



**Bhoj Reddy Engineering College for Women**  
(Sponsored by Sangam Laxmibai Vidyapeet, approved by AICTE and affiliated to JNTUH)  
Vinaynagar, IS Sadan Crossroads, Saidabad, Hyderabad – 500 059, Telangana, www.brecw.ac.in

Dr J Madhavan  
Principal

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1 December 2023

## Seminar & Workshop Committee Academic Year – 2023-24

S No	Members of the Committee	Department	Designation
1	Ms R Manju Bhargavi Associate Professor	EEE	Coordinator & Member
2	Dr P Deepti Associate Professor	CSE	Member
3	Ms G Divya Vani Assistant Professor	CSM	Member
3	Ms K Virija Assistant Professor	ECE	Member
4	Ms Minhaj Begum Assistant Professor	IT	Member
5	Ms K Sandhya Associate Professor	Chemistry	Member

Seminars can keep the students updated with the technologies and provide the latest information about the things which are happening in science and technology. Students cannot improve their knowledge from textbooks alone. They must take part in various seminars on latest topics. And students participating in various workshops can always work on their leadership qualities thereby giving it the proper boost to grow. Skills like learning, communicating, listening and experiencing new bonding can be developed through such platforms which have immense value for students and their upcoming future and subsequently help in their employability.

Functions of the Committee:

Each member will organize and record the seminars/workshops or orientation programmes conducted in the respective Departments for staff and students separately. For students, prizes won are also to be recorded. Separate registers should be maintained for students and staff. **Ms R Manju Bhargavi, Coordinator**, will again record the general seminars or conferences.

Schedule to meet: **First Wednesday** of every month at 15:45 hrs onwards, Principal's Office

- 1) Agenda is to be prepared ahead of the meeting and sent to Principal and all members
- 2) Attendance to be obtained in the Committee Register.
- 3) Minutes of the Meeting to be noted and circulated to all members, HODs, HOFs and Principal.
- 4) Filing: Minutes copy to be pasted/filed in the committee register.
- 5) At the end of semester, report should be submitted to Principal

  
Principal

Copy to: Vice Principal/All HODs, HOFs, Head-A&E Section and concerned members for information and circulation.

