



G.NARAYANAMMA INSTITUTE OF TECHNOLOGY & SCIENCE (FOR WOMEN)	MR/CIR/09
CIRCULAR	DEPARTMENT: PRINCIPAL'S OFFICE
Copy to: The HODs - for necessary action	Date: 17/01/2024

CIRCULAR

The Time Table Committee meeting is scheduled on 29-01-2024 (Monday) at 9:30 AM in the Conference Hall for the preparation of time tables for I and II B.Tech - II semester.

The Heads of the Departments are requested to depute the department time table co-ordinators for the meeting.


PRINCIPAL
17/1/24

G. Narayanamma Institute of Technology and Science (For Women)
(Autonomous)
Shaikpet Hyderabad - 104

Name of the Committee- Timetable Committee
Academic Year 2023-2024
Meeting Number -3
Venue Conference Hall Admin Block

Minutes of The Timetable Committee Meeting

Following members were present in the meeting.

S No	Name	Designation	Department	Signature
1	V. Divya Raj	Asst. Professor	CSE	
2	R. Mamatha	Asst. Professor	CSE	
3	D. Anusha	Asst. Professor	CSM	
4	T. Neha	Asst. Professor	CSM	
5	P. Sri Padma	Asst. Professor	ECE	
6	K Swathi	Asst. Professor	ECE	
7	K Priyamavada	Asst. Professor	EEE	
8	S. Bhulakshmi	Asst. Professor	EEE	
9	U. Jyothi	Asst. Professor	IT	
10	M Deepthi	Asst. Professor	IT	
11	V Anitha	Asst. Professor	ETE	
12	N. Hiranmai	Asst. Professor	Mech.	
13	M Yashwanth Kumar	Asst. Professor	Mech.	
14	Anupama Venugopal	Asst. Professor	H&M	
15	Keshav Kumar. K	Asst. Professor	H&M	
16	Dr. A. Alalakananadana	Assoc. Professor	BS	
17	Dr. M. Shanti	Asst. Professor	BS	

At The Outset Dr. K. Ramesh Reddy Principal has welcomed and provided the guidelines for the preparation of the time table.

Mr. M. Venkata Ramana Reddy Associate Professor and central Timetable coordinator organized the meeting.


1. Based On the circular issued by the Principal the time table meeting was conducted on 29th Jan 2024 at 09-30 am in the conference hall for the preparation of classwork timetables for I & II B. Tech -II semester.
2. Based on the course structure for the classwork for I & II B. Tech - II semester the time tables were prepared.


3. The timings for I B. Tech – II Semester was changed to 9.15 AM, and the lunch time is extended to 55 minutes as per the student's request. Similarly, for II Year II Semester starts from 9.00 AM lunch time extended to 55 minutes as per the students request During the preparation of the time tables first preference is given to labs and then theory subjects allocation.

4. The roles and responsibilities of all the department time table coordinators were discussed and noted.

5. Meeting was ended after checking the theory and laboratory hours in the timetable based on the course structure


Dr. S. Vasundhara
Central Time Table Co-Coordinator


M. Venkata Ramana Reddy
Central TimeTable Coordinator


Dr. K. Ramesh Reddy
Principal