 2023-24.

Resolutions:

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

m.k. Chaitanya
Coordinator

Copy to:

1. All Committee Members